

**Town Clerk & RFO: Miss Dee Smith**  
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**Billingham Library & Customer  
Service Centre**  
**Billingham**  
**TS23 2LN**

**TO: All members of the **Community Wellbeing Committee****

**You are summoned to attend the meeting of the Community Wellbeing Committee to be held on Friday 17<sup>th</sup> March 2023 at 12.30pm. This meeting will be held at Billingham Library and Customer Service Centre, Meeting Room C, Billingham, TS23 2LN.**

### **AGENDA**

**1. CHAIRMAN'S ANNOUNCEMENTS**

**2. APOLOGIES FOR ABSENCE**

To receive any apologies for absence.

**3. DECLARATIONS OF INTEREST**

Members to inform the Chairman of the Committee of any Declarations of Interest for matters set out within this agenda.

**4. PUBLIC PARTICIPATION**

In accordance with section 3 (f) of the BTC Standing Orders, members of the public present may address the Council or Committee at this point on the agenda. The Council/Committee reserves the right to respond or debate the issue at a later date.

None received at the time of preparation of the agenda.

**5. MINUTES OF COMMUNITY WELLBEING COMMITTEE MEETING HELD ON 17<sup>th</sup> FEBRUARY 2023**

To approve the above draft minutes as a true and accurate record. **(See appendix A).**

**6. REVIEW OF ACTION PLAN**

To receive an update on initiatives identified in the action plan. **(See appendix B)**

**7. PANTRY IN THE PARK**

The Business Support Manager will give a verbal update on the day.

**8. SOUP & SANDWICH PROJECT**

The Business Support Manager will give a verbal update on the day.

**9. HOLIDAYS ARE FUN (HAF)**

The Deputy Town Clerk will give a verbal update on the day.

**10. SUNDAY LUNCH SERVICE**

The Business Support Manager will give a verbal update on the day.

**Miss Dee Smith**

**Town Clerk to Billingham Town Council**

**10<sup>th</sup> March 2023**

**PLEASE BE ADVISED: Filming, Photographing or Audio Recording of the Town Council meeting may take place. The Town Council accepts no liability for any material created by those filming, photographing, or recording the meeting.**

## **Billingham Town Council**

### **DRAFT Minutes of the Community Wellbeing Committee Meeting held on Friday 17<sup>th</sup> February 2023 at 12.30pm Billingham Library & Customer Service Centre**

**Present Councillors:**

Ann McCoy (Chairman)  
Helen Atkinson (Vice Chairman)  
Maria Lacey  
Jim Scollen

**Official:**

Miss Vicky Lloyd, Deputy Town Clerk  
Ms Tracy Reece, Business Support Manager

**In attendance:**

Joe Stockil, Billingham Environmental Link  
Programme

**Apologies:**

None received

#### **262/22 CHAIRMAN'S ANNOUNCEMENTS**

The Chairman welcomed all present. The usual rules about housekeeping were made.

#### **263/22 DECLARATION OF INTEREST**

There were no declarations of interest on this occasion.

#### **264/22 PUBLIC PARTICIPATION TIME**

There were no public present or questions raised on this occasion.

**265/22 MINUTES OF COMMUNITY WELLBEING COMMITTEE MEETING HELD ON  
19<sup>th</sup> JANUARY 2023**

Members were asked to approve the above draft minutes as a true and accurate record.

**RESOLVED**

- (i) That the minutes of the above meeting held on 19<sup>th</sup> January 2023, a copy of which has previously been circulated to each member, be approved, and signed as a correct record by the Chairman.

**266/22 REVIEW OF ACTION PLAN**

Members reviewed initiatives identified within the action plan.

- **Calendar photography competition** – members reviewed costings for the design and printing of a calendar.
- **Billingham's Blooming Best amateur gardening competition** - to include a children's tallest sunflower competition.  
**To relaunch both competitions.**
- **Community Garden** – the Business Support Manager advised members that work has commenced on the community garden at the back of the Café in John Whitehead Park. Once completed, the area will be fully accessible with raised planters, sensory plants, fruit trees and an outdoor space to hold events and activities throughout the year. The website has been updated showing progress of the project and information on how residents can get involved.

Members requested that on completion of the work an official opening ceremony be held and to invite the Mayor of Stockton on Tees Borough Council and Town Crier.

Joe Stockil informed members that he would like to volunteer to grow items in the raised planters such as salad and vegetables. The committee expressed their gratitude to Joe.

**RESOLVED**

- (i) Information duly noted.



## **267/22 PANTRY IN THE PARK**

The Business Support Manager advised members that around 50 people each week access Pantry in The Park. The Town Council has been successful in obtaining a grant of £2000 from Stockton on Tees Borough Councils Food Aid Fund which should be spent by the 31<sup>st</sup> March 2023. An initiative has been launched for people to donate any tinned food to Pantry in The Park and receive a free cup of tea.

### **RESOLVED**

- (i) Information duly noted.

## **268/22 SOUP & SANDWICH PROJECT**

The Business Support Manager advised members that people who attend Pantry in The Park are accessing this service and also purchasing items from the cafe. Members agreed to review the voucher system at the next meeting of this committee.

A member of the public has offered to volunteer to make fresh soup. The Business Support Manager asked members to consider the purchase of a blender for making soup and soup kettle.

### **RESOLVED**

- (i) Information duly noted.
- (ii) To approve the purchase of the items.

## **269/22 HOLIDAYS ARE FUN (HAF) FEBRUARY HALF TERM HOLIDAYS ACTIVITY PROGRAMME**

The Deputy Town Clerk advised members that during the February half term holidays the Town Council will be delivering arts & crafts sessions and working with providers for children to access multisport activities.

### **RESOLVED**

- (i) Information duly noted.

## **270/22 SUNDAY LUNCH SERVICE**

Members requested that this item be placed onto the next Full Council agenda for review.

### **RESOLVED**

- (i) To recommend that this service be reviewed at the next Full Council meeting on 28<sup>th</sup> March 2023.

**The meeting concluded at 1.25pm with Councillors Atkinson, Lacey, McCoy & Scollen present.**

**Signed..... Date .....**  
**Chairman of Community Wellbeing Committee**

**Appendix B     Billingham Town Council Community Wellbeing Committee action plan 2023/24**

Objective	Actions	Who will do it	By when	How will actions be monitored
General Health & Wellbeing	<ul style="list-style-type: none"> <li><b>Community Pantry</b></li> </ul>	Business Support Manager working in partnership with Stockton on Tees Food Power Network	Pantry In the Park is open every Monday between 10.30 am to 1.30pm at the Annexe, John Whitehead Park. Ten grocery items for £2, three toiletry items for £1. Other items sold at a discount price.	Monthly updates given at Community Wellbeing Committee meetings.
	<ul style="list-style-type: none"> <li><b>Soup &amp; Sandwich initiative</b> to tackle social isolation, food insecurity, financial exclusion, and mental health issues.</li> </ul>	Business Support Manager	Initiative delivered from Café in the Park every Monday on production of a voucher.	
	<ul style="list-style-type: none"> <li><b>Warm Space initiative</b></li> </ul>	Business Support Manager	Café in the Park is participating in the Warm Spaces initiative led by Stockton on Tees Borough Council offering residents a safe and friendly place to stay warm this autumn and winter. No purchase required from the café. Dog friendly.	

	<ul style="list-style-type: none"> <li>• <b>Drop-in Groups – to tackle social isolation</b></li> </ul>	External agencies	<p><b>Tuesdays – Peer Support Group</b>  <b>Wednesdays – Wellbeing Group</b>  <b>Thursday – Games Club</b>  <b>Delivered from the Annexe in John Whitehead Park</b></p>	
	<ul style="list-style-type: none"> <li>• <b>Information &amp; advice for residents</b> offering independent and confidential advice relating to money, welfare, benefits, fuel, energy, community protection, community pantries and Eco shops, employment &amp; training, volunteering &amp; Thirteen.</li> </ul>	Working in partnership with Stockton on Tees Borough Council and external agencies.	<p><b>Billingham Town Council</b>  <b>Facebook page updated daily with advice &amp; information.</b></p> <p><b>Pop up information events.</b></p>	
	<ul style="list-style-type: none"> <li>• <b>Community Garden</b></li> </ul>	Business Support Manager	<p><b>To set up a gardening group encouraging residents to get involved in the project.</b></p> <p><b>Following completion of work on the garden to organise an official opening ceremony.</b></p>	
	<ul style="list-style-type: none"> <li>• <b>Photographic Calendar Competition</b></li> </ul>	Deputy Town Clerk	<b>Relaunched in February.</b>	
	<ul style="list-style-type: none"> <li>• <b>Billingham's Blooming Best Amateur Gardening Competition 2023</b></li> </ul>	Deputy Town Clerk	<b>Relaunched in February.</b>	