



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

## **SERVICES & ENGAGEMENT COMMITTEE TO BE HELD ON**

**TUESDAY 16<sup>th</sup> APRIL 2024 AT 5.30 PM**

**THIS MEETING WILL BE 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 SERVICES & ENGAGEMENT COMMITTEE MEETING HELD ON 19<sup>th</sup> MARCH 2024**

To approve the above draft minutes as a true and accurate record. (See Appendix A – draft minutes 19<sup>th</sup> March 2024)

**6. EVENTS**

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

**7. SERVICES UPDATE**

- Café in The Park
- Pantry in The Park
- Soup & Sandwich project
- Sunday Lunch Service

To receive an update on services. (see Appendix B - Report on Services).

**8. SUNDAY LUNCH SERVICE**

To consider a replacement for the Sunday Lunch Service. Cllr Helen Atkinson will give a verbal update on the night.

**9. THE WARM WELCOME SOCIAL SESSIONS – Billingham Pilot**

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

**Miss Vicky Lloyd**

**Deputy Town Clerk to Billingham Town Council**

**10<sup>th</sup> March 2024**

**PLEASE BE ADVISED:**

With the exception of any item identified above as containing exempt or confidential information under the Local Government Act 1972 Section 100A(4), members of the public are entitled to attend this meeting and/or have access to the agenda papers.

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.

Persons wishing to obtain any further information on this meeting, including the opportunities available for a member of the public to speak at the meeting or for details of access to the meeting for people with disabilities, please contact Miss Dee Smith, Town Clerk via [dee.smith@billingham-tc.gov.uk](mailto:dee.smith@billingham-tc.gov.uk) or telephone 01642 551171.

**Billingham Town Council**

**DRAFT Minutes of Services & Engagement Committee Meeting**

**Tuesday 19<sup>th</sup> March 2024 at 5.30 p.m.**

**Held at Billingham Library & Customer Service Centre**

**Present Councillors:** Michelle Bendelow  
Helen Atkinson  
Mick Stoker  
Maria Lacey

**Official:** Miss Dee Smith - Town Clerk/RFO

**Apologies:** Cllr Gareth Hedley (No apologies received)  
Cllr Clare Gamble (No apologies received)  
Cllr Michael Shotton (No apologies received)

Cllr G McCall was also present.

**193/23 CHAIRMAN'S ANNOUNCEMENTS**

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

The Chair apologised for not attending the last D-Day Working Group meeting.

**194/23 DECLARATION OF INTEREST**

There were no declarations of interest on this occasion.

**195/23 PUBLIC PARTICIPATION TIME**

There were no public present and no questions received on this occasion.

**196/23 MINUTES OF SERVICES & ENGAGEMENT COMMITTEE MEETING  
HELD ON 20<sup>TH</sup> FEBRUARY 2024**

Members were asked to approve the above draft minutes.

**RESOLVED**

- (i) That the minutes of the above meeting held on 20<sup>th</sup> February 2024, a copy of which has been circulated to each member, be approved, and signed as a correct record by the Chairman.

**197/23            EVENTS UPDATE**

The Town Clerk gave members an overview of the town councils recent and upcoming events.

**D Day Commemorations**

The Town Clerk advised that the planned D-Day meeting did not go ahead.

**Billingham Show**

Preparations have started on the Billingham Show. A date for the first Billingham Show Working Group will be circulated in the next couple of weeks.

**RESOLVED**

- a. To arrange another D-Day Working Group meeting via Teams on a evening.
- b. Information duly noted.

**198/23            SERVICES UPDATE**

Members noted the update report from the Business Support Manager.

**RESOLVED**

- a. Information duly noted.
- b. To amend the recommendation to March Full Council to *Cease the Sunday Lunch service.*

**199/23            THE WARM WELCOME SOCIAL SESSIONS – BILLINGHAM PILOT**

Members received the report on the above sessions currently happening in Thornaby.

**RESOLVED**

To support the sessions and investigate costs to the Town Council

The meeting concluded at 6.15 pm with Councillors Bendelow, Atkinson, Lacey & Stoker present.

Signed..... Date .....  
Chairman of Services & Engagement Committee

DRAFT



***Report to Services & Engagement Committee: Tuesday 16<sup>th</sup> April 2024***

***Report by: Miss Tracy Reece, Business Support Manager***

***Subject: Services Update***

### **Café In the Park**

The Café continues to offer a community space (warm & safe) offering hot drinks, A friendly environment and someone to chat with as we are part of the Chatty Café Scheme.

The Café reopened on the 1<sup>st</sup> of April with good footfall, and we have had great feedback from existing customers saying, "we are happy to be coming back to the café".

A full week of Easter fun has been enjoyed by all; from Easter bingo to being creative and lots of competitions. The easter bunny made regular appearances daily to reward the children for their creative work and for getting involved with games and activities.

The café is stocked with lots of homemade cakes, pies, sausage rolls and more. We are looking forwards to a busy year ahead.

### **Catering**

Catering for the RBL continues to be a success with 5 more booked in over the coming months.

Pioneering Care Partnership (PCP) health, wellbeing and learning for all, will be visiting the Café to provide community wellbeing talks and activities for the community and the groups.

### **Hub on tour**

Stockton Borough Council will visit on the 19<sup>th</sup> of April providing recruitment information.

**Tees Credit Union** – will visit on the 22<sup>nd</sup> of April offering help and information.

## **Groups**

**Tuesday am** - Stroke Group 10am -12 noon

**Tuesday pm** - Stockton Carers Peer Support Group 1pm – 3pm

**Wednesday am** - Walking Group 10.45am – 12 noon

**Wednesday pm** - Well-Being Group 12.30pm – 2pm

**Thursday am** - 10-2 Games Group 10am – 2pm

**Thursday am** - Cancer Support Group 10am-2pm

**Thursday pm** - Friendship Group 12noon-2pm

## **Go with the Flow**

Members of the public are welcome to visit the café and collect feminine hygiene products free of charge to help with the cost of living crisis.

## **Pantry**

The food pantry continues to run every Monday 9.30am - 11.30am supporting 40-50 family's each week offering a variety of none perishables foods, fresh fruit and vegetables and fresh meals provided from FareShare. The food pantry will open on a Tuesday when there is a bank holiday and is run by volunteers and an official staff member.

## **Sunday Lunch Service**

The Sunday lunch service continues to offer 70 two course meals to residents in Billingham.

This service has not been running every week due to shortage of volunteers and drivers.

## **Volunteers**

There is an increase of volunteers referred from STEPS that I work closely with, these volunteers support with the food pantry, within the café and the community garden.