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Billingham Library & Customer
Service Centre
Billingham
TS23 2LN

SERVICES & ENGAGEMENT COMMITTEE TO BE HELD ON

TUESDAY 18th JUNE 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 16th APRIL 2024

To approve the above draft minutes as a true and accurate record. (See Appendix A – draft minutes 16th April 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

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

8. REVIEW OF PANTRY IN THE PARK

Cllr Helen Atkinson will give a verbal update on the night.

Miss Vicky Lloyd

Deputy Town Clerk to Billingham Town Council

13th June 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.

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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 or telephone 01642 551171.

Billingham Town Council

DRAFT Minutes of Services & Engagement Committee Meeting

Tuesday 16th April 2024 at 5.30 p.m.

Held at Billingham Library & Customer Service Centre

Present Councillors: Cllr Michelle Bendelow (Chair of Committee)
Cllr Helen Atkinson
Cllr Gareth Hedley (Vice Chair of Committee)
Cllr Maria Lacey

Official: Miss Vicky Lloyd – Deputy Town Clerk

In attendance: Miss Dee Smith - Town Clerk/RFO
Ms Tracy Reece – Business Support Manager

Apologies: Cllr Clare Gamble (No apologies received)
Cllr Michael Shotton (No apologies received)
Cllr Mick Stoker (No apologies received)

Cllr Gina McCall was also present.

218/23 CHAIRMAN'S ANNOUNCEMENTS

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

219/23 DECLARATION OF INTEREST

There were no declarations of interest on this occasion.

220/23 PUBLIC PARTICIPATION TIME

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

221/23

**MINUTES OF SERVICES & ENGAGEMENT COMMITTEE MEETING
HELD ON 19th MARCH 2024**

Members were asked to approve the above draft minutes.

RESOLVED

- (i). That the minutes of the above meeting held on 19th March 2024, a copy of which has been circulated to each member, be approved, and signed as a correct record by the Chairman.

222/23

EVENTS UPDATE

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

D Day 80th Anniversary Beacon Lighting Ceremony

The D-Day commemoration working group have met to discuss plans for the 80th Anniversary of D-Day. On the morning of the 6th of June at 8:00am the Town Crier will read the official D-Day 80 Proclamation at the flagpole outside Billingham Library & Customer Service Centre. At 9:00am the town council will join with The Nation to raise a 'Flag of Peace' and lay a wreath.

On the evening from 8:00pm within John Whitehead Park, Billingham Silver Band will give a musical performance prior to our participation in the nations D-Day 80th Anniversary Beacon Lighting Ceremony at 9:15pm. At 9.15pm The Deputy Lord Lieutenant of Durham has been invited to light the beacon alongside which a member of the Royal British Legion will read The International Tribute to pay tribute to all those who took part in D-Day.

An event plan has been submitted to Stockton on Tees Borough Councils Independent Safety Advisory Group (ISAG) for assessment.

RESOLVED

- (i). Information duly noted.

223/23

SERVICES UPDATE

Members noted the update report from the Business Support Manager.

The Deputy Town Clerk informed members that a resident has made a complaint in respect of the Sunday Lunch service stopping. Members discussed the complaint and delegated the Deputy Town Clerk to respond to the resident.

RESOLVED

- (i). Information duly noted.
- (ii). The Deputy Town Clerk to respond to the resident.

224/23

SUNDAY LUNCH SERVICE

Cllr Atkinson asked members to consider a replacement for the Sunday Lunch delivery service which is to be stopped. At the Full Council meeting in March delegation was given to the Town Clerk and Business Support Manager, in consultation with Cllr Gamble to agree an exit plan and implementation.

The Business Support Manager informed members that due to a lack of volunteers it is becoming increasingly difficult to run the service.

Discussion took place on alternative services i.e. Age UK telephone friendship service a weekly check in call service to people who are feeling isolated. Local businesses that provide and deliver lunches and signposting anyone needing support as best we can to partner organisations.

Current service users will be contacted shortly informing them that the service will be stopping and to gain feedback on what support they need to shape a future service. We will work with our current service users to ensure that they are not left isolated following the closure of the service to identify other means of support as needed including Stockton on Tees Borough Councils First Contact Team.

RESOLVED

- (i). Information duly noted.

225/23

THE WARM WELCOME SOCIAL SESSIONS – BILLINGHAM PILOT

The Deputy Town Clerk advised members of initial startup costs for a six month pilot in Billingham. The sessions aim to create a fantastic community feel and create an environment that provides an ideal way of combating social isolation and loneliness whilst enabling participants a warm, safe and social space to interact with a broad selection of the community.

RESOLVED

(i). Information duly noted.

The meeting concluded at 6.10 pm with Councillors Bendelow, Atkinson, Hedley & Lacey present.

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



Report to Services & Engagement Committee: Tuesday 18/06/2024

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 too as we are part of the Chatty Café Scheme.

Wednesdays from 11am we have one of our volunteers at hand to chat with members of the public who visit the Café.

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

Afternoon teas are very popular now with lots of bookings coming in, we offer a selection of savory and sweet treats all homemade at a price of £8.50 per head.

Catering

Catering for the RBL continues to be a success with 4 more booked in over the coming Months.

Visits

PCP (Pioneering Care Partnership) 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 has been to visit the café on a couple of occasions to offer help and advice for employment and will be visiting again.

Credit Union has been to visit giving help and advice on savings.

Groups

Monday am - awaiting to start an art and well-being group.

Tuesday am - Stroke Group (cancelled at present)

Tuesday pm - Stockton Carers Peer Support Group

Wednesday am - Walking Group

Wednesday pm - Well-being Group

Thursday am - 10-2 Games Group

Thursday am - Cancer Support Group

Thursday am - Friendship Group

Friday pm – Age UK

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 09.30am-11.30am supporting 40-50 family's each week offering a variety of non perishable foods, fresh fruit and vegetables and fresh meals provided from Fare share. The food pantry will open on a Tuesday when there is a bank holiday. The food pantry is run by volunteers and an official staff member.

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.