



Lichfield City Council

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Town Clerk: Peter Young, B.A.

PY/CF

10 May 2010

To: Members of Lichfield City Council

Dear Councillor

You are hereby summoned to attend the Annual Meeting of **Lichfield City Council** to be held in the Guildhall, Lichfield, on **Monday, 17 May 2010** at **6.30 pm** at which the following business will be transacted.

Yours sincerely

Peter Young
Town Clerk

THE MEETING TO OPEN WITH PRAYERS

Apologies for absence

AGENDA

1 ELECTION OF MAYOR FOR THE ENSUING YEAR

2 COUNCIL MINUTES

To confirm as a correct record the Minutes of the City Council Meeting held on 26 April 2010 **(copy attached)**.

[NB: This item is for the accuracy of the Minutes only; any 'Matters Arising' on the Minutes will be taken at the Council Meeting on 28 June 2010]

3 APPOINTMENT OF DEPUTY MAYOR

4 ELECTION OF SHERIFF

- 5 **MAYOR TO RETURN THANKS FOR ELECTION**

- 6 **DEPUTY MAYOR TO RETURN THANKS FOR APPOINTMENT**

- 7 **SHERIFF TO RETURN THANKS FOR ELECTION**

- 8 **MAYOR TO ANNOUNCE THE APPOINTMENT OF A CHAPLAIN**

- 9 **VOTE OF THANKS TO RETIRING MAYOR**

- 10 **RESPONSE FROM THE RETIRING MAYOR**

- 11 **VOTE OF THANKS TO RETIRING SHERIFF**

- 12 **RESPONSE FROM THE RETIRING SHERIFF**

- 13 **THE MAYOR TO PRESENT BADGES OF OFFICE TO THE MAYORESS,
DEPUTY MAYOR'S LADY, AND SHERIFF'S LADY**

- 14 **THE MAYOR TO PRESENT REPLICAS OF BADGES OF OFFICE TO THE RETIRING
MAYOR AND MAYORESS**

- 15 **THE SHERIFF TO PRESENT REPLICAS OF BADGES OF OFFICE TO THE RETIRING
SHERIFF AND SHERIFF'S LADY**

- 16 **APPOINTMENT OF LEADER**

- 17 **APPOINTMENT OF DEPUTY LEADER**

- 18 **APPOINTMENT OF COMMITTEES, WORKING PARTIES AND ADVISORY COMMITTEES**
To confirm the Constitution of Committees, Working Parties and Advisory Committees
2010/2011 including respective Chairman and Vice-Chairman, as per **Appendix 1, attached.**

- 19 **MAYOR TO CLOSE THE MEETING**

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Lichfield City Council

Minutes of the Meeting of Lichfield City Council held in the Guildhall, Lichfield, on Monday, 26 April 2010 at 6.30 pm

PRESENT: Councillor T J Thomas (Mayor), and Councillors Mrs J A Allsopp, B F Bacon, Mrs N Bacon, Mrs M P Bland, G Boyle, Mrs M G Boyle, D P A Dundas, Mrs J M Eagland, Mrs D English, T V Finn, M J Fryers, C Greatorex, P L Hitchman, I A Jackson, Mrs E C Roe, D Smedley, J A Smith, C J Spruce, M A Warfield, B S White and J N Wilks.

APOLOGIES: Councillors R J Awty, B D Diggle, A D Thompson and J C Walker.

105 MAYOR'S ANNOUNCEMENTS

The Mayor reported on recent civic and other engagements he had attended, including the Sheriff's Show held at the Friary School on 19 March; the Over 70's Entertainment and Tea on 24 March; the Worshipful Company of Smiths Annual Service and Court; the Mayor and Sheriff's Charity Concert on 16 April (which was very well supported and helped to push the amount raised for charities during the year to over £10,000); St Georges Court on 23 April; and a very enjoyable service at the Cathedral on 25 April where over 400 Scouts were in attendance.

As this was the last full meeting he would preside over, the Mayor formally expressed his appreciation to the Town Clerk (Peter Young) and the Civic Administrator (Kate Durrant), for their help and advice during his year of office; and to fellow councillors for their support.

106 DECLARATIONS OF INTEREST

Councillors I A Jackson and J A Smith declared personal interests in Minute 110 (Darwin Hall Committee) since they were Trustees/Members of the Darwin Hall Community Association appointed as representatives by the City Council.

107 COUNCIL MINUTES

RESOLVED: *That the Minutes of the Meeting of the City Council held on 15 March 2010 (87 - 104) be confirmed and signed as a correct record.*

108 PLANNING APPLICATIONS COMMITTEE

RESOLVED: *That the Minutes of the Planning Applications Committee meetings held on 4 March 2010 and 25 March 2010 be received.*

109 INTERNAL CONTROL WORKING PARTY

RESOLVED: *That the Minutes of the Internal Control Working Party held on 18 March 2010 be received, and the recommendations contained therein be adopted.*

110 DARWIN HALL

RESOLVED: *That the Minutes of the Darwin Hall Committee meeting held on 15 April 2010 be received.*

111 JOHNSON BIRTHPLACE ADVISORY COMMITTEE

RESOLVED: *That the Minutes of the Johnson Birthplace Advisory Committee held on 1 April 2010 be received, and the recommendations contained therein be adopted.*

112 REPORT OF THE MUSEUMS AND HERITAGE OFFICER

Consideration was given to the report of the Museums and Heritage Officer. It was also reported that, following a nomination from this Council, Joanne Wilson had been shortlisted for one of the top three places in the NALC "Council Worker of the Year" competition.

RESOLVED:

- 1. That the Museums and Heritage Officer be thanked for her report and the report be received.**
- 2. That the Council's congratulations to Joanne Wilson be placed on record.**

113 REGISTRATION OF CITY COUNCIL LAND

Consideration was given to the agenda report which detailed progress made on registering the Council's property interests with the Land Registry.

RESOLVED: That the report be noted.

114 PAYMENT OF ACCOUNTS

RESOLVED: That payment of accounts be approved and confirmed as listed for the period 1 March 2010 to 31 March 2010 in the sum of £370,483.37 General Account, and £1,248.44 Imprest Account.

115 EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED: That in accordance with Section 19(2) of the Public Bodies (Admission to Meetings) Act 1960, by reason of the confidential nature of the business next to be transacted, the public and press be excluded from the meeting.

116 STAFFING AND ESTABLISHMENT WORKING PARTY

RESOLVED: That the Minutes of the Staffing and Establishment Working Party held on 14 April 2010 be received, and the recommendations contained therein be adopted.

At the conclusion of the meeting the Leader of the Council, Councillor D Smedley expressed his personal thanks to all Officers for their hard work during the year; and to fellow Councillors for their support and cross party working over the year for the benefit of the City.

**THERE BEING NO FURTHER BUSINESS
THE MAYOR DECLARED THE MEETING CLOSED AT 6.47 PM**

MAYOR

CONSTITUTION OF COMMITTEES, WORKING PARTIES, AND ADVISORY COMMITTEES

- a) **Planning Applications Committee**
All members of Council
Chairman ; **Vice Chairman**

- b) **Grants Advisory Committee (9 members)**
7 Majority Group -
1 Liberal Democrat Group -
1 Independent – *Cllr J Walker*
Chairman ; **Vice Chairman**

- c) **Internal Control Working Party (6 members)**
5 Majority Group –
1 Liberal Democrat Group –
Chairman ; **Vice Chairman**

- d) **Johnson Birthplace Advisory Committee (6 members)**
5 Majority Group –
1 Liberal Democrat Group –
Also: 1 Johnson Friends (appointed by Friends) and 1 Johnson Society (appointed by Society)
Chairman ; **Vice Chairman**

- e) **Staffing Establishment Working Party (6 members)**
5 Majority Group -
1 Liberal Democrat Group -
Chairman ; **Vice Chairman**

- f) **Darwin Hall Committee**
6 Majority Group -
1 Liberal Democrat Group -
Chairman ; **Vice Chairman**

- g) **Twinning Visits Grants Fund Working Group** *Defined by Council resolution as:
Leader of Council, Deputy Leader and Liberal Democrat Group Leader*

- h) **Tender-Opening Sub-Committee** *Defined in Standing Orders as:
Mayor, Deputy Mayor, Leader of Council, and Deputy Leader
Plus – (as observer) Liberal Democrat Group Leader or their nominee*

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