



# Lichfield City Council

53 Wade Street, Lichfield, Staffordshire, WS13 6HL

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**Town Clerk: Peter Young, B.A.**

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PY/CF

12 December 2008

To: Members of Lichfield City Council

Dear Councillor

You are hereby summoned to attend a **Special Meeting** of **Lichfield City Council** to be held in the Guildhall, Lichfield, on **Monday 22 December 2008** at **6.30 pm** at which the following business will be transacted.

Yours sincerely

Peter Young  
Town Clerk

**Apologies for absence**

## AGENDA

### 1 DECLARATIONS OF INTEREST

#### *THE MEETING TO ADJOURN FOR PUBLIC FORUM*

### 2 DARWIN HALL WORKING PARTY

*To adopt the Minutes and Recommendations of the Darwin Hall Working Party held on 10 December 2008 (attached).*

### 3 EXCLUSION OF PUBLIC

The Mayor to move "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".

### 4 GROUNDS MAINTENANCE CONTRACT

To consider the Town Clerk's confidential report and recommendations (**Appendix 1** attached) regarding an extension of the present Grounds Maintenance contract.

**PUBLIC PARTICIPATION SESSION  
AT CITY COUNCIL MEETINGS**

*Residents of Lichfield City have an opportunity to speak at each full City Council meeting. This brief Guide sets out the procedure to be followed.*

- 1. The public participation session will usually be held after the first item on the agenda – this will be about 5 minutes into the meeting.*
- 2. The public participation session will last up to 15 minutes at which residents of the City can ask the Council a question (or make a statement)*
- 3. You must give advance notice **not later than NOON** on the day of the meeting, with brief details of the statement / question to be asked – we need to know what your question is so that we can provide as full an answer as possible. Forms are available and we would ask you to call in person at the Council Offices at 53 Wade Street so that your question/statement can be duly receipted.*
- 4. Your statement/question must relate to a matter of special relevance to Lichfield City area, or within the responsibility of the City Council.*
- 5. Matters relating to the conduct of any individual councillor or member of staff will not be allowed – in such circumstances you should write to the Council.*
- 6. At the Council meeting statements/questions will be taken in the order in which they have been received. You will be allowed up to 3 minutes, and you can raise more than one issue within the overall limit of 3 minutes allowed to you, but you must have given advance notice of each statement/question to be asked.*
- 7. After each speaker, the Leader of Council (or his/her representative) will answer the question, or give notice that he/she will provide a written answer as soon as possible.*

*If a written answer is to be given, this will be sent to you at your stated address, and a copy will be made available for public inspection at the Council Offices, 53 Wade Street.*

\* \* \*

Lichfield City Council

Minutes of the Darwin Hall Working Group held at 10.00 pm on Wednesday, 10 December 2008  
in the Meeting Room, City Council Offices, Wade St, Lichfield

Present: Councillors R J Awty, T V Finn, Mrs E C Roe, D Smedley, C J Spruce and J N Wilks.

Apologies: J A Smith

12 MINUTES

**RESOLVED:** *That the Minutes of the Darwin Hall Working Group Meeting held on 6 November 2008 be confirmed as a correct record.*

13 DARWIN HALL CONSULTATION

Discussion took place on the responses received to the questionnaire which had been issued to all households on Darwin Park and Chesterfield Road estates. The questionnaire asked respondents to indicate their preference for one of two options, namely:

*"I want a community hall (297 sq metres) to be provided on the allocated site at the end of Cathedral Walk".*

OR

*"I do not want a community hall to be provided."*

It was noted that a total of 434 replies were received representing a 32.5% response rate. This compared with the City Council's consultation in May 2008 when responses came from only 7.6% of the households on these estates.

Of the 434 responses, one was invalid. Of the remainder, 278 (64.2%) indicated that they wanted a community hall on the allocated site at the end of Cathedral Walk and 155 (35.8%) indicated that they did not want a community hall to be provided.

The results were therefore overwhelmingly in favour of the hall being provided on the allocated site, and the responses came from a far larger number of households than any previous survey of the estate.

Members also discussed several identical emails received concerning the content of the information provided in the questionnaire, together with a further email suggesting an "alternative site"; and agreed responses to be made.

**RECOMMENDED:**

- 1. *That the Council instruct its architects to prepare and submit a planning application for a community hall (the Darwin Hall) on the allocated site at the southern end of Cathedral Walk, the hall to be of equivalent size to the Boley Park Community Hall (297 sq m).***
- 2. *That a Darwin Hall Committee be established, comprising the same members as the current Darwin Hall Working Group.***
- 3. *That the Council grants delegated authority to the Darwin Hall Committee to undertake all matters necessary to secure construction of the community hall on the allocated site within a capital budget of £750,000.***

**THERE BEING NO FURTHER BUSINESS THE CHAIRMAN DECLARED THE MEETING CLOSED AT 10.50 AM**

**CHAIRMAN**