



Lichfield City Council

53 Wade Street, Lichfield, Staffordshire, WS13 6HL

Tel: (01543) 250011 Fax: (01543) 258441 e-mail: townclerk@lichfield.gov.uk

Town Clerk: Peter Young, B.A.

PY/CF

21 February 2011

To: Members of Lichfield City Council

Dear Councillor

You are hereby summoned to attend a meeting of **Lichfield City Council** to be held in the Guildhall, Lichfield, on **Monday, 28 February 2011** 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 MAYOR'S ANNOUNCEMENTS

2 DECLARATIONS OF INTEREST

3 COUNCIL MINUTES

To confirm as a correct record the Minutes of the Council Meeting held on 25 January 2011 (copy attached).

4 MATTERS ARISING ON COUNCIL MINUTES

5 PLANNING APPLICATIONS COMMITTEE

The Chairman of the Planning Applications Committee to move that the Minutes of the Planning Applications Committee Meetings held on 6 January and 27 January 2011 be received (copy previously circulated).

6 TO ANSWER QUESTIONS UNDER STANDING ORDER 8(2) IF ANY

THE MEETING TO ADJOURN FOR PUBLIC FORUM

7 DARWIN HALL COMMITTEE

To receive the Minutes of the Darwin Hall Committee held on 27 January 2011 (**copy attached**).

8 GRANTS ADVISORY COMMITTEE

To adopt the Minutes and recommendations of the Advisory Committee held on 10 February 2011 (**copy attached**).

9 NOMINATIONS FOR CIVIC OFFICE 2011/12

- a) Nominations for Mayor Elect
- b) Nominations for Deputy Mayor Elect
- c) Nominations for Sheriff Elect

(Nomination form **enclosed**)

10 REPORT OF THE MARKETS OFFICER

To receive the report of the Markets Officer, **Appendix 1** attached.

RECOMMENDED: That the Report be noted.

11 REPORT OF THE OPEN SPACES OFFICER

To receive the report of the Open Spaces Officer, **Appendix 2** attached.

RECOMMENDED: That the Report be noted.

12 CALENDAR OF MEETINGS 2011/2012

To confirm the Calendar of Meetings for 2011/2012, **Appendix 3** attached.

13 NORTH LICHFIELD INITIATIVE - TRUSTEE

The North Lichfield Initiative (NLI) is shortly to adopt a revised constitution to enable it to become an independent registered charity. Under the terms of the new constitution the current Board members would become trustees of the charity, and the Board would comprise not less than 10 or more than 16 members as follows:

- a) 7 members elected at the Annual General Meeting
- b) Up to 7 members nominated by partner organisations (1 representative each) from: Lichfield District Council, Lichfield City Council, Bromford Housing, Midland Heart, Staffordshire County Council, Lichfield Community Safety Partnership, plus an additional representative from an organisation (to be elected at the AGM)
- c) A maximum of 2 further members co-opted by the Board itself.

Members of the Board will have a duty to act independently and in the best interests of the North Lichfield Initiative.

The City Council currently appoints one representative to the NLI Board, and this appointment is made annually. The current representative is Cllr Dundas.

RECOMMENDED: That the Council approves that the Council's annual appointment of a representative to serve on the NLI Board, will (from adoption of the new constitution) be the appointment of a Trustee to the North Lichfield Initiative.

14 PAYMENT OF ACCOUNTS

To confirm payment of accounts as listed in the attached schedule **Appendix 4** for the period 1 January 2011 to 31 January 2011 in the sum of £75,072.07 General Account, and £385.50 Imprest Account

15 EXCLUSION OF THE 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'.

16 LAND REGISTRATION ISSUES

To consider the Confidential Report and Recommendations **Appendix 5, attached.**

* * * * *

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 fifth item on the agenda – this will usually be about 15 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 Meeting of Lichfield City Council held in the Guildhall, Lichfield,
on Tuesday, 25 January 2011 at 6.30 pm

PRESENT: Councillor C J Spruce (Mayor), and Councillors R J Awty, B F Bacon, Mrs N Bacon, J R Bayliss, Mrs M P Bland, B D Diggle, D P A Dundas, Mrs J M Eagland, Mrs D English, T V Finn, C Greatorex, P L Hitchman, I A Jackson, Mrs E C Roe, D Smedley, J A Smith, T J Thomas, A D Thompson, J C Walker, M A Warfield and J N Wilks.

APOLOGIES: Councillors Mrs J A Allsopp, G Boyle and Mrs M G Boyle.

79 MAYOR'S ANNOUNCEMENTS

The Mayor reported on recent civic and other engagements he had attended, which had included 14 Carol Services and visits to St Giles Hospice, Whittington Barracks and Scotch Orchard School.

80 DECLARATIONS OF INTEREST

Councillors R J Awty, T V Finn, I A Jackson and J A Smith declared a personal interest in Minute 84 (Darwin Hall Committee) as they were directors of the Darwin Hall Community Association. Councillors Mrs J M Eagland and T V Finn declared a personal interest in Minute No 88 (Electoral Review of Staffordshire) as they were elected members of Staffordshire County Council. Councillor M A Warfield declared a personal interest in Minute No 88 (Electoral Review of Staffordshire) as he was employed by a parish council whose area was referred to in the Report.

81 COUNCIL MINUTES

RESOLVED: *That the Minutes of the Meeting of the City Council held on 6 December 2010 (61 - 78) be confirmed and signed as a correct record.*

82 PLANNING APPLICATIONS COMMITTEE

RESOLVED: *That the Minutes of the Planning Applications Committee meetings held on 18 November 2010 and 8 December 2010 be received.*

83 QUESTIONS UNDER STANDING ORDER 8(2)

Councillor J C Walker submitted the following question under Standing Order 8(2):

Who is going to take responsibility for the shabby workmanship and unsuitable material used in the block paving, which is causing a danger to the public and a terrible eye-sore to this historical city; and what cost is this going to be to the tax payer?

Councillor D Smedley, Leader of Council, answered as follows:

The paving works were arranged by Lichfield District Council. It is known that problems have been experienced with the durability of some of the paving blocks that were installed, and it is understood that the District Council has referred this matter to the suppliers of the paving blocks to seek a remedy to this.

84 DARWIN HALL COMMITTEE

RESOLVED: *That the Minutes of the Darwin Hall Committee meeting held on 9 December 2010 be received.*

85 STAFFING ESTABLISHMENT WORKING PARTY

RESOLVED: *That the Minutes of the Staffing Establishment Working Party held on 16 December 2010 be received.*

86 REPORT ON NALC LARGER COUNCILS CONFERENCE

The Council considered the report of Councillor A D Thompson on the NALC Larger Councils Conference held on 1 December 2010.

RESOLVED: That Councillor Thompson be thanked for his Report and the Report be noted.

87 LOCALISM BILL

The Council considered a report outlining the main elements of the Localism Bill which received its first reading on 13 December 2010. This was the Government's new legislation to radically shift power away from Westminster and down to local communities.

During the discussion on this item it was suggested that a Working Party should be established to examine in more detail the implications of this major legislation for town and parish councils.

RESOLVED: That the Report be noted.

88 ELECTORAL REVIEW OF STAFFORDSHIRE

The Council considered a report outlining the progress of the Review - the County Council's proposals for new County divisions; and an alternative proposal which would avoid the City/District Ward of St Johns being split between two County electoral divisions.

RESOLVED: That the City Council propose to the Boundary Commission the alternative County Divisions as indicated in the Report, for the reasons as stated.

89 FEES AND CHARGES 2011/2012

The Council considered the level of fees and charges to be levied for Markets, the Guildhall and photocopying for 2011/2012.

RESOLVED:

1. **That charges for the Markets per 2.4 metre [8 foot] stall with effect from 1 April 2011 be increased as follows:**

Friday market - £20.00 = £18.00 rent, plus £2.00 (VAT inclusive) service charge

Saturday market - £21.00 = £19.00 rent, plus £2.00 (VAT inclusive) service charge

Farmers' market - £21.00 = £19.00 rent, plus £2.00 (VAT inclusive) service charge

Tuesday market - £11.00 per 2.4 m. frontage stall x 2.1m. depth (minimum charge), plus £1.80 per 50cm extra frontage, and £1.10p per sq m. for additional depth of stall. Includes a £1 (VAT inc.) service charge.

2. **That the Guildhall hire charges with effect from 1 April 2011 be as detailed in Appendix 4 to the agenda.**

3. **That with effect from 1 April 2011 the charges for photocopies be:**

A4 Monochrome - 5 pence per copy (side), inclusive of VAT

A3 Monochrome - 8 pence per copy (side), inclusive of VAT

A4 Colour - 10 pence per copy (side), inclusive of VAT

A3 Colour - 15 pence per copy (side), inclusive of VAT

**90 BUDGET ESTIMATES 2011/2012
(INCLUDING FINANCIAL PROGRESS REPORT 1 APRIL TO 31 DECEMBER 2010)**

Consideration was given to:

- a) Financial Progress Report for the period 1 April to 31 December 2010.
- b) Budget estimates for 2011/2012 financial year.

RESOLVED:

- 1. ***That the Financial Progress Report for the period 1 April to 31 December 2010 be noted.***
- 2. ***That the Council approve:***
 - i) ***The Budget Estimates and Report for 2011/2012 financial year.***
 - ii) ***A precept for 2011/2012 financial year in the sum of £630,500.***

91 PAYMENT OF ACCOUNTS

RESOLVED: *That payment of accounts be approved and confirmed as listed:*

- a) ***1 November 2010 to 30 November 2010 in the sum of £57,808.68 General Account, and £977.91 Imprest Account.***
- b) ***1 December 2010 to 31 December 2010 in the sum of £65,299.99 General Account, and £564.68 Imprest Account.***

THERE BEING NO FURTHER BUSINESS THE MAYOR DECLARED THE MEETING CLOSED AT 6.59PM

MAYOR

Lichfield City Council

Minutes of the Darwin Hall Committee held at 7.20 am on Thursday, 27 January 2011 in Committee Room 1, Guildhall

Present: Councillors B F Bacon, D Smedley, C J Spruce and J N Wilks

In attendance: Peter Young (Town Clerk)

Apologies: Councillors Mrs J A Allsopp and Mrs M P Bland

55 MINUTES

RESOLVED: *That the Minutes of the Darwin Hall Committee Meeting held on 9 December 2010 be confirmed as a correct record.*

56 FINAL ACCOUNT

The Town Clerk reported that the Government grant for the ground source heat pump had now been received, in the sum of £13,450. Taking this into account the final net cost of the project was likely to end some £13,500 over the budgeted expenditure of £780,000.

Members considered various items of correspondence from the Paul Mantle Partnership, which had been submitted subsequent to the meeting on 9 December. This correspondence outlined the detailed background to the cost over-runs and the 9 week time delay in completing the contract.

Concerns were expressed regarding the quality of service which had been provided by some elements of the professional advisers who had been engaged.

Concerns were also expressed regarding the quality of the landscaping works, and this would need to be monitored during the coming growing season.

It was felt that the main issue which remained was of the plywood reinforcement to the roof structure which had been a required modification to the contract specification and had led to additional build cost plus the cost of a one week extension of time on contract completion. It was considered this was not the responsibility of the builder so was not an issue related to the builder's final account. However it was a matter which should have been incorporated in the original design and contract specification, and so those elements of the professional team which were responsible for this design should meet the cost of the one week extension of time that had resulted.

RESOLVED: *That the Town Clerk write to PMP Consultants, and Bryant, Priest, Newman architects, to ascertain who was responsible for the errors in the roofing specification, and seeking appropriate recompense for the additional costs which had resulted.*

57 NEXT MEETING

Time and date of the next meeting to be arranged.

**THERE BEING NO FURTHER BUSINESS THE CHAIRMAN DECLARED
THE MEETING CLOSED AT 7.40 PM**

Lichfield City Council

Minutes of Grants Advisory Committee Meeting held in Committee Room No.1 Guildhall, Lichfield, at 6.30 pm on Thursday, 10 February 2011

PRESENT: Councillor M A Warfield (Chairman) and Councillors R J Awty, D P A Dundas, Mrs E C Roe, D Smedley, C J Spruce, T J Thomas, A D Thompson and J C Walker

APOLOGIES: None, all members present.

1 GRANTS TO OUTSIDE BODIES 2011/2012

Consideration was given to applications received for financial assistance from the 2011/12 budget.

RECOMMENDED: *That the Council makes grants totalling £29,335 to the following organisations as indicated, with grants to organisations marked * being made under Section 137 of the Local Government Act 1972, being in the opinion of the Council in the interest of the area or the inhabitants and which will bring benefit in a manner commensurate with the expenditure:*

	£
1 Lichfield District Arts Association	4,100
2 Erasmus Darwin House	3,500
* 3 South East Staffordshire Citizens Advice Bureau	3,500
4 Lichfield Greenhill Bower	3,100
5 Lichfield District Council - Playschemes	2,000
6 Lichfield Festival	2,400
7 Lichfield District Community Transport	1,000
8 Voluntary Transport for the Disabled	1,000
9 City of Lichfield Concert Band	500
* 10 Relate South Staffs	600
* 11 City of Lichfield Royal British Legion (conditional on use for hire of rooms at Guildhall)	520
* 12 Lichfield Over 60's Club	400
13 Lichfield Mysteries	500
* 14 Victim Support	500
15 Lichfield Talking Newspaper	400
* 16 Pathway Project	350
* 17 Fusion Credit Union	250
18 Lichfield District Council – Proms in the Park	250
* 19 CRUSE Bereavement Care	250
* 20 Lichfield Branch of Arthritis Care	250
* 21 Lichfield Trent Valley Community First Responders	250
22 1206 (Mercian) Squadron Air Training Corps	250
23 LAPA	190
* 24 Lichfield Darby & Joan	220
25 Lichfield Competitive Music Festival	220
26 St Michael's Church Choir & Youth Club	220
27 Wade Street Church Youth Group	220
* 28 Alzheimer's Society Lichfield Branch	300
* 29 Fairtrade Lichfield	0
30 Lichfield Sinfonia	100

	31	<i>Lichfield Singers</i>	100
*	32	<i>Worshipful Company of Smiths</i>	0
	33	<i>Lichfield Cathedral Outreach Group</i>	70
*	34	<i>Lichfield & Tamworth Gateway Club</i>	150
	35	<i>Johnson Society</i>	130
	36	<i>Curborough Community Association</i>	120
	37	<i>Tiddlers Pre-school</i>	0
	38	<i>Jack & Jill's Pre School</i>	0
	39	<i>Darwin Walk Trust</i>	110
	40	<i>Lichfield & District Allotments & Home Gardens Society</i>	200
	41	<i>Lichfield Embroiderers Guild</i>	100
	42	<i>Duke of York Bowling Club</i>	100
	43	<i>Lichfield Bowling Club</i>	100
	44	<i>Lichfield City Gardening Guild</i>	100
	45	<i>Lichfield Young Embroiderers</i>	100
	46	<i>Lichfield Twinning Association</i>	85
	47	<i>Lichfield & District Anglo German Club</i>	50
*	48	<i>Lichfield Rail Promotion Group</i>	50
	49	<i>Exposure</i>	0
	50	<i>Lichfield Museum Bowling Club</i>	100
*	51	<i>Low Carbon Lichfield</i>	0
	52	<i>Axign</i>	0
*	53	<i>National Association of Widows</i>	0
	54	<i>6th Lichfield Scout Group</i>	0
	55	<i>Lichfield Crown Green Bowling Club</i>	100
	56	<i>Speakers' Corner Lichfield</i>	150
	57	<i>Monks Walk Group</i>	100

The following councillors declared a prejudicial interest in the applications from the undermentioned organisations and left the meeting during the discussion and voting thereon:

Curborough Community Association – M A Warfield
Fairtrade Lichfield – A D Thompson
Lichfield Greenhill Bower – M A Warfield
Speakers' Corner Lichfield – A D Thompson

The following councillors declared a personal interest in the applications from the undermentioned organisations:

Curborough Community Association – D P A Dundas
Erasmus Darwin House – C J Spruce, A D Thompson
Jack & Jill's Playgroup – R J Awty
Johnson Society – T J Thomas, A D Thompson
Lichfield Cathedral Outreach Group – C J Spruce
Lichfield Festival – D P A Dundas, C J Spruce, A D Thompson
Lichfield Greenhill Bower – Mrs E C Roe
Lichfield Mysteries – C J Spruce
Lichfield Rail Promotion Group – A D Thompson
Lichfield Twinning Association – D Dundas, Mrs E C Roe, T J Thomas, A D Thompson
Sixth Lichfield Scout Group – T J Thomas

THERE BEING NO FURTHER BUSINESS THE CHAIRMAN DECLARED THE MEETING CLOSED AT 7.30 PM

REPORT BY LICHFIELD CITY COUNCIL MARKETS OFFICER

1. Market Square Bookings and Events

The Lichfield Christmas Festival Weekend took place on Saturday 11 and Sunday 12 December on the Market Square and surrounding streets. There was a half relocated market on the Saturday providing an area on the Market Square for free festivities such as family trails, crafts and a visit from Santa along with hot chocolate, mulled wine and mince pies provided for sale by a local Scout Group. This coincided with the Chamber of Trade's Christmas Market and festivities held on Sunday 12 December. The Saturday festivities proved to be successful, especially as there was no available budget for this event, and will hopefully be repeated in December this year.



Salvation Army performing on Market Square



Refreshments gazebo

The Lichfield Festival will be holding a Spring Fayre Craft Market on the Market Square, using the City Council stalls, on Sunday 1 May to celebrate the Lichfield Festival's 30th Anniversary.

A half relocated market is planned for Saturday 18 June when the Lichfield Folk Festival will, for the second year running, hold a folk dance festival to perform various country dances on the Market Square.

2. Advertising

A further supply of Market leaflets were printed in January and these are regularly supplied to Lichfield District Tourism Association to distribute at various Travel Swap Shops throughout the year, as well as batches being sent twice a year to the Tourist Information Centres within a 50 mile radius of Lichfield. The Lichfield Markets are advertised in all of the LDTA annual brochures.

Market advertisements have been placed in a number of the most popular coach and leisure annual publications and requests for further information have been received.

3. Repairs and Maintenance

Twenty wooden stall boards have recently been delivered with a further order for 20 end frames and 20 stall bars to be processed before the end of March.

A small number of ridge and roof tiles on the Market Square toilet block were either missing or broken towards the end of 2010 and have subsequently been repaired or replaced along with a small number of bolts securing the benches. The guttering on Traders' Toilets, part of which was damaged, had to be replaced at the end of 2010 due to the original product being obsolete.

The use of traffic cones around the edge of the Market Square on non-market days has proved relatively successful over the last couple of years as a deterrent for unauthorised parking. Further cones were ordered at the end of 2010 to ensure an ample supply and also to replace the few that had disappeared.

The District Council will be undertaking remedial works to the original paving scheme, including completion of the art work around the Johnson statue, replacement of the trees and grilles, and the addition of tree guards, at the end of September/early November. The severe weather conditions at the end of 2010 caused damage to a large number of paving blocks on the Market Square and these will be replaced. The faulty RCD units on the electrical pop-ups have been replaced, and the annual service of the pop-ups will be completed during February.

4. Miscellaneous

Two members of the Limburg Twinning Association, visiting Lichfield in October 2010, placed a £300 order for home made chutney and jam with the “Lyn’s Larder” stall on the General Market. Upon collection they spent a further £200 on home made produce before returning to Germany fully laden!

The opening of the multi-storey car park in November was beneficial to the markets’ Christmas trade. The severe weather before Christmas created problems, but with some sterling snow clearance and gritting none of the markets were cancelled.

The extra Farmers’ Market on Thursday 16th December proved to be popular as it gave customers an additional opportunity to buy local fresh produce close to the Christmas period.

David Cross, a very popular Lichfield market trader, retired on Friday 17 December 2010 after trading for 42 years selling men’s clothing. He was presented with a Christmas Hamper from the Mayor, Cllr Chris Spruce, was thanked for his support of the Lichfield Markets, and congratulated on his long-term record of attendance.



David Cross receiving a Christmas hamper from the Mayor, Cllr Chris Spruce, to celebrate his retirement.



David Cross standing by his stall after his presentation.

A number of Market Square bookings on non market days have already been received for 2011 helping to increase Market revenue.

5. Summary

Although the recession continues to affect both Market traders and customers, the occupancy of the Tuesday and Saturday markets remains at 100%. The Friday market however has reduced to a 20% under-occupancy of stalls at the beginning of 2011. As an incentive to encourage regular attendance, permanent Friday traders have been offered the opportunity to trade rent-free for the fourth week of February, providing they attend and pay full rent for the first three weeks.

Trade at the monthly Farmers’ Market has also shown signs of a slight decline although new producers are applying to attend on a regular basis. It remains an appealing market and one of the largest and most successful in the area.

Rachel Clive
Markets Officer
February 2011

**REPORT BY LICHFIELD CITY COUNCIL OPEN SPACES OFFICER
August 2010 – January 2011**

Community Involvement

During the summer holidays a children's Longbow workshop was held in the Guildhall. It was very well attended with an age range from seven through to twelve years, plus accompanying parents and grandparents. The Ash and Hazel wood used to make the bows was coppiced from St Michaels Churchyard where much of it grows out of the gravestones and needs controlling.

Children were educated about the different types of wood such as identifiable features, and were then given a demonstration on how to carefully carve notches into the wood in order to house the bow string. The group were all very keen to choose their own bow and set to work on carving their own unique designs and decorate them with beads and feathers for real authenticity. A reporter from the Express and Star came along to the event and a feature appeared in the newspaper on Monday 9 August 9.



Longbows completed and ready for action!



A participant gets busy carving his bow

On 18 September as part of the heritage weekend another longbow craft activity was organised on the Market Square. This was a free of charge drop-in style workshop and proved very popular. It formed part of a collaboration of organised events and activities put together by the *Visit Lichfield* team and the Lichfield Heritage Working Group. The Open Spaces Officer is keen to take part again this year.

October saw the completion of the 'Route 22' Art Project when the colourful plywood boards were installed on various bus shelters around the north of the City. Initial concerns were that they may be the subject of vandalism, but thankfully this has not been the case up till now and it appears that the artwork is much enjoyed and respected by the local community. The Open Spaces Officer is delighted with how they look and will continue to monitor them.



Some of the Artwork designed by children, teenagers and adults over the two day workshops

Footpaths

During September and October there was a spate of arson attacks on hedgerows running adjacent to City Council owned footpaths. Sections of hedges were badly charred but luckily the fires were put out before getting too out of hand. Residents whose boundary fences were caught in the fire were quick to replace any damaged fencing, and it is hoped that some of the vegetation will recover in time and eventually fill the gaps. Liaison with a local Police ensured that any new attacks were promptly reported. A person was apprehended, and there have been no new incidences of fire.

Maintenance and Repair

A wide range of remedial tasks have been completed thanks to the services of a new handyman. These include fence repair, memorial bench installation, low-level railing replacement, barrier welding and a new electrics housing unit. Site visits are promptly followed by quotations and work is carried out efficiently and to a high standard.



Sectional fence repair, London Road.



A new memorial bench, Christchurch extension.



New electric housing unit for the library corner fountain



A much improved and safer car-park railing at Curborough Community Centre Field.

The new car park railing adjacent to Curborough playing field was treated with timber preservative by the local community pay back team who attend the area regularly. Future tasks include the repair of sections of wall around the small parking area next to St Chad's Churchyard, and the repainting of the wooden benches located within various open spaces, such as Festival Gardens, Library Corner and the Friary Remains.

The driveway at St Michaels Church is to have some patch repairs carried out in order to improve the main access route onto the site.

Tree Planting

It is always satisfying to see new trees being planted and during January two crab apples ‘*Malus Rudolph*’ were planted on Pool Walk. These trees are particularly special as they are in memory of the two city council staff members who sadly passed away during 2010. A replacement tree has been planted on open space off Netherbridge Avenue where a mature Sycamore was felled.



One of the memorial Crab apple trees along minster pool walk



The Hornbeam ‘fastigiata’ in replacement of the mature Sycamore

Wildlife Conservation

The birds that frequent Christchurch churchyard will be pleased when they come across twenty new nesting boxes that have been put up around the site.

During the winter of 2010 a willing member of the Lichfield RSPB group skilfully whittled together the sturdy bird boxes. The timber was left over from the route 22 Art Project, so it’s wonderful to see that it has all been put to good use. The RSPB group are keen to monitor the bird species that use the boxes.

The Open Spaces Officer is extremely grateful to those who gave their time to the project and is very hopeful that some of the boxes will be inhabited during this coming nesting season.



St Michaels Churchyard

A team of community payback volunteers have been busily working on site in an aim to control the natural regeneration of certain types of vegetation. They are currently attending the site once a week and improvements can clearly be seen. Historical headstones have been revealed, paths swept, gutters cleared, weeds removed, and unattended burial plots tidied up.

Liaison between the Open Spaces Officer and the team supervisor has taken place during a site walk-about where plans have been discussed to create a natural woodland walk using bark chippings from diseased and storm-damaged trees.



An attractive memorial stone from 1839 that is now much more visible due to bramble clearance

In October the decision was made to remove a mature English Oak adjacent to the main driveway. The roots and base of the tree were host to the serious fungal pathogen *Meripilus giganteus* (Giant polypore). This is more commonly seen on Beech trees but it can occasionally affect Oak. The decay strategy in their parasitic nature means that they break down the woody cells of the root system via enzyme action, and then reabsorb the available nutrients as a food source. Over time this causes serious structural instability and renders the tree liable to failure. As the tree was next to the main driveway, there was a serious risk to people and property if the tree had fallen.



The fruiting body of Meripilus giganteus

A mature Lime tree had to be reduced in height when decay was detected within and around the base of the trunk. The cause of this being the colonisation of *Ustulina deusta* another fungal pathogen that causes the demise of the trees woody tissues.

The tree now remains on site as a habitat stump providing an excellent micro-habitat for small creatures and invertebrates.



Externally the two types of fruiting body appear as a white/grey flat layer and small crusty black lumps. The fungus feeds upon the heart wood of the host tree with the ability to penetrate deep into the centre of large trees. See the affected zone of the cross sectional slice of timber.

Professional Development

The Open Spaces Officer attended a free health and safety training day 'Engaging Arboricultural Contractors' offered by the arboricultural association. It was useful in highlighting new safety regulations that have come into force and what checks should be made when appointing contractors.

Study is continuing towards the Level 3 Technician's Certificate in Arboriculture with a substantial amount of background research being required to support learning and tutorials. The course is proving a fantastic way to increase levels of tree management knowledge some of which has already been applied directly in the work place. The Open Spaces Officer is thoroughly enjoying the challenge and looks forward to progressing through the remaining syllabus.

Heather Francis
Open Spaces Officer
February 2011

Calendar of Meetings 2011/2012

DATE	TIME	MEETING
Wednesday, 18 May	6.30 pm	ANNUAL COUNCIL
Thursday, 19 May	6.30 pm	Planning Applications Committee
Wednesday, 25 May	7.30 pm	ANNUAL TOWN MEETING
Thursday, 9 June	6.30 pm	Planning Applications Committee
<i>Wednesday, 15 June</i>	<i>6.30 pm</i>	<i>Internal Control Working Party</i>
Monday, 27 June	6.30 pm	COUNCIL (Year end accounts)
Thursday, 30 June	6.30 pm	Planning Applications Committee
Monday, 25 July	6.30 pm	COUNCIL
Thursday, 28 July	6.30pm	Planning Applications Committee
Thursday, 25 August	6.30 pm	Planning Applications Committee
Monday, 12 September	6.30pm	COUNCIL
Thursday, 15 September	6.30pm	Planning Applications Committee
<i>Tuesday, 4 October</i>	<i>2.30 pm</i>	<i>Johnson Birthplace Advisory Committee</i>
Wednesday, 5 October	6.30pm	Planning Applications Committee
Monday, 17 October	6.30pm	COUNCIL
Thursday, 27 October	6.30pm	Planning Applications Committee
<i>Thursday, 10 November</i>	<i>6.30 pm</i>	<i>Staffing Establishment Working Party</i>
<i>Wednesday, 16 November</i>	<i>6.30 pm</i>	<i>Internal Control Working Party</i>
Thursday, 17 November	6.30pm	Planning Applications Committee
Monday, 5 December	6.30pm	COUNCIL
Wednesday, 7 December	6.30pm	Planning Applications Committee
Thursday, 5 January	6.30pm	Planning Applications Committee
Monday, 23 January	6.30pm	COUNCIL (Budget)
Thursday, 26 January	6.30pm	Planning Applications Committee
<i>Thursday, 9 February</i>	<i>6.30 pm</i>	<i>Grants Advisory Committee</i>
Wednesday, 15 February	6.30pm	Planning Applications Committee
Monday, 5 March	6.30pm	COUNCIL
Thursday, 8 March	6.30pm	Planning Applications Committee
<i>Thursday, 15 March</i>	<i>6.30 pm</i>	<i>Internal Control Working Party</i>
<i>Thursday, 29 March</i>	<i>2.30 pm</i>	<i>Johnson Birthplace Advisory Committee</i>
Thursday, 29 March	6.30pm	Planning Applications Committee
Monday, 16 April	6.30pm	COUNCIL
Thursday, 19 April	6.30pm	Planning Applications Committee
Monday, 14 May	6.30pm	ANNUAL COUNCIL
Thursday, 17 May	6.30pm	Planning Applications Committee
Wednesday, 23 May	7.30pm	ANNUAL TOWN MEETING

LICHFIELD CITY COUNCIL - General Account Payment Schedule

From 1 January 2011 to 31 January 2011

<u>Date</u>	<u>Chq. No.</u>	<u>Payee</u>	<u>Details</u>	<u>Nett</u>	<u>VAT</u>	<u>Gross</u>
04/01/2011	16670	Redial Ltd	Markets - Carrier bags	1,677.90	293.63	1,971.53
04/01/2011	16671	Lichfield District Council	Markets - Advertisements	92.00	16.10	108.10
04/01/2011	16672	M Shaw	Birthplace - Mount & re-frame print	50.00	0.00	50.00
04/01/2011	16673	Lichfield Glass & Glazing	Bus Shelter - Repairs Eastern Avenue	30.00	5.25	35.25
04/01/2011	16674	Lichfield District Arts Association	Christmas Lights - PA etc at "switch on"	400.00	70.00	470.00
04/01/2011	16675	Sign Technology Ltd	Guildhall - Signs	465.00	81.38	546.38
13/01/2011	Autopay	Salaries & Wages	Salaries & Wages	17,676.74	0.00	17,676.74
17/01/2011	16676	M T Services Computer Systems Ltd	New network server and software	4,387.00	767.74	5,154.74
17/01/2011	16677	All Fit Towbars & Trailers Ltd	Market Stall Erection December 2010	3,031.05	530.43	3,561.48
17/01/2011	16677	All Fit Towbars & Trailers Ltd	Market stall - Storage Jan/Feb/March	750.00	0.00	750.00
17/01/2011	16678	Electrotest Services Ltd	Wade St Offices - Electrical Testing	106.60	18.66	125.26
17/01/2011	16678	Electrotest Services Ltd	Guildhall - Electrical Testing	50.02	8.75	58.77
17/01/2011	16678	Electrotest Services Ltd	Birthplace - Electrical testing	63.96	11.19	75.15
17/01/2011	16679	The Society of Local Council Clerks	Subscription	330.00	0.00	330.00
17/01/2011	16680	Staffordshire Media	Markets - Advertising	200.00	35.00	235.00
17/01/2011	16681	Forward Cleaning Contractors Ltd	Wade St - Window Cleaning	22.00	4.20	26.20
17/01/2011	16682	BT Payment Services Ltd	Birthplace - telephone	629.46	108.58	738.04
17/01/2011	16683	British Gas Business	Wade St - Gas 29/06/10 - 11/10/10	39.88	1.98	41.86
17/01/2011	16684	Kall Kwik Tamworth	Birthplace - Gift Aid Pads	75.00	13.13	88.13
17/01/2011	16685	Group for Education in Museums	GEM Subscription 2011	91.00	0.00	91.00
17/01/2011	16686	Maurice Huckers	Darwin Hall - Acoustic Tiles	791.75	138.56	930.31
17/01/2011	16687	Postage by phone	Franking Machine	507.05	0.00	507.05
17/01/2011	16688	Jones Waste Services Ltd	Skip Hire December 2010	390.00	68.25	458.25
17/01/2011	16689	Chubb Electronic Security Ltd	Birthplace - Alarm Repairs	140.00	24.50	164.50
17/01/2011	16690	Derryford Electrical Contractors	Fountain - Electrical Repairs	75.00	13.13	88.13
17/01/2011	16690	Derryford Electrical Contractors	Guildhall - Fire Alarm/lighting service	303.59	53.13	356.72
17/01/2011	16690	Derryford Electrical Contractors	Darwin Hall - Emergency lighting	62.50	10.94	73.44
17/01/2011	16690	Derryford Electrical Contractors	Christmas Lights - Installation	6,006.00	1,201.20	7,207.20
17/01/2011	16690	Derryford Electrical Contractors	Darwin Hall - Flood Lights	691.00	138.20	829.20
17/01/2011	16691	Lichfield District Council	Darwin Hall Business Rates	778.00	0.00	778.00
17/01/2011	16691	Lichfield District Council	Grounds Maintenance Variation Orders	452.99	79.27	532.26
17/01/2011	16692	Eastern Shires Purchasing	Office Supplies Stationery	79.60	15.92	95.52
17/01/2011	16692	Eastern Shires Purchasing	Office Supplies Stationery	14.34	2.51	16.85
17/01/2011	16692	Eastern Shires Purchasing	Office Supplies Stationery	2.25	0.39	2.64
17/01/2011	16693	South Staffs Water Plc	Fountain Water 08/10/10 - 07/01/11	7.19	0.00	7.19
17/01/2011	16693	South Staffs Water Plc	Birthplace Water 08/10/10 - 07/01/11	39.05	0.00	39.05
17/01/2011	16693	South Staffs Water Plc	Market Toilets Water 08/01/10 - 07/01/11	138.12	0.00	138.12
17/01/2011	16694	Burntwood Roofing and Property Ltd	Market Toilet Block Guttering repairs	65.00	0.00	65.00
17/01/2011	16695	Virgin Media Payments Ltd	Wade St - Telephones Jan 2011	84.17	16.83	101.00
17/01/2011	16696	Brainwaves Rewards Ltd	Birthplace - stickers	87.75	17.55	105.30
17/01/2011	16697	Conservation Resources (UK) Ltd	Birthplace Conservation supplies	34.85	6.97	41.82
17/01/2011	16698	Lichfield Glass & Glazing	Boley Park CC - Glass Repairs	70.00	12.25	82.25
17/01/2011	16699	The QuinceTree Press	Birthplace - Items for sale	33.50	0.00	33.50
17/01/2011	16700	E.on UK Energy Services	Footway Lighting maint/energy 2010/11	7,273.71	1,272.90	8,546.61
17/01/2011	16701	A & J M Carroll	Proceeds of Book Sales 03/01/11	36.00	0.00	36.00

<u>Date</u>	<u>Chq. No.</u>	<u>Payee</u>	<u>Details</u>	<u>Nett</u>	<u>VAT</u>	<u>Gross</u>
17/01/2011	16702	Colin Shakespeare	Proceeds of Book Sales 03/01/11	51.33	0.00	51.33
17/01/2011	16703	Bee-Line Pest Control	Pest Control 05/10/10 - 05/01/11	200.00	0.00	200.00
17/01/2011	16704	The Midland News Association Ltd	Advertisement - Job Vacancies	636.40	127.28	763.68
24/01/2011	16705	Early Years/M&M Mercantile	Children's Stationery (Birthplace)	150.82	27.46	178.28
24/01/2011	16706	Solnet Systems Ltd	Internet Web Site 01/02/11 - 30/04/11	350.00	70.00	420.00
24/01/2011	16707	Forward Cleaning Contractors Ltd	Wade St - Window Cleaning	14.00	2.80	16.80
24/01/2011	16708	Viking Direct	Office Supplies - stationery	36.66	7.33	43.99
24/01/2011	16709	Key Industrial Equipment Ltd	Market Trolley/Darwin Hall Coat rail/hooks	198.00	34.65	232.65
24/01/2011	16710	Banner Business Services Ltd	Office Supplies - Stationery	43.05	8.61	51.66
24/01/2011	16711	MT Services Computer Systems Ltd	Hardware & software Support	612.50	0.00	612.50
24/01/2011	16712	N Power	Darwin Hall Electricity 02/05/10 - 01/11/10	543.26	95.07	638.33
31/01/2011	16713	H M Revenue & Customs Only	PAYE & ERNI - January 2011	5,789.70	0.00	5,789.70
31/01/2011	16714	Staffordshire Pension Fund	Superannuation - January 2011	4,269.56	0.00	4,269.56
10/01/2011	D/Debit	J D Leavesley Grandchildren Settlement	Wade Street - Rent March Qtr. 2011	7,473.75	0.00	7,473.75
10/01/2011	D/Debit	J D Leavesley Grandchildren Settlement	Wade Street Insurance November 11	876.00	0.00	876.00
10/01/2011	D/Debit	J D Leavesley Grandchildren Settlement	Wades St Service Charge	84.30		84.30
				69,660.35	5,411.72	75,072.07

LICHFIELD CITY COUNCIL - Imprest Account Payment Schedule

From 1 January 2011 to 31 January 2011

Imprest Account Payment Schedule

13/01/2011	4225	S D R	Salaries & Wages	242.57	0.00	242.57
21/01/2011	4226	Cash	Petty Cash 5501-5520	89.29	18.64	107.93
28/01/2011	4227	Soroptimist International Lichfield	Mayor's Allowance - Tickets	35.00	0.00	35.00
				366.86	18.64	385.50