

LICHFIELD CITY COUNCIL

**Minutes of a Meeting of Lichfield City Council held in the Guildhall, Lichfield,
on Monday, 19 January 1998**

PRESENT: The Right Worshipful the Mayor (Councillor Mrs M.K.Barratt), and Councillors D.L.Bailey, Mrs M.F.E.Baker, P.A.Barrett, M.R.Bennett, Mrs M.G.Boyle, J.R.Brooks, D.E. Burns, B.D.Diggle, Mrs J.M.Eagland, K.Edwards, I.G.Griffiths, Mrs A.H.R.Johnson, Mrs E.J.Knowles, J.Knowles, D.R.A.Love, J.R.T.Mercer, A.O'Donnell, B.M.Pretty, J.A.Smith, S. Smitton, M. Taylor, P. Wareing and W.J. Wilson.

APOLOGIES: Councillors T.V. Finn, Mrs K.P. Fontaine, A.J. Wilkins and R.J. Wingrove.

91. MAYOR'S ANNOUNCEMENTS

The Mayor reported on recent events she had attended including the Freedom of Entry Parade by the Staffordshire Battalion; the launch of the Leomansley Brook Initiative; the Switch-on of the Christmas Illuminations; and reminded members that the Charity Skittles Evening would take place in Guildhall on Friday, 6 February 1998

92. MINUTES OF COUNCIL MEETING

RESOLVED: *That the Minutes of the Council Meeting held on 10 November 1997 (68 - 90) be confirmed and signed as a correct record.*

93. MINUTES OF PLANNING APPLICATIONS COMMITTEE MEETINGS

RESOLVED: *That the Minutes of the Planning Applications Committee Meetings held on 23 October 1997, 13 November 1997 and 4 December 1997 be received.*

94. TWINNING WEEKEND 1998 WORKING GROUP

RESOLVED: *That The Minutes of the Twinning 1998 Working Group be received and the recommendations contained therein be adopted.*

95. YOUTH CONSULTATIVE GROUP

RESOLVED: *That the Minutes of the Youth Consultative Group held on 20 November 1997 and 7 January 1998 be received, and the recommendations contained therein be adopted.*

96. YOUTH CONSULTATIVE GROUP (PROJECTS FOR YOUTH)

RESOLVED: *1. That the Minutes of the Youth Consultative Group Projects for Youth held on 20 November 1997 be approved and the recommendation contained therein be adopted.*

2. That the City Council make a grant of £345 to the 19th World Scout Jamboree as detailed in the Minutes of the Projects for Youth Committee.

97. NORTH LICHFIELD INITIATIVE

Further to Minute No. 53 (22 September 1997) it was reported that the North Lichfield Initiative Working Group had appointed Consultants at a cost of £9,000 "to establish a mechanism and lay the foundations for the long term involvement of the community in determining the future of the area. In particular, to design and execute a community consultation exercise to identify the needs and desires of local people, employers and businesses for the improvement of the quality of life in North Lichfield".

RESOLVED: *That the City Council provide £1,000 of funding in the current financial year as a contribution towards the Consultants' Report on the North Lichfield Initiative, this funding to be allocated from general balances.*

98. TREE NURSERY AT CHRISTCHURCH ALLOTMENTS

Consideration was given to a letter dated 18 December 1997 from Lichfield District Council regarding proposals to establish a tree nursery on part of the Christchurch allotments.

RESOLVED: *That the Council agrees to the request from Lichfield District Council for the creation of a tree nursery on part of the Christchurch Allotments site, subject to:*

1. *The land being used as a tree nursery only.*
2. *The use terminating, and all nursery stock being removed from the site by 31 March 2001.*

3. *The District Council/Forest of Mercia/BTCV agreeing to make good any damage to the roadways, fences etc. arising from their use of the site, and to permit access at all times through the site for the City Council, and the Allotment Society and its tenants.*
4. *Such other terms as advised by the Council's solicitor.*
5. *That the Council's solicitor be requested to prepare a short agreement, embodying the above terms. The Council's reasonable legal costs involved in preparation of this to be paid by the District Council/Forest of Mercia/BTCV.*

99. JOHNSON RAILWAY POSTER - PURCHASE BY FRIENDS

Consideration was given to the agenda report from which it was noted that the Friends of the Johnson Birthplace Museum had agreed to purchase, at a total of £225, a poster of about 1935 depicting Johnson and Boswell sitting in a railway restaurant coach.

RESOLVED: *That the Council acknowledges with thanks the purchase by the Friends of this additional item for the Museum collection.*

100. FRIENDS OF THE SAMUEL JOHNSON BIRTHPLACE MUSEUM

Consideration was given to the agenda report outlining proposals for the Friends of the Samuel Johnson Birthplace Museum to change the charity from an unincorporated association (i.e. general membership) into a Trust. The Charity Commissioners had given approval in principle but the changes required the dissolution of the existing charity and the simultaneous creation of a new Charity with the revised objectives detailed in the agenda.

RESOLVED: *That consideration of this item be deferred to a later meeting.*

(Councillors Mrs M.G. Boyle, J.R.T. Mercer and W.J. Wilson declared a substantial non-pecuniary interest in this item and left the room during the discussion and voting thereon).

101. GROUNDS MAINTENANCE CONTRACT

Further to Minute No.86 (10 November 1997) the Town Clerk reported that four firms had been invited to tender for the Council's Grounds Maintenance and Footways Contract March 1998 to March 2002

It was noted that tenders had been received as listed in the agenda report and that the lowest tender received from Lichfield District Services in the sum of £71,319.00 had been accepted.

RESOLVED: *That the acceptance of the tender from Lichfield District Services in the sum of £71,390 be confirmed.*

102. OUTSIDE SERVICES OFFICER - JOB DESCRIPTION

Further to Minute No.86.2 (10 November 1997) consideration was given to the draft job description and terms and conditions of service in respect of the appointment of an Outside Services Officer.

RESOLVED: *That the job description and terms and conditions of service for the post of Outside Services Officer be approved.*

103. ROOM HIRE CHARGES

RESOLVED: *That the room hire charges for the period commencing 1 April 1998 be as contained in Agenda Appendix 4b.*

104. MARKET RENTS

a) Friday Market

RESOLVED: *That the City Council's Friday market rent remain equal to the District Council's Saturday market rent.*

b) Tuesday Market and Pool Walk Artists

RESOLVED: *That the current rentals remain unchanged for 1998/99.*

105. LCC BALANCE SHEET 1996/97

Consideration was given to the Council's Balance Sheet and financial statement for the year 1996/97.

It was noted that this had been produced in a new format to meet the requirements of the Accounts and Audit Regulations 1996.

RESOLVED: *That the Balance Sheet 1996/97 be received.*

106. BUDGET ESTIMATES 1998/99 (INCLUDING 3RD QUARTER PROGRESS REPORT 1997/98)

Consideration was given to the agenda report and draft budget estimates and precept for 1998/99, including the 3rd quarter Financial Progress Report for 1997/98.

RESOLVED: 1. *That the 3rd quarter Financial Progress Report for 1997/98 be noted.*

2. *That the budget estimates as circulated with the agenda be approved, and a sum of £372,750 be precepted for the financial year 1998/99*

107. PAYMENT OF ACCOUNTS

RESOLVED: *That payment be approved and confirmed for accounts as listed for the period 1 October 1997 to 31 December 1997 in the sum of £144,579.32 General Account and £6,215.63 Imprest Account, those payments marked * being in accordance with the Council's powers under Section 137 of the Local Government Act 1972 (The Free Resource).*

108. EXCLUSION OF THE 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.*

109. WORLD OF WORDS

Consideration was given to the Town Clerk's report relating to the scheme to establish a 'World of Words' in Lichfield.

RESOLVED: *That the report be received.*

110. DISPOSAL OF LAND AT CAPPERS LANE

Further to Minute No.83 (10 November 1997) consideration was given to the Town Clerk's report relating to the disposal of land at Cappers Lane.

RESOLVED: *That subject to advertisement of the proposed disposal as required by Section 127 of the Local Government Act 1972, as amended by Local Government Planning and Land Act 1980, Schedule 23 Part V, and consideration by Council of any objections received the Town Clerk be authorised to make all necessary arrangements for the disposal of the land at Cappers Lane on which outline planning permission for residential development had been obtained, on arrangements as outlined in the agenda report.*

(Councillor Mrs A.H.R. Johnson declared a pecuniary interest in this item and left the room during the discussion and voting thereon).

111. MARKET SQUARE LETTINGS

Consideration was given to the Town Clerk's report relating to:

a) Greengrocery Stall

RESOLVED: *That the Council invite tenders for a Market Square greengrocery stall as outlined in the above report.*

b) Miscellaneous Occasional Commercial Lettings

RESOLVED: *That the Town Clerk be authorised to grant permission for commercial lettings of Market Square at a commercial rate as determined by the Town Clerk, subject to a minimum of £20 per use per day, and a maximum of 10 uses by any one operator per annum.*

c) Non Commercial Use of the Market Square

RESOLVED: *That consideration of this item be deferred to the next meeting.*

112. STAFFING RESOURCES AND OFFICE ACCOMMODATION

Consideration was given to the Town Clerk's report relating to staffing resources and office accommodation.

RESOLVED: 1. That with effect from the Annual Meeting of Council on 11 May 1998 changes itemised a - c below be introduced:

a) That the arrangements for attendance at Civic Services be revised as follows:

<i>Current</i>	<i>New</i>
<i>Mayor's Sunday, St Mary's (May)</i>	<i>continue as at present</i>
<i>Bower Sunday, St Michael's (Spring Bank Holiday)</i>	<i>continue as at present</i>
<i>Harvest Festival, St Chads (October)</i>	<i>attend with civic procession every 4th year</i>
<i>Remembrance Sunday, Cathedral (November)</i>	<i>continue as at present</i>
<i>Roman Catholic Service, St Peter & St Paul (February)</i>	<i>attend with civic procession every 4th year</i>
<i>Methodist Service, Methodist Church (March)</i>	<i>attend with civic procession every 4th year</i>
<i>Easter Sunday, Cathedral (March/April)</i>	<i>omit</i>
<i>Wade Street United Reformed (April)</i>	<i>attend with civic procession every 4th year</i>

The four services to be attended with a civic procession and robes every fourth year to be phased so that there would be one such service each year, with all these churches visited once over the four year term of the Council. The Mayor, Deputy Mayor and Sheriff to continue to attend each other church annually, but without the robes, sword and maces, and civic procession. These services to be identified on the civic calendar so that councillors and other persons on the civic circulation list could attend the services to support the Mayor and Sheriff.

b) Notes to be added to the Civic Guidelines that the annual ball, if held, be a joint 'Mayor and Sheriff's Ball' whenever practical and that the Mayor and Sheriff's Annual Charity Appeal be a joint appeal fund, the proceeds of which would be divided equally between charities nominated by the Mayor and Sheriff.

c) That 'Civic Guidelines' to be amended to indicate that the Mayor and Sheriff together would not normally organise a combined total of more than five special events in their year of office, additional to the main events in the Civic calendar.

2. That paragraph 4 of the job description of the Administrative Assistant be amended to read: "Attendance at designated meetings of Council, Committees Working Parties, etc, as required [including meetings out of normal office hours]". The designated meetings initially to include attendance at the Council's Youth Consultative Group Meetings and Projects for Youth Meetings

Paragraph 5 of the job description of the Administrative Assistant be amended to read: "The organisation of, and regular attendance at, civic functions and other associated events, including meetings, and functions out of normal office hours and production of reports/minutes arising."

The Administrative Assistant post to be regraded to Scale 4 with effect from 1 January 1998, the employee commencing at the lowest point of the scale, point 18 (currently £12,171 p.a.) and progressing by annual increments to the 'bar' at spinal column point 21 (currently £13,563 p.a.).

The grading and responsibilities of the Post to be reviewed by the Council should the existing employee vacate the Post.

3. That detailed costings and a feasibility report be prepared for :

a) conversion of the existing Minstrels' Gallery to office accommodation/small committee room.

b) the installation of air conditioning in the Guildhall rooms used as Council Offices

The costings and report to be submitted to a subsequent meeting of Council for a decision as to whether to proceed with these scheme

s.

THERE BEING NO FURTHER BUSINESS THE MAYOR DECLARED THE MEETING CLOSED AT 10.05 PM

LICHFIELD CITY COUNCIL
Minutes of a Meeting of Lichfield City Council held in the Guildhall, Lichfield
on Monday, 16 February 1998

PRESENT: The Right Worshipful the Mayor (Councillor Mrs M.K. Barratt), and Councillors Mrs M.F.E. Baker, P.A. Barrett, M.R. Bennett, Mrs M.G. Boyle, D.E. Burns, D.B. Diggle, Mrs J.M. Eagland, K. Edwards, T.V. Finn, Mrs K.P. Fontaine, Mrs A.H.R. Johnson, Mrs A. Knight, Mrs E.J. Knowles, J. Knowles, D.R.A. Love, J.R.T. Mercer, A. O'Donnell, B.M. Pretty, J.A. Smith, S. Smitton, M.N. Taylor, P. Wareing, W.J. Wilson and R.J. Wingrove.

APOLOGIES: Councillors H. Andrews, J.R. Brooks, I.G. Griffiths and A.J. Wilkins.

113. MAYOR'S ANNOUNCEMENTS

The Mayor reported on various civic events and other functions she had attended including the Mercury New Year's Honour Awards for Good Neighbours, the Mayor's Charity Skittles Evening and the re-opening of the forward slope of Prince Rupert's Mound; and reminded members that the Sheriff's Darwin Walk would take place on Sunday, 8 March 1998.

114. MINUTES OF COUNCIL MEETING

With respect to Minute No.110 (Disposal of Land at Cappers Lane) the words 'substantial non pecuniary interest' be inserted in place of 'pecuniary interest' in the declaration of interest by Councillor Mrs A.H.R. Johnson.

RESOLVED: *That subject to the above amendment the Minutes of the City Council Meeting held on 19 January 1998 (91 - 112) be confirmed and signed as a correct record.*

115. MINUTES OF PLANNING APPLICATIONS COMMITTEE

RESOLVED: *That the Minutes of the Planning Applications Committee Meetings held on 8 January 1998 be received.*

116. TWINNING WEEKEND 1998 WORKING PARTY

RESOLVED: *That the Minutes of the Twinning Weekend 1998 Working Party held on 26 January 1998 be received and the recommendations contained therein be adopted.*

117. MARKET SQUARE - NON-COMMERCIAL BOOKINGS

Further to Minute No.111 (19 January 1998) consideration was given to the use of Market Square by non-commercial organisations.

RESOLVED: *That the Town Clerk be authorised to grant permission for use of the Market Square by:*

- a) *charitable organisations*
- b) *non-charitable organisations where no sales transaction takes place*

the charge, if any, to be determined by the Town Clerk in consultation with the Leader/Deputy Leader.

118. GRANTS TO OUTSIDE BODIES 1998/99

a) **General Grants**

Consideration was given to applications received for financial assistance from the 1998/99 budget.

RESOLVED: *1. That the Council makes grants to the following organisations as indicated:*

*	<i>Lichfield Citizens' Advice Bureau</i>	<i>2,300</i>
	<i>Lichfield District Arts Association</i>	<i>1,500</i>
	<i>LDAA - Community Arts Fringe</i>	<i>1,100</i>
	<i>LDAA - Real Ale Jazz and Blues</i>	<i>500</i>
o	<i>Lichfield Festival</i>	<i>1,000</i>
*	<i>Lichfield and District CVS</i>	<i>1,300</i>
*	<i>The Guild of St Mary's Centre</i>	<i>500</i>
*	<i>St Giles Hospice</i>	<i>500</i>

*	<i>Lichfield Transport for the Disabled</i>	750
	<i>Lichfield Adventure Playground Assoc</i>	400
*	<i>Relate</i>	500
	<i>Lichfield Table Football Club</i>	200
*	<i>Cruse Bereavement Care</i>	300
*	<i>Lichfield Over 60's Club</i>	250
	<i>Lichfield Folk Festival</i>	200
*	<i>Lichfield Victim Support</i>	200
*	<i>Lichfield Arthritis Care</i>	300
	<i>Lichfield Competitive Music Festival</i>	200
*	<i>Burntwd & Lich Visually Handicapped Club</i>	200
*	<i>CHADS</i>	250
	<i>Lichfield Sinfonia</i>	200
*	<i>South Staffs Family Mediation Service</i>	100
*	<i>Phobics Action</i>	200
	<i>Lichfield Table Tennis</i>	100
	<i>Lichfield Jazz Festival</i>	200
*	<i>WRVS Darby & Joan</i>	100
*	<i>Lichfield Self Help Group</i>	100
*	<i>DISC Family Care</i>	100
*	<i>Lichfield and Burntwood Solo Club</i>	100
	<i>Lichfield Embroiderers</i>	150
*	<i>Lichfield 18 Plus Group</i>	100
*	<i>Lichfield Live at Home</i>	1,750
	<i>Duke of York Bowling Club</i>	100
*	<i>Friends of Hawthorn House</i>	350
*	<i>Methodist Church</i>	500
	<i>Lichfield Mysteries</i>	800
*	<i>Lichfield Riding for Disabled</i>	400
*	<i>National Association of Widows</i>	250
	<i>3 Spires Badminton Club</i>	200
	<i>Minster Hall Mother & Toddler Group</i>	300
	<i>Lichfield Greenhill Bower</i>	1,440
	<i>Lichfield Youth Theatre</i>	600
*	<i>Lichfield U3A</i>	100
*	<i>Alzheimer's Disease Society</i>	100

2. That grants to organisations marked * be made in accordance with its powers under Section 137 of the Local Government Act 1972, being in the opinion of the Council, in the interests of the area or the inhabitants and which will benefit them in a manner commensurate with the expenditure.

3. That the grant to the Lichfield District Arts Association be made by the City Council making direct payment on invoices for Arts Association items to the value of the grant.

4. That in respect of items marked expenditure being made from the Arts/Cultural activities budget.

b) Room Hire Grants

RESOLVED: That the Council grants free use of Guildhall premises to the following organisations:

	<i>Lichfield District Arts Association</i>	2,000
	<i>City of Lichfield Concert Band</i>	1,000
	<i>City of Lichfield Junior Band</i>	415
*	<i>WRVS</i>	410
*	<i>Lichfield Over 60's Club</i>	250
	<i>Johnson Society</i>	110
*	<i>Royal British Legion</i>	100

	<i>Lichfield Twinning Association</i>	<i>50</i>
*	<i>Ladies Lifeboat Guild</i>	<i>50</i>
*	<i>Worshipful Company of Smiths</i>	<i>50</i>
	<i>Johnson Friends</i>	<i>40</i>
*	<i>NSPCC</i>	<i>40</i>
*	<i>The Guild of St Mary's Centre</i>	<i>40</i>
*	<i>Lichfield Shrievalty Association</i>	<i>10</i>
*	<i>Lichfield Greenhill Bower</i>	<i>500</i>
*	<i>Lichfield Youth Theatre</i>	<i>400</i>
*	<i>Cruse Bereavement Care</i>	<i>100</i>

Councillor B.M Pretty declared a pecuniary interest in the applications from the Lichfield District Arts Association and left the meeting during the discussion and voting thereon.

The following councillors declared a clear and substantial non-pecuniary interest in the applications from the undermentioned organisations and left the meeting during the discussion and voting thereon:

Guild of St Mary's Centre - Mrs J.M. Eagland

Johnson Friends - J.R.T. Mercer

Lichfield Adventure Playground Association - D.R.A. Love

Lichfield District Arts Association Community Arts Fringe - Mrs M.F.E. Baker

Lichfield Live At Home Scheme - T.V. Finn

Lichfield Mysteries - P. Wareing

Lichfield Shrievalty Association - Mrs M.K. Barratt, P.A. Barrett, T.V. Finn, J.R.T. Mercer

Lichfield Twinning Association - Mrs M.G. Boyle

NSPCC - Mrs J.M. Eagland

Worshipful Company of Smiths - T.V. Finn, Mrs A.H.R. Johnson and W.J. Wilson

(Councillor P. Wareing in chair for application from Lichfield Shrievalty Association)

The following councillors declared a non-pecuniary interest in the undermentioned organisations:

Duke of York Bowling Club - A. O'Donnell

Guild of St Mary's Centre - W.J. Wilson

Johnson Society - P.A. Barrett, J.R.T. Mercer, W.J. Wilson

Lichfield Adventure Playground Association - T.V. Finn

Lichfield Citizens Advice Bureau - Mrs E.J. Knowles

Lichfield District Arts Association - Mrs M.F.E. Baker, P.A. Barrett, Mrs E.J. Knowles, J. Knowles, P. Wareing

Lichfield Mysteries - P.A. Barrett, J.A. Smith

Lichfield Table Tennis Club - S. Smitton

Lichfield Twinning Association - Mrs M.K. Barratt, P.A. Barrett, T.V. Finn, J.A. Smith

The following councillors declared an interest by reason of being appointed a City Council representative on the undermentioned organisations:

Lichfield Adventure Playground Association - R.J. Wingrove

Lichfield Citizens Advice Bureau - Mrs M.K. Barratt

Lichfield CVS - Mrs E.J. Knowles

119. CRAFT FAIR - USE OF POOL WALK

Consideration was given to a request from 'Staffordshire Folk' for permission to use the Dam Street end of Pool Walk for a Craft Fair during the Folk Festival weekend, 20 and 21 June 1998.

RESOLVED: 1. That permission be granted to Staffordshire Folk to use Pool Walk free of charge on 20 and 21 June 1998 subject to the following conditions:

- a) That the organisers indemnify the City Council against any claims that may arise from the use of the area by the organisation.
- b) That all stalls, etc., be arranged without causing obstruction to or interference with passers by using Pool Walk.
- c) That the organisers remove from Pool Walk, not later than dusk, items connected with its use of the area and pick up and take away any litter or debris arising.
- d) That stalls should be restricted to art and craft type goods only.
- e) That all stalls are sited within the area of Pool Walk in the ownership of Lichfield City Council.

2. That similar approval be granted on an annual basis until further notice, subject to the organisers complying with the conditions, and there being no material change in circumstances.

120. GUILDHALL HEATING

Consideration was given to the agenda report detailing the reasons why the Guildhall was cold on the evening of the last Council meeting (19 January 1998) and it was noted that various ways of rectifying this problem would be investigated.

121. GUILDHALL ROOF TILES

Consideration was given to the agenda report relating to the possible disposal of surplus roof tiles.

RESOLVED: That subject to retention of a small quantity of tiles for future use, the Town Clerk be authorised to seek offers for the Council's stock of Guildhall roof tiles, and arrange for the disposal of the same in accordance with the Council's financial regulations

122. E.H. SHEPARD DRAWING

Consideration was given to the agenda report from which it was noted that the Friends of the Johnson Birthplace had funded the purchase of a pencil drawing by E.H. Shepard 1930, the frontispiece to Everybody's Boswell.

RESOLVED: That the Council acknowledge with thanks the purchase by the Friends of this additional item for the Museum collection.

123. PAYMENT OF ACCOUNTS

RESOLVED: That payment be approved and confirmed for accounts as listed for the period 1 January 1998 to 31 January 1998 in the sum of £30,158.99 General Account, and £1,505.86 Imprest Account.

THERE BEING NO FURTHER BUSINESS THE MAYOR DECLARED THE MEETING CLOSED AT 8.20 PM

LICHFIELD CITY COUNCIL
Minutes of a Meeting of Lichfield City Council held in the Guildhall, Lichfield,
on Monday, 23 March 1998

PRESENT: The Right Worshipful the Mayor (Councillor Mrs M.K. Barratt), and Councillors Mrs M.F.E. Baker, D.L. Bailey, P.A. Barrett, M.R. Bennett, Mrs M.G. Boyle, J.R. Brooks, D.E. Burns, B.D. Diggle, Mrs J.M. Eagland, K. Edwards, T.V. Finn, I.G. Griffiths, Mrs A.H.R. Johnson, Mrs A. Knight, Mrs E.J. Knowles, J. Knowles, D.R.A. Love, J.R.T. Mercer, A. O'Donnell, J.A. Smith, S. Smitton, M.N. Taylor, P. Wareing, A.J. Wilkins, W.J. Wilson and R.J. Wingrove.

APOLOGIES: Councillors Mrs K.P. Fontaine and B.M. Pretty.

124. DEATH OF COUNCILLOR ANDREWS

Members stood in silence in remembrance of Councillor Harry Andrews who died suddenly at the end of February.

RESOLVED: *That the Council record its gratitude for the dedicated work of Councillor Andrews since 1995.*

125. MAYOR'S ANNOUNCEMENTS

The Mayor reported on various civic events and other functions she had attended including the Opening of the Shrovetide Fair, the Entertainment and Tea for Citizens 70 years and over; and the Civic briefing day at ATR Whittington; and reminded members of her Charity Poetry and Prose event on 28 March 1998

126. MINUTES OF COUNCIL MEETING

With respect to Minute No.118 (16 February 1998) - Grants to Outside Bodies

'Mrs A.H.R. Johnson' and W.J. 'Wilson' be included in those declaring a clear and substantial non pecuniary interest under 'Guild of St Mary's Centre' on page 46

'Mrs M.G. Boyle' and 'D.E. Burns' be included in those declaring a clear and substantial non pecuniary interest under 'Johnson Friends' on page 46

'Mrs J.M. Eagland' and Mrs A.H.R. Johnson' be included in those declaring a non-pecuniary interest under 'Guild of St Mary's Centre' on page 47

RESOLVED: *That subject to the above amendments the Minutes of the Council Meeting held on 16 February 1998 (113- 123) be confirmed and signed as a correct record.*

127. MINUTES OF PLANNING APPLICATIONS COMMITTEE MEETING

RESOLVED: *That the Minutes of the Planning Applications Committee Meeting held on 29 January 1998 be received.*

128. QUESTIONS UNDER STANDING ORDER 8(2)

a) Civic Church Parades

Councillor Mrs A.H.R. Johnson submitted the following question under Standing Order 8(2):

A figure of £200 - £300 saving was mentioned recently when economies were proposed in connection with civic church parades and accompanying modest hospitality for citizens afterwards. May we have details of how this sum is made up?

Councillor P. Wareing, Leader of Council, answered as follows:

The cost of the Easter Sunday Service is some £370, and a breakdown is given. There are presently eight services attended with a full civic procession each year. The new policy reduces this to four per annum, producing a saving of about £1,500 per annum. These savings allow staff resources to be reallocated to other projects, such as the Council's initiatives to develop facilities for young people

b) Commencement time for meetings

Councillor Mrs A.H.R. Johnson submitted the following question under Standing Order 8(2):

Will the Labour Group consider reverting to the long established starting time of 6.30 p.m. for Council and Planning Advisory meetings? I understand that this will meet with approval from all parties concerned and could be a help in reducing costs involved in very late meetings

Councillor P. Wareing, Leader of Council, answered as follows:

Having discussed this with members of the controlling Group there is no wish to reverse the decision taken by Council under Minute No.19a (5 June 1995). The average ending time for meetings over the past year has been 9.03 pm for Council, and 8.51 p.m. for Planning Applications Committee. The longest Council meeting finished at 10.05 pm and the longest PAC meeting at 9.27 pm.

129. NOMINATIONS FOR CIVIC OFFICE 1998/99**a) Mayor Elect**

It was proposed by Councillor Mrs M.K. Barratt, seconded by Councillor S. Smitton, and

RESOLVED: *That Councillor Peter Alfred Barrett be nominated Mayor Elect for the year 1998/99.*

b) Deputy Mayor Elect

It was proposed by Councillor Mrs M.F.E. Baker, seconded by Councillor D.E. Burns, and

RESOLVED: *That Councillor Mark Neil Taylor be nominated Deputy Mayor Elect for the year 1998/99.*

c) Sheriff Elect

It was proposed by Councillor S. Smitton, seconded by Councillor Mrs M.F.E. Baker, and

RESOLVED: *That Councillor Michael Roy Bennett be nominated Sheriff Elect for the year 1998/99.*

130. YOUTH CONSULTATIVE GROUP

RESOLVED: *That the Minutes of the Youth Consultative Group Meeting held on 11 March 1998 be received and the recommendations contained therein be adopted.*

131. YOUTH CONSULTATIVE GROUP (PROJECTS FOR YOUTH)

RESOLVED: *1. That the Minutes of the Youth Consultative Group (Projects for Youth) held on 11 March 1998, be received and the recommendations contained therein be adopted.*

2. That the City Council make the following grants from the Youth initiatives budget heading, subject to the conditions recommended by the Youth Consultative Group (Projects for Youth):

Next Generation/Life Force - Emmanuel Christian Centre - £500

Andrew Cox - 'Lichfield's Royal Variety Performance' - £350

Lichfield Young Art and Craft Club - £160, plus 'free use' of Guildhall accommodation for 50 weeks (value £275)

Netherstowe Youth Club - £970

3. That no grant be made to the St John Ambulance Brigade (Cadets) from the Projects for Youth Fund

132. MILLENNIUM PROJECT WORKING GROUP

Further to Minute 80 (10 November 1997) consideration was given to the agenda report and recommendations of the Millennium Project Working Group.

RESOLVED: That the report of the Millennium Project Working Group be received and the recommendations contained therein be adopted.

2. That a Millennium Working Group be established to progress and implement these recommendations in liaison with Lichfield District Council and other voluntary bodies. The Working Group to consist of 3 members of the majority group, one member from the main minority group, and one member from the minority group.

133. GRANTS TO OUTSIDE BODIES

(a) 1997/98

Consideration was given to the agenda report relating to applications from the organisations listed for financial assistance from the City Council's 1997/98 budget.

RESOLVED: 1. That a grant of £250 be made to St John Ambulance for the purchase of 1 tent during the current financial year.

2. That a grant of £200 be made to the Lichfield and District Council for Voluntary Service in respect of the Voluntary Car Scheme operated by CVS.

[Councillor Mrs E.J. Knowles declared an interest in the application from the Lichfield and District Council for Voluntary Service, by reason of being appointed City Council representative on this body]

(b) Festival Grant

Further to Council Minute No.118 b) consideration was given to the agenda report indicating that the 1998 Festival would not now require the use of Guildhall as originally planned for a major Festival exhibition.

RESOLVED: That the City Council make a grant of £500 to sponsor an event for the 1998 Festival programme.

134. OPEN AIR SERVICES, MARKET SQUARE

Consideration was given to the agenda report and recommendations relating to a request from Revd Ian Hayter in respect of the use of Market Square on seven dates between 7 June and 26 July 1998 for open air services.

RESOLVED: That approval be given for use of the Market Square for open air services in 1998, and that similar requests be granted in future years.

135. STAFFORDSHIRE MAGISTRATES COURTS COMMITTEE - CONSULTATION PAPER ON FUTURE STRATEGIC OPTIONS

Consideration was given to the agenda report and recommendations indicating that Staffordshire Magistrates Courts Committee had produced a Consultation Paper on future strategic options for Magistrates Courts in Staffordshire. One option being considered was the closure of Lichfield Magistrates' Court and the relocation of the existing courts to either Tamworth or Rugeley.

It was noted that in consultation with the Mayor, Deputy Mayor, Leader and Deputy Leader, a letter had been sent to the Magistrates Courts Committee objecting to the possible closure of the Lichfield Magistrates Court.

RESOLVED: That the action taken in submitting an objection to the proposed closure of the Lichfield Magistrates Court, be endorsed.

136. LOCAL GOVERNMENT PENSION SCHEME REGULATIONS 1997

Consideration was given to the agenda report and recommendations indicating that the City Council, as an employing body which contributed to the Staffordshire County Council Pension Fund, was required to formulate a policy on discretionary powers available under the Local Government Pension Scheme Regulations 1997.

RESOLVED: That unless otherwise directed, or where not applicable, the City Council adopt as its policy for the discretionary powers under the Local Government Pension Scheme Regulations 1997, identical policy to that operated by Lichfield District Council.

137. STAFF - MONTHLY PAYMENTS

Consideration was given to the agenda report and recommendations relating to significant savings in administrative time if all employees were paid monthly direct to their bank account.

RESOLVED: *That the Council introduce the incentive scheme as outlined in the agenda report to encourage all staff to be paid monthly direct to their bank, and that all future appointments be advertised on the basis that payment would be monthly direct to the employee's bank.*

138. TENDER OPENING SUB-COMMITTEE, 5 MARCH 1998

Further to Council Minute No.111 (19 January 1998) it was reported that one tender had been received for the operation of the Market Square greengrocery stall and that this tender had been accepted, but that the successful tenderer had subsequently indicated that he was unable to take up the licence offered.

RESOLVED: *That no further action be taken at present, but that if any trader expresses an interest in a permanent stall on the Market Square, this matter be reported to Council for consideration.*

139. OUTSIDE SERVICES OFFICER

Further to Council Minute No.102 (19 January 1998) it was reported that Mr Keith Wood had been appointed to the part-time position of Outside Services Officer and commenced duties on 2 March 1998.

RESOLVED: *That the report be noted.*

140. INTER CITY WEST COAST - LICHFIELD SERVICES

Consideration was given to the agenda report relating to proposals by the operator of the Inter City West Coast Service, Virgin, to increase the number of trains stopping at Lichfield Trent Valley Station.

RESOLVED: *1. That the Council wholeheartedly welcomes the proposed increase in Inter City services from Lichfield Trent Valley.*

2. That the Council seek to publicise the proposed improved service and encourage its use, in order to safeguard the financial viability of the additional trains.

141. COMPLETION OF AUDIT

It was reported that the audit of accounts for the year ended 31 March 1997 had been completed and a copy of the District Auditor's memorandum was circulated with the agenda.

RESOLVED: *That the report be noted.*

142. FINANCIAL REGULATIONS AND STANDING ORDERS AS TO CONTRACTS

Consideration was given to the agenda report and recommendations relating to the requirement under the Accounts and Audit Regulations 1996 for local councils' financial regulations to be reviewed in the light of the new Regulations.

RESOLVED: *That the Council adopt revised financial regulations and standing orders as to contracts as contained in agenda Appendix 7, with effect from 1 April 1998.*

143. RESPONSIBLE FINANCIAL OFFICER**a) Confirmation of Responsible Financial Officer**

Consideration was given to the agenda report and recommendation in respect of the Town Clerk's current role as the officer responsible for the financial affairs of the Council under Section 151 of the Local Government Act 1972; and the requirements of the Accounts and Audit Regulations 1996.

b) Duties of Responsible Financial Officer

Consideration was given to the agenda report and recommendations which indicated that in order to comply with the requirements of the new Regulations the duties of the Responsible Financial Officer had to be defined; and the list of duties recommended by the CIPFA was circulated to members.

c) Implications of move to 'largest local council' band

Consideration was given to the agenda report and recommendation relating to the requirements of the Accounts and Audit Regulations 1996 for councils with budgeted income of £500,000 or more.

RESOLVED: 1. *That the Town Clerk be the Council's Responsible Financial Officer for the purposes of Section 151 of the Local Government Act 1972, and the Accounts and Audit Regulations 1996.*

2. *That the duties of the Responsible Financial Officer be as contained in agenda Appendix 8, and these be incorporated as item C of the Council's Financial Regulations.*

3. *That the Council considers the appointment of a separate Responsible Financial Officer prior to the 2001/02 financial year, when under current legislation the Council would be required to present its accounts in the same format as a principal council.*

4. *That a report be submitted to Council on the additional financial measures to be undertaken by local councils in the largest income band, together with a broad estimate of likely additional costs arising from this.*

144. PAYMENT OF ACCOUNTS

RESOLVED: *That payment be approved and confirmed for accounts as listed for the period 1 February 1997 to 28 February 1997 in the sum of £36,187.77 General Account and £1,745.57 Imprest Account, those payments marked * being in accordance with the Council's powers under Section 137 of the Local Government Act 1972 (The Free Resource).*

THERE BEING NO FURTHER BUSINESS THE MAYOR DECLARED THE MEETING CLOSED AT 9.20 PM

LICHFIELD CITY COUNCIL

Minutes of a Meeting of Lichfield City Council held in the Guildhall, Lichfield,
on Monday 20 April 1998

PRESENT: The Right Worshipful the Mayor (Councillor Mrs M.K. Barratt), and Councillors D.L. Bailey, Mrs M.F.E. Baker, P.A. Barrett, M.R. Bennett, Mrs M.G. Boyle, J.R. Brooks, D.E. Burns, B.D. Diggle, Mrs J.M. Eagland, T.V. Finn, I.G. Griffiths, Mrs A.H.R. Johnson, Mrs A. Knight, D.R.A. Love, J.R.T. Mercer, B.M. Pretty, J.A. Smith, S. Smitton, M.N. Taylor, P. Wareing, A.J. Wilkins, W.J. Wilson and R.J. Wingrove.

APOLOGIES: Cllrs K. Edwards, Mrs K.P. Fontaine, Mrs E.J. Knowles, J. Knowles and A. O'Donnell.

145. MAYOR'S ANNOUNCEMENTS

The Mayor reported on various civic events and other functions she had attended including the Annual Schools' Festival Concert organised by the Rotary Club on 25 March; the opening of 'Sam's Naafi Club' on 30 March; the Sheriff's Run on 5 April; the Lichfield and Rugeley Music Centre/Soest Musik Schule Concert on 7 April; and the Johnson Birthplace Volunteers' Reception on 9 April. The Mayor reminded members that the St George's Day Court would be held at noon on Thursday, 23 April 1998.

146. MINUTES OF COUNCIL MEETING

RESOLVED: *That the Minutes of the Council Meeting held on 23 March 1998 (124 - 144) be confirmed and signed as a correct record.*

147. MINUTES OF PLANNING APPLICATIONS COMMITTEE

RESOLVED: *That the Minutes of the Planning Applications Committee Meeting held on 12 March 1998 be received.*

148. NOTICE OF MOTION**Easter Sunday Services**

The following motion submitted under Standing Orders Nos. 6 and 14, was proposed by Councillors Mrs M.G. Boyle, B.D. Diggle, Mrs J.M. Eagland, Mrs A.H.R. Johnson, Mrs A. Knight and J.R.T. Mercer:

"That Lichfield City Council reconsider the decision to omit attendance at worship on Easter Sunday at Lichfield Cathedral by the Mayor, Sheriff and Civic party from 1999 and that this significant and meaningful event be reinstated in the Civic calendar from 1999".

An amendment was proposed by Councillor P.A. Barrett and duly seconded, *"that the words "reconsider the decision to omit" in the first line be replaced with the word "reinstate"; and the word "reinstated" in the final line be replaced with the word "retained".*

On being put to the vote the amendment was declared **CARRIED**, whereupon it was:

RESOLVED UNANIMOUSLY: *That Lichfield City Council reinstate attendance at worship on Easter Sunday at Lichfield Cathedral by the Mayor, Sheriff and Civic party from 1999 and that this significant and meaningful event be retained in the Civic calendar from 1999.*

149. JOHNSON BIRTHPLACE ADVISORY COMMITTEE

RESOLVED: *That the Minutes of the Johnson Birthplace Advisory Committee held on 1 April 1998 be received and the recommendations contained therein be adopted.*

150. TWINNING WEEKEND 1998 WORKING GROUP

RESOLVED: *that the Minutes of the Twinning 1998 Working Group held on 18 March 1998 be received and the recommendations contained therein be adopted.*

151. TWINNING REPORT

Consideration was given to the Twinning Officer's Report to the Twinning Association Annual General Meeting on 16 March 1998.

RESOLVED: *That the report be noted.*

152. MILLENNIUM WORKING GROUP

RESOLVED: *That the following members be appointed to the Millennium Working Group established under Minute No.142 (23 March 1998):*

<i>Majority Group</i>	-	<i>Mrs M.K. Barratt, I.G. Griffiths and M.N. Taylor</i>
<i>Main Minority Group</i>	-	<i>Mrs J.M. Eagland</i>
<i>Minority Group</i>	-	<i>J.A. Smith</i>

153. APPOINTMENT OF REPRESENTATIVES

RESOLVED: *That the following members be appointed to the undermentioned organisations to fill vacancies following the death of Councillor Andrews:*

<u>Organisation</u>	<u>Representative Appt</u>	<u>Appt Ends</u>
Boley Park Hall Management Committee	I.G. Griffiths	January 1999
St John's Hospital Trustees	D.E. Burns	August 1999

154. CALENDAR OF MEETINGS

RESOLVED: *That the following dates for meetings in May and June be confirmed and the District Council's approved calendar of meetings for 1998/99 be awaited.*

Monday	11 May 1998	Annual Council	6.30 pm
Thursday	14 May 1998	Planning Applications	7.30 pm
WEDNESDAY	20 May 1998	ANNUAL TOWN MEETING	7.30 pm
Thursday	4 June 1998	Planning Applications	7.30 pm
Monday	15 June 1998	Council	7.30 pm

155. FRIENDS OF THE SAMUEL JOHNSON BIRTHPLACE MUSEUM

Further to Council Minute No.100 (19 January 1998) consideration was given to the agenda report outlining proposals for the Friends of the Samuel Johnson Birthplace Museum to change the charity from an unincorporated association (i.e. general membership) into a Trust. The Charity Commissioners had given approval in principle but the changes required the dissolution of the existing charity and the simultaneous creation of a new Charity with the revised objectives detailed in the agenda.

RESOLVED: *That the City Council, as trustee of the Dr Johnson House Trust, agrees that on receipt of the assets of the former Friends of the Johnson Birthplace Museum on dissolution, it will transfer these same assets to the new Friends of the Johnson Birthplace Museum on its creation.*

(Councillors Mrs M.G. Boyle and J.R.T. Mercer declared a substantial non-pecuniary interest in this item and left the room during the discussion and voting thereon).

156. LICHFIELD TOURISM PUBLICATIONS

Receipt of Issue 4 of 'Tourism Talk' (part funded by Lichfield City Council) was noted; together with 'Lichfield District Days Out 1998'.

157. WORLD OF WORDS

Further to Council Minute No.109 (19 January 1998) consideration was given to the detailed agenda report relating to the establishment of a World of Words visitor attraction in Lichfield.

RESOLVED: *1. That the Council notes the contents of this report and the progress to date in developing the project.*

2. That the Council agrees to the re-appointment of Scott Wilson to prepare detailed business plans and grant submissions to the Arts Lottery Board and the European Regional Development Fund, at a cost to the Council of £2,220, this expenditure to be met from the Council's Arts/Cultural/Promotion of the City budget.

158. STAFF INCENTIVES TO TRANSFER TO MONTHLY PAYMENTS

Further to Council Minute No.137 (23 March 1998) consideration was given to the agenda report which detailed the fact that nine staff that had taken advantage of the 'incentive' offered to transfer to monthly pay direct to the employee's bank account, and that there remained two staff paid cash weekly and 2 staff paid cheque monthly.

RESOLVED: *That the report be noted.*

159. PAYMENT OF ACCOUNTS

RESOLVED: *That payment be approved and confirmed for accounts as listed for the period 1 March 1998 to 31 March 1998 in the sum of £61,356.19 General Account and £2,784.95 Imprest Account, those payments marked * being in accordance with the Council's powers under Section 137 of the Local Government Act 1972 (The Free Resource).*

(Councillor Mrs M.F.E. Baker declared a pecuniary interest in cheques No.7314 and No.6999 and left the room during the discussion of this item).

160. EXCLUSION OF THE 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.*

161. LAND AT GRANGE LANE - HIGHWAY DEDICATION AGREEMENT

Consideration was given to the agenda report and recommendation relating to a request on behalf of the owner of the proposed Rural Centre at Grange Hill Farm to acquire approximately 1 metre of the City Council's land bordering Grange Lane for creation of a footpath.

RESOLVED: *1. That the City Council agree to enter into a tripartite Section 111 Agreement with Staffordshire County Council and the prospective developer at Grange Lane whereby an area of City Council land approximately 1 metre x 35 metres immediately abutting the east side of Grange Lane be dedicated as public highway and a footway be created on this land by the developer.*

2. That the developer meet the City Council's reasonable legal and administrative costs involved.

3. That the Town Clerk be authorised to take all appropriate action to complete the agreement by the Council.

162. ACCOUNTS TO BE WRITTEN OFF AS IRRECOVERABLE

Consideration was given to the agenda report relating to outstanding accounts totalling £109.63 in respect of a Guildhall hire cancellation fee and a Guildhall hire cancelled booking .

RESOLVED: *That the outstanding accounts No.4844 and 4862 totalling £109.63 be 'written off'.*

163. TENDER OPENING SUB-COMMITTEE (GUILDHALL WORKS)

Further to Council Minute No.112 3) (19 January 1998) consideration was given to the agenda report relating to:

a) tenders received for the provision of air conditioning in the City Council offices

b) conversion of the Minstrels' Gallery to office/meeting room

RESOLVED: *1. That with regard to item a) the lowest tender received from McDowell Air of Sutton Coldfield in the sum of £4,822 for the provision of air conditioning in the City Council offices, be accepted.*

2. That with regard to item b) consideration of this item be deferred while the observations of the local authority planning department be obtained on the proposed conversion; together with more detailed costings, including the likely additional costs to be incurred in new furnishings, electrical works, etc. and further clarification of the various uses to be made of the Minstrels' Gallery following conversion.

164. REVISED SALARY SCALES FOR CLERKS

Consideration was given to the agenda report relating to the revised salary scales for clerks agreed nationally between the National Association of Local Councils and the Society of Local Council Clerks indicating that all scales be increased by two spinal column points to acknowledge the additional duties and responsibilities falling on most clerks arising from the Accounts and Audit Regulations 1996. The revised salary scales to apply with effect from 1 April 1997.

RESOLVED: *That the revised salary scales (additional two spinal column points) apply to the Town Clerk's salary with effect from 1 April 1997.*

[The Town Clerk left the room during the discussion and voting on this item].

THERE BEING NO FURTHER BUSINESS THE MAYOR DECLARED THE MEETING CLOSED AT 9.00 PM

LICHFIELD CITY COUNCIL
Minutes of the Annual Meeting of the Lichfield City Council held in Guildhall, Lichfield,
on Monday 11 May 1998 at 6.30 p.m.

PRESENT: Councillors - D L Bailey, Mrs M F E Baker, Mrs M K Barratt, P A Barrett, M R Bennett, J R Brooks, B D Diggle, D E Burns, Mrs J M Eagland, K Edwards, T V Finn, C Greatorex, Mrs A H R Johnson, Mrs A Knight, D R A Love, J R T Mercer, A O'Donnell, J A Smith, S Smitton, M N Taylor, P Wareing, A J Wilkins, W J Wilson, R J Wingrove.

APOLOGIES: Cllrs - Mrs M G Boyle, Mrs K P Fontaine, Mrs E J Knowles, J Knowles, B M Pretty.

1. ELECTION OF MAYOR

It was proposed by Councillor P. Wareing, seconded by Councillor S. Smitton and

RESOLVED: That Councillor P.A. Barrett be elected Mayor of the City to hold office until the election of a successor at the Annual Meeting of Council in May 1999.

The Mayor was invested with the Mayoral Chain, and signed the Declaration of Acceptance of Office. The Mayor then took the Oath of Allegiance and occupied the Chair.

2. APPOINTMENT OF DEPUTY MAYOR

It was proposed by Councillor Mrs M.F.E. Baker, seconded by Councillor D.E. Burns and

RESOLVED: That Councillor M.N. Taylor be appointed Deputy Mayor to hold office until the election of the Mayor at the Annual Meeting of Council in May 1999.

The Deputy Mayor was invested with the Badge of Office and signed the Declaration of Acceptance of Office.

3. ELECTION OF SHERIFF

It was proposed by Councillor S. Smitton, seconded by Councillor Mrs M.F.E. Baker and

RESOLVED: That Councillor M. Bennett be elected Sheriff of the City until the election of a successor at the Annual Meeting of Council in 1999.

The Sheriff was invested with the Chain of Office, and took the Oath of Fealty to the Crown.

4. EXPRESSION OF THANKS

The Mayor, Deputy Mayor and Sheriff returned thanks for their election.

5. APPOINTMENT OF MAYOR'S CHAPLAIN

The Mayor announced that the Reverend Ian Hayter would be his Chaplain during his term of Office.

6. VOTE OF THANKS TO RETIRING MAYOR

It was proposed by Councillor W.J. Wilson, seconded by Councillor R. Wingrove and

RESOLVED: That the best thanks of the Citizens be accorded to Councillor Mrs M. K. Barratt for her valuable and outstanding services as Mayor during the year 1997/98.

Councillor Mrs Barratt responded in suitable terms and paid tribute to members for their support and friendship during her term of office.

7. VOTE OF THANKS TO RETIRING SHERIFF

It was proposed by Councillor Mrs M.K. Barratt, seconded by Councillor J.R. Brooks and

RESOLVED: That the best thanks of the Citizens be accorded to Councillor K. Edwards for his valuable and outstanding services as Sheriff during the year 1997/98.

Councillor Edwards responded in suitable terms and paid tribute to members for their support and friendship during his term of office.

8. PRESENTATION OF BADGES OF OFFICE

The Mayor presented Badges of Office to the Mayoress, Deputy Mayor's Lady and the Sheriff's Lady.

9. REPLICA BADGES OF OFFICE

The retiring Mayor and Mayor's Consort were presented with Replica Badges of Office by the Mayor, and the retiring Sheriff and Sheriff's Lady were presented with replica Badges of Office by the Sheriff.

10. APPOINTMENT OF LEADER OF COUNCIL

It was proposed by Councillor A. O'Donnell, seconded by Councillor K. Edwards and

RESOLVED: That Councillor P. Wareing be appointed Leader of the Council until the appointment of a successor at the Annual Meeting of Council in 1999.

11. APPOINTMENT OF DEPUTY LEADER OF COUNCIL

It was proposed by Councillor A.J. Wilkins, seconded by Councillor R. Wingrove and

RESOLVED: That Councillor Mrs M.F.E. Baker be appointed Deputy Leader of the Council until the appointment of a successor at the Annual Meeting of Council in 1999.

THERE BEING NO FURTHER BUSINESS THE MAYOR DECLARED THE MEETING CLOSED AT 7.12 P.M.

LICHFIELD CITY COUNCIL
Minutes of a Meeting of Lichfield City Council held in the Guildhall, Lichfield,
on Monday, 15 June 1998

PRESENT: The Right Worshipful the Mayor (Councillor P.A. Barrett), and Councillors Mrs. M.K. Barratt, M.R. Bennett, Mrs M.G. Boyle, J.R. Brooks. D.E. Burns. B.D. Diggle, Mrs J.M. Eagland, K. Edwards, T.V. Finn, Mrs K.P. Fontaine, C. Greatorex, I.G. Griffiths, Mrs A.H.R. Johnson, Mrs A. Knight, Mrs E.J. Knowles, D.R.A. Love, J.R.T. Mercer, B.M. Pretty, J.A. Smith, S. Smitton, M.N. Taylor, P. Wareing, A.J. Wilkins and R.J. Wingrove.

APOLOGIES: Councillors Mrs M.F.E. Baker, J. Knowles and A.J. O'Donnell.

12. MAYOR'S ANNOUNCEMENTS

The Mayor reported on various civic events and other functions he had attended including the Court of Arroye and Bower celebrations; the launch of the new 'History of Staffordshire'; and a Social Evening for Twinning Hosts.

13. MINUTES OF COUNCIL MEETING

RESOLVED: *That the Minutes of the Council Meeting held on 20 April 1998 (145 - 164) be confirmed and signed as a correct record.*

14. MINUTES OF ANNUAL COUNCIL MEETING

RESOLVED: *That the Minutes of the Annual Council Meeting held on 11 May 1998 (1 - 11) be confirmed and signed as a correct record.*

15. MINUTES OF PLANNING APPLICATIONS COMMITTEE

RESOLVED: *That the Minutes of the Planning Applications Committee Meetings held on 2 April 1998; 23 April 1998 and 14 May 1998 be received.*

16. NOTICE OF MOTION

Improved Passenger Transport Facilities

It was proposed by Councillor B.M. Pretty and duly seconded:

"That the City Council welcomes the recent improvements in passenger rail services in the area. The consultants' report on the possible re-opening of the Burton - Lichfield - Walsall line is due very shortly. However it will be a number of years before the line is re-opened.

This Council therefore resolves to seek support for the introduction of a service from Birmingham to Derby via Lichfield as soon as possible from all interested parties in order to seek a meeting with appropriate railway companies."

An amendment was proposed by Councillor Mrs A.H.R. Johnson, and duly seconded, "that the following words be added to the final paragraph:

"and to continue to press appropriate railway companies for an improved rail service from Trent Valley Station, Lichfield".

On being put to the vote the amendment was declared **CARRIED**, whereupon it was:

RESOLVED: *That the City Council welcomes the recent improvements in passenger rail services in the area.*

The consultants' report on the possible re-opening of the Burton - Lichfield - Walsall line is due very shortly. However it will be a number of years before the line is re-opened.

This Council therefore resolves to seek support for the introduction of a service from Birmingham to Derby via Lichfield as soon as possible from all interested parties in order to seek a meeting with appropriate railway companies and to continue to press appropriate railway companies for an improved rail service from Trent Valley Station, Lichfield.

17. YOUTH CONSULTATIVE GROUP

RESOLVED: *That the Minutes of the Youth Consultative Group Meeting held on 19 May 1998 be received and the recommendations contained therein be adopted.*

18. TWINNING WEEKEND 1998 WORKING GROUP

RESOLVED: *That the Minutes of the Twinning Weekend 1998 Working Group Meetings held on 6 May 1998 and 3 June 1998 be received and the recommendations contained therein be adopted.*

19. CITY COUNCIL APPOINTMENTS TO OUTSIDE BODIES

RESOLVED: *That representatives detailed in Appendix A be appointed as the City Council's representatives on the bodies indicated.*

20. ANNUAL TOWN MEETING

a) Beacon Street School - Proposed Demolition

Members considered a resolution from the Annual Town Meeting "That Lichfield City Council be thanked for their opposition to the demolition of the Victorian school buildings and ask them urgently to convey further to McLean Homes Limited and to Lichfield District Council the feeling of the public against the demolition and ask that they adhere to the provisions contained in the Planning Brief and convert the frontage into flats and/or offices or to some other community use."

RESOLVED: *That the Annual Town Meeting resolution be supported.*

b) Beacon Street School - Listing of Building/Facade

Members considered a resolution from the Annual Town Meeting "That the City Council demonstrate its custodianship of its citizens' heritage, and the old Beacon School building/facade be protected by being designated a listed building. That a register be established of the City's 'vulnerable buildings of note' for special consideration and protection."

RESOLVED: *That the City Council support the resolution of the Annual Town Meeting and request the District Council to prepare a register of historic buildings in the City, not presently included as Listed Buildings, or within the Conservation Area Studies.*

c) Post Mark

Members considered a resolution from the Annual Town Meeting "That the Post Office be asked to consider the use of a generic post mark for franked mail in areas covered by the new Wolverhampton Mail Centre, and that the Post Office should undertake extensive public consultation on the choice of the generic name."

RESOLVED: *That the resolution of the Annual Town Meeting be supported.*

(Councillor Mrs M.K. Barratt declared a substantial interest in items a) and b) and left the room during the discussion and voting thereon).

21. CALENDAR OF MEETINGS

RESOLVED: *That the Calendar of Meetings be as follows:*

Monday	11 May 1998	6.30 pm	ANNUAL COUNCIL
Thursday	14 May 1998	7.30 pm	Planning Applications
Wednesday	20 May 1998	7.30 pm	Annual Town Meeting
Thursday	4 June 1998	7.30 pm	Planning Applications
Monday	15 June 1998	7.30 pm	COUNCIL
Thursday	25 June 1998	7.30 pm	Planning Applications
Monday	13 July 1998	7.30 pm	COUNCIL
Thursday	16 July 1998	7.30 pm	Planning Applications
Thursday	3 September 1998	7.30 pm	Planning Applications
Monday	21 September 1998	7.30 pm	COUNCIL
Thursday	24 September 1998	7.30 pm	Planning Applications
Thursday	15 October 1998	7.30 pm	Planning Applications
Monday	26 October 1998	7.30 pm	COUNCIL
Thursday	5 November 1998	7.30 pm	Planning Applications
Monday	16 November 1998	7.30 pm	COUNCIL
Thursday	26 November 1998	7.30 pm	Planning Applications
Thursday	17 December 1998	7.30 pm	Planning Applications
Thursday	14 January 1999	7.30 pm	Planning Applications
Monday	25 January 1999	7.30 pm	COUNCIL
Thursday	4 February 1999	7.30 pm	Planning Applications
Monday	22 February 1999	7.30 pm	COUNCIL
Thursday	25 February 1999	7.30 pm	Planning Applications
Thursday	18 March 1999	7.30 pm	Planning Applications

Monday	29 March 1998	7.30 pm	COUNCIL
Thursday	15 April 1999	7.30 pm	Planning Applications
Thursday	6 May 1999		DISTRICT AND PARISH ELECTIONS
Monday	17 May 1999	6.30 pm	ANNUAL COUNCIL
Wednesday	19 May 1999	7.30 pm	Annual Town Meeting

22. STAFFORDSHIRE POLICE AUTHORITY - POLICING PLAN 1998/99

Receipt of a copy of the Staffordshire Police Authority, Policing Plan 1998/99, was welcomed and noted.

23. WELCOME TO LICHFIELD SIGNS

Consideration was given to the agenda report on the Welcome to Lichfield Signs.

RESOLVED: *That the Town Clerk prepare proposals for improvements to the Welcome to Lichfield signs in liaison with officers of Lichfield District Council, and report back to a future meeting with recommendations and costings.*

24. BMX 'DIRT' TRACK

Consideration was given to the agenda report and recommendations relating to the possible creation of youth facilities (skateboarding, rollerblading, and BMX riding) on District Council owned land at Christian Fields, Lichfield. The estimated cost of the works would be £1,000 which would be shared equally between Lichfield District Council and the City Council's Youth Consultative Group. It was noted that the next meeting of the Youth Consultative Group would be held on 30 June 1998 and that the Council's approval was sought so that works could start as soon as the Youth Consultative Group had agreed the item.

RESOLVED: *That, subject to agreement of the Youth Consultative Group, the City Council agree to provide up to £500 from its Youth Consultative Group budget heading to Lichfield District Council, for the purposes of assisting with the creation of a BMX 'dirt' track on Lichfield District Council land at Christian Fields, Lichfield.*

25. GUILDHALL CHAIRS

Consideration was given to the agenda report and recommendations relating to the replacement of the plastic chairs currently used in Guildhall (main hall). The report detailed the Financial Standing Orders requirements.

RESOLVED: *That with regard to Financial Standing Order 1(a)(v) and 1(d) the Council purchase 160 No. R59 stacking chairs from Rosehill Furniture at a price of £32.95 each.*

26. KISSING GATES

Consideration was given to the agenda report and recommendations indicating that a sum of £10,000 was included in the budget estimates for the current year for Greening of the City/Rural Access. With regard to the Rural Access element, the Darwin Walk Trust had suggested five possible locations for Kissing Gates.

RESOLVED: *That subject to the Darwin Walk Trust obtaining necessary landowners' consent and an adequate undertaking of responsibility for future maintenance, the Council provide up to £1,000 for supply and erection of kissing gates on the Darwin Walk.*

(Mrs M.K. Barratt declared a substantial non pecuniary interest in this item and left the Meeting during the discussion and voting thereon).

27. PAYMENT OF ACCOUNTS

RESOLVED: *That payment be approved and confirmed for accounts as listed for the period 1 April 1998 to 31 May 1998 in the sum of £112,635.82 General Account and £1,822.78 Imprest Account, those payments with nominal code beginning 15--- being in accordance with the Council's powers under Section 137 of the Local Government Act 1972 (The Free Resource).*

THERE BEING NO FURTHER BUSINESS THE MAYOR DECLARED THE MEETING CLOSED AT 9.10 PM

LICHFIELD CITY COUNCIL**Minutes of a Meeting of Lichfield City Council held in the Guildhall, Lichfield,
on Monday, 13 July 1998**

PRESENT: The Right Worshipful the Mayor (Councillor P.A. Barrett), and Councillors Mrs M.F.E .Baker, Mrs. M.K. Barratt, M.R. Bennett, Mrs M.G. Boyle, J.R. Brooks, D.E. Burns, B.D .Diggle, Mrs J.M. Eagland, K. Edwards, T.V .Finn, C. Greatorex, I.G.Griffiths, Mrs A.H.R.Johnson, Mrs A.Knight, Mrs E.J. Knowles, D.R.A .Love, J.R.T. Mercer, A.J. O'Donnell, B.M. Pretty, J.A. Smith, S. Smitton, M.N. Taylor, P. Wareing, A.J. Wilkins, W.J. Wilson and R.J. Wingrove.

APOLOGIES: Councillors D.L.Bailey, Mrs K.P. Fontaine and J.Knowles.

28. MAYOR'S ANNOUNCEMENTS

The Mayor reported on civic events and other functions he had attended including various events organised as part of the Lichfield Festival and the Fringe Festival; and reported also on the success of the Lichfield Twinning Weekend.

29. MINUTES OF COUNCIL MEETING

RESOLVED: *That the Minutes of the Council Meeting held on 15 June 1998 (12 - 27) be confirmed and signed as a correct record.*

30. MINUTES OF PLANNING APPLICATIONS COMMITTEE

RESOLVED: *That the Minutes of the Planning Applications Committee Meetings held on 4 June 1998 be received.*

31. YOUTH CONSULTATIVE GROUP

RESOLVED: *That the Minutes of the Youth Consultative Group Meeting held on 30 June 1998 be received and the recommendations contained therein be adopted.*

32. YOUTH CONSULTATIVE GROUP (PROJECTS FOR YOUTH)

RESOLVED: *That the Minutes of the Youth Consultative Group (Projects for Youth) Meeting held on 30 June 1998 be received and the recommendation contained therein be adopted.*

33. GRANTS TO OUTSIDE BODIES 1998/99

Consideration was given to an application for financial assistance from the Voluntary Transport for the Disabled.

RESOLVED: *That a grant of £80 be made to the Lichfield Transport for the Disabled in respect of the hire of accommodation for meetings.*

34. TWINNING REPORT

Consideration was given to the Twinning Officer's report on the Twinning Weekend celebrations held on 26 - 29 June 1998.

RESOLVED: *1. That the report be noted.*

2. That Lichfield city councillors congratulate and thank the Town Clerk, the Twinning Officer, the City Council office staff, and the Guildhall caretaking staff who all worked so hard to ensure the success of the Twinning Weekend.

35. STAFFORDSHIRE COUNTY COUNCIL - POLICY PLAN 1998/99

Receipt of the Staffordshire County Council Policy Plan 1998/99, was noted.

36. TOWN AND PARISH COUNCILS SEMINAR

Councillor Mrs M.F.E. Baker, Deputy Leader, reported upon her attendance at a one day Seminar entitled 'Town and Parish Councils Effective Collaboration with Districts and Counties' held in Birmingham on 17 June 1998.

RESOLVED: *That the report be noted.*

37. SPCA AND NALC MEMBERSHIP

Consideration was given to the agenda report relating to an invitation from the Staffordshire Parish Councils Association for the Council to join the County Association (which included automatic membership of the National Association of Local Councils) at an annual subscription cost of £817.

RESOLVED: *That the Council join the Staffordshire Parish Councils Association.*

38. MAGISTRATES COURTS' SERVICE

Further to Minute No. 135 (23 March 1998) consideration was given to a letter dated 29 June 1998 from the Staffordshire Magistrates' Courts Service enclosing a copy of their revised Strategic Plan covering the period 1998 to 2003; and a copy of their Operation Plan, 1 July 1998 to 30 June 2000.

RESOLVED: *That receipt of this document be noted; and this item considered further at the September meeting of the Council.*

39. OPEN SPACES REPORT

Consideration was given to the agenda report on possible improvements to various public open spaces owned or maintained by the Council. The report referred to the Open Spaces Strategy prepared by Ashmead Price of Yoxall and to the presentation given to members by Sarah Ashmead.

The report examined various areas of open space and identified and listed six common themes and design principles which could be used to develop and improve these areas. Implementation of the proposals would require a rolling programme of budget provision over several years.

RESOLVED: *1. That the Consultants' report be received.*

2. That the Friary Corner site be identified as a priority area for landscaping improvement and the Town Clerk approach Lichfield District Council, Staffordshire County Council and the Lichfield Conduit Lands Trust for funding towards the costs involved.

3. That further consideration be given to the Report at a subsequent meeting of Council, in order to identify a priority list of sites for improvement and a rolling programme of budget provision.

40. LOCAL GOVERNMENT PENSION SCHEME REGULATIONS 1997 AND EARLY RETIREMENT POLICY

Further to Council Minute No.136 (23 March 1998) consideration was given to the agenda report relating to the Local Government Pension Scheme Regulations 1997 and related early retirement policy. The Council had RESOLVED under Minute No.136 to operate a policy identical to that operated by Lichfield District Council and details of the District Council's policy were circulated with the agenda for members' information. Appendix B to the agenda report detailed the early retirement policy adopted by Lichfield District Council, and changes required (substitution of City Council for LDC Committee) for this to be adopted by the City Council.

RESOLVED: *That the report be received and adopted.*

41. GUILDHALL OFFICES AT MINSTRELS' GALLERY

Further to Council Minute No.163 (20 April 1998) consideration was given to the detailed agenda report outlining discussions with Conservation Officers of Lichfield District Council; and the budget costings for providing a glazed timber framed sound-proof screen between the Guildhall main hall and the Minstrels' Gallery. It was noted that a revised option of soundproofing was being investigated, using a heavy curtain between Minstrels' Gallery and Guildhall, which could allow for the Minstrels' Gallery to be used as a general office.

RESOLVED: *That the report be noted and a detailed scheme be prepared for the revised option, for further consideration by Council.*

42. PROVISIONAL FINANCIAL OUT-TURN 1997/98

Consideration was given to the financial out-turn statement report for the year 1 April 1997 to 31 March 1998.

RESOLVED: *1. That the provisional out-turn report 1997/98 be noted.*

2. That the "Grants" budget for 1998/99 be increased by £1,750 to allow for a carry forward of grants to Methodist Church (£500) and Safe and Sound Playgroup (£1,250).

3. *That the YCG underspend of £10,675 be carried forward to 1998/99 budget.*
4. *That underspend relating to the Repairs and Renewals fund and Capital fund items for which budget provision was made 1997/98, but for which projects were not commenced or completed during 1997/98, be carried forward to 1998/99 budget provision.*
5. *That remaining underspend be carried forward to general balances.*

43. PAYMENT OF ACCOUNTS

RESOLVED: *That payment be approved and confirmed for accounts as listed for the period 1 June 1998 to 30 June 1998 in the sum of £37,641.66 General Account and £989.14 Imprest Account, those payments with nominal code beginning 15--- being in accordance with the Council's powers under Section 137 of the Local Government Act 1972 (The Free Resource).*

44. EXCLUSION OF THE 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.*

45. GUILDHALL REDECORATION TENDERS

Consideration was given to the confidential report relating to tenders received for the redecoration of Guildhall (main hall), and main staircase, first floor corridor/landing, and second floor staircase/landing. The report detailed the five firms invited to tender and the amounts of the two tenders received.

RESOLVED: *That the lowest tender received from Fisher Decorations of Stafford in the sum of £6,299 for the redecoration of Guildhall (main hall) and corridors/staircases, be accepted.*

THERE BEING NO FURTHER BUSINESS THE MAYOR DECLARED THE MEETING CLOSED AT 9.15 PM

LICHFIELD CITY COUNCIL
Minutes of a Meeting of Lichfield City Council held in the Guildhall, Lichfield,
on Monday, 21 September 1998

PRESENT: The Right Worshipful the Mayor (Councillor P.A. Barrett), and Councillors D.L. Bailey, Mrs. M.K.Barratt, M.R.Bennett, Mrs M.G.Boyle, J.R.Brooks, D.E. Burns, B.D.Diggle, Mrs J.M.Eagland, K.Edwards, T.V.Finn, Mrs K.P. Fontaine, C.Greatorex, I.G.Griffiths, Mrs A.H.R.Johnson, Mrs E.J.Knowles, J. Knowles, D.R.A.Love, J.R.T.Mercer, B.M.Pretty, J.A.Smith, S.Smitton, M.N.Taylor, P.Wareing, A.J.Wilkins, W.J. Wilson and R.J.Wingrove.

APOLOGIES: Councillors Mrs M.F.E. Baker, Mrs A. Knight and A. O'Donnell.

46. MAYOR'S ANNOUNCEMENTS

The Mayor reported on civic events and other functions he had attended.

47. MINUTES OF COUNCIL MEETING

RESOLVED: *That the Minutes of the Council Meeting held on 13 July 1998 (28 - 45) be confirmed and signed as a correct record.*

48. MINUTES OF PLANNING APPLICATIONS COMMITTEE

RESOLVED: *That the Minutes of the Planning Applications Committee Meetings held on 25 June 1998 and 16 July 1998 be received.*

49. QUESTIONS UNDER STANDING ORDER 8(2)

Bird Islands Stowe Pool

Councillor D.R.A. Love submitted the following question under Standing Order 8(2):

Can you please inform me as to the latest position concerning the resolution carried at the Annual Town Meeting last year that the Lichfield District Council install two further bird islands on Stowe Pool.

Councillor P. Wareing, Leader of Council, answered as follows:

Information obtained from Lichfield District Council is that following a site meeting between Councillor Love and Officers of Lichfield District Council, written confirmation is awaited from English Nature regarding the classification of Stowe Pool as a Special Site of Scientific Interest, and future management of the site, including the provision of new bird islands, will be considered thereafter.

50. ARTS CENTRE WORKING PARTY

Consideration was given to the Minutes and recommendations of the Arts Centre Working Party Meeting held on 3 September 1998.

RESOLVED UNANIMOUSLY: *That the Minutes and recommendation of the Arts Centre Working Party Meeting held on 3 September 1998 be received and adopted subject to the final bullet point being amended to read 'that the Bird Street site should encompass facilities for performance and exhibition as proposed in the District Council's Design brief of 16 September 1998'.*

[Councillor B.M. Pretty declared a pecuniary interest in this item and left the room during the discussion and voting thereon].

51. MILLENNIUM PROJECT WORKING GROUP

RESOLVED: *That the Minutes of the Millennium Project Working Group Meeting held on 3 September 1998 be received and the recommendations contained therein be adopted.*

52. YOUTH CONSULTATIVE GROUP

RESOLVED: *That the Minutes of the Youth Consultative Group held on 9 September 1998 be received and the recommendations contained therein be adopted.*

53. STAFFORDSHIRE PARISH COUNCILS' ASSOCIATION - ADVISORY NOTES**a) Advisory Notes**

Receipt of SPCA Advisory Notes dated Spring and Autumn 1998, were noted.

b) AGM and Conference - Saturday 10 October 1998

Consideration was given to an invitation for up to three members to attend the Annual General Meeting and Conference of the Staffordshire Parish Councils Association to be held at Stafford on Saturday, 10 October 1998.

RESOLVED: *That Councillors Mrs Baker, Mrs Barratt and Mrs Eagland attend the SPCA Annual General Meeting and Conference, the Council meeting the luncheon costs of £7.75 per delegate, plus the mileage costs of one delegate on condition that this delegate offer transport to the other delegates attending from the Council.*

c) Nominations for Executive Committee

Consideration was given to the agenda report indicating that during the August recess the SPCA had invited nominations for the Association's Executive Committee; and that in consultation with the Mayor and Leader, Councillor Mrs Baker had been nominated to represent the Council.

RESOLVED: *That Councillor Mrs Baker's nomination to serve on the Executive Committee of the SPCA, be approved.*

d) Area Committee

Consideration was given to an invitation for a representative to be appointed to attend meetings of the SPCA Lichfield District Area Committee.

RESOLVED: *That Councillor Mrs Baker (or substitute) be appointed to attend meetings of the SPCA Lichfield District Area Committee.*

54. NATIONAL ASSOCIATION OF LOCAL COUNCILS - 18TH ASSEMBLY FOR LARGER LOCAL COUNCILS

Consideration was given to an invitation for the Council to be represented at the 18th Assembly for Larger Local Councils, organised by the NALC, to be held on Wednesday, 18 November 1998 in London.

RESOLVED: *That Councillor Mrs Baker and the Town Clerk be appointed as the Council representatives to attend the 18th Annual Assembly for Larger Local Councils on 18 November 1998, in London.*

55. SPONSORSHIP OF ROUNDABOUTS

Consideration was given to the agenda report and recommendations relating to sponsorship of the Trent Valley Road and Birmingham Road roundabouts; and to the possible sponsorship of the annual maintenance costs of additional landscaped areas.

RESOLVED: *1. That sponsorship be invited for maintenance of landscaped sites for which the Council is responsible.*

2. That the minimum sum per site be £500 p.a. but should there be more than one sponsor the highest offer (over £500) be accepted.

3. That the sponsor be permitted to display up to two small signs on each area sponsored, the wording to identify the sponsor, and logo, together with the involvement of the Council.

4. That the costs of the signs, installation of the same, and obtaining any necessary planning approvals be the responsibility of the sponsor.

5. That sponsorship be for a period of 12 months, sponsorship payable in full in advance.

56. REVIEW OF PARISH COUNCIL CHARTER

Consideration was given to a letter dated 27 July 1998 from Staffordshire County Council inviting views on a review of the Parish Council Charter.

RESOLVED: That the County Council's continuing commitment to parish councils be welcomed and the County Council be advised that it was considered that no major revisions were required.

57. PARISH FUND - CAPITAL GRANT AID SCHEME

Consideration was given to correspondence from Lichfield District Council relating to the establishment of a Parish Fund Capital Grant Aid Scheme for grants towards capital projects undertaken by parish councils.

RESOLVED: That the correspondence be noted.

58. GUILDHALL CORRIDOR GALLERY

Consideration was given to the agenda report relating to the temporary display area on the ground floor corridor created for the recent Twinning Weekend, and the possibility of the corridor being made into a permanent display area. It was noted that two approaches had been made by exhibitors and the report outlined a number of issues that would need to be addressed before the corridor could be used for exhibitions.

RESOLVED: That up to £2,500 be allocated from the Guildhall Repairs and Renewals fund for improvements to the ground floor corridor to facilitate its use as an exhibition area, and that the area be used for temporary exhibitions on the terms as outlined in the agenda report.

59. LICHFIELD CHRISTMAS LIGHTS

Further to Council Minute No.88 (10 November 1997) consideration was given to the agenda report relating to Council's involvement in the provision of Christmas lights, including the financial costs incurred by the Council and the benefit to local traders.

RESOLVED: That the report be noted.

60. KINGSHILL ROAD - PATH

Consideration was given to the agenda report relating to the ownership and maintenance arrangements of footpaths and hedges in Borrowcop area of the city.

RESOLVED: That the Council undertakes future maintenance of the Kingshill path, King Edward VI School to Manor Rise.

61. BISHOP'S WALK

Consideration was given to the agenda report relating to Bishop's Walk footpath running from Reeve Lane to Gaia Lane. It was noted that the northern-most section of the path was very narrow and a scheme for the possible widening of this section of footpath was outlined in the agenda report.

RESOLVED: That the Council undertake the widening of the northern-most section of Bishop's Walk on the terms as outlined in the agenda report.

62. MAGISTRATES COURTS' REPORT

Further to Council Minute No.135 (23 March 1998) consideration was given to the agenda report relating to the Strategic Plan and Operational Plan 1998 - 2003 produced by the Magistrates Courts' Committee.

RESOLVED UNANIMOUSLY: That the Council continue its strong opposition to any closure of the Lichfield Magistrates' Courts, the over-riding value of which was in providing a local justice service for the local community. That the Council recommends the Courts' Committee to undertake improvements to the Courts facilities in Lichfield in order to meet the facilities required of modern court buildings.

63. LICHFIELD CITY COUNCIL BALANCE SHEET 1997/98

Consideration was given to the Council's Balance Sheet and financial statement for the year 1997/98. It was noted that the format of the report was that required by the Accounts and Audit Regulations 1996.

RESOLVED: That the Balance Sheet 1997/98 be received.

64. FINANCIAL PROGRESS REPORT - 1 APRIL TO 31 AUGUST 1998

Consideration was given to the Financial Progress Report for the period 1 April 1998 to 31 August 1998.

RESOLVED: That the financial Progress Report 1 April 1998 to 31 August 1998, be noted.

65. PAYMENT OF ACCOUNTS

RESOLVED: That payment be approved and confirmed for accounts as listed for the period 1 July 1998 to 31 August 1998 in the sum of £101,491.62 General Account and £1,299.97 Imprest Account, those payments with nominal code beginning 15--- being in accordance with the Council's powers under Section 137 of the Local Government Act 1972 (The Free Resource).

THERE BEING NO FURTHER BUSINESS THE MAYOR DECLARED THE MEETING CLOSED AT 9.25 PM

LICHFIELD CITY COUNCIL
Minutes of a Meeting of Lichfield City Council held in the Guildhall, Lichfield,
on Monday, 26 October 1998

PRESENT: The Right Worshipful the Mayor (Councillor P.A. Barrett), and Councillors Mrs. M.K.Barratt, M.R.Bennett, J.R.Brooks, B.D.Diggle, Mrs J.M.Eagland, K.Edwards, C.Greatorex, I.G.Griffiths, Mrs A.H.R.Johnson, Mrs A. Knight, D.R.A.Love, J.R.T.Mercer, A. O'Donnell, B.M.Pretty, J.A.Smith, S.Smitton, M.N.Taylor, P.Wareing, A.J.Wilkins, W.J. Wilson and R.J.Wingrove.

APOLOGIES: Councillors D.L. Bailey, Mrs M.F.E. Baker, Mrs M.G. Boyle, D.E. Burns, T.V. Finn, Mrs K.P. Fontaine, Mrs E.J. Knowles and J. Knowles.

66. MAYOR'S ANNOUNCEMENTS

The Mayor reported on civic events and other functions he had attended.

67. MINUTES OF COUNCIL MEETING

RESOLVED: *That the Minutes of the Council Meeting held on 21 September 1998 (46 - 65) be confirmed and signed as a correct record.*

68. MINUTES OF PLANNING APPLICATIONS COMMITTEE

RESOLVED: *That the Minutes of the Planning Applications Committee Meetings held on 3 September 1998 and 24 September 1998 be received.*

69. LICHFIELD DISTRICT HOUSING ASSOCIATION - ANNUAL REPORT 1997/98

Consideration was given to the Lichfield District Housing Association Annual Report 1997/98.

RESOLVED UNANIMOUSLY:

1. *That the Report be noted.*
2. *That Lichfield District Housing Association be asked to reconsider its proposals for a new office block at Stowe Street.*

70. STAFFORDSHIRE POLICE AUTHORITY ANNUAL REPORT 1997/98

Receipt of a copy of the Staffordshire Police Authority Annual Report 1997/98, was noted.

71. LAND AT FOSSEWAY LAND, LICHFIELD

Consideration was given to the agenda report and recommendations relating to:

a) the Council's existing policy regarding the adoption of amenity areas at Boley Park, and the extension of the policy to cover all sites within the city boundary in view of proposed developments elsewhere in the city

c) a request by Lichfield District Council for the City Council to adopt amenity land on the proposed new development south of Fosseyway

RESOLVED: *1. That the Council's policy relating to the adoption of new amenity land be reviewed and a report on this item be submitted to a future meeting.*

2. That the Council agree to adopt the amenity land at Fosseyway as shown on the plan submitted to the meeting.

72. LICHFIELD COUNTY COURT

Consideration was given to the agenda report and recommendations indicating that the Courts' Service had produced a 'Business Case for the Closure of Lichfield County Court'. The proposal in the 'Business Case' was for the County Court in Lichfield to be closed and its jurisdictional area to be absorbed by neighbouring Courts at Walsall, Stafford, Tamworth and Burton-upon-Trent.

RESOLVED: *1. That the Council strongly opposes the proposed closure of the Lichfield County Court.*

2. That the Council urges both the Courts' Service and the Magistrates' Courts Service to assess the advantages that would be gained by combining their use within the existing Magistrates' Courts building in Wade Street.

73. STAFFORDSHIRE PARISH COUNCILS' ASSOCIATION

Further to Council Minute No.53 b) (21 September 1998) consideration was given to the report by Councillor Mrs Baker on the attendance of the Council's representatives at the Annual General Meeting of Staffordshire Parish Councils' Association held on 10 October 1998.

RESOLVED: That the report be noted.

74. CURBOROUGH COMMUNITY ASSOCIATION - DIVIDING WALL

Consideration was given to the agenda report and recommendations relating to an application from the Curborough Community Association requesting landlord's consent from the Council for permission to build a new internal wall in the Community Centre in place of the existing partition along the line A - B on the plan submitted to enable the large hall and small hall to be hired separately.

RESOLVED: That the Council grants consent to the Curborough Community Association to construct an internal wall in the Curborough Community Centre between points A and B on the plan subject to:

- a) **the door provided being wide enough to accommodate wheel chairs**
- b) **confirmation from the Fire Officer that the modifications do not contravene fire escape routes or Fire Regulations.**
- b) **the Curborough Community Association first obtaining any necessary Planning or Building Regulations consents and forwarding copies of the same to the Council.**
- c) **the cost of the new wall being met in full by the Curborough Community Association.**

[Councillors D.R.A. Love and A.J. Wilkins declared a clear and substantial non pecuniary interest and left the meeting during the consideration of this item. Councillors M.R. Bennett and M.N. Taylor declared an interest in this item as representatives appointed by the Council on the Management Committee].

75. ARTS ASSOCIATION BAR AND LIQUOR LICENCE FOR GUILDHALL

Consideration was given to the agenda report and recommendations relating to:

- a) a request by LDAA for permission to apply for a full on licence for the Guildhall, main hall. The report outlined the previous system for licensing LDAA events in the Guildhall by the licensee applying for an 'occasional' licence
- b) the effect that the LDAA licence (if granted) would have on other hirers of the Guildhall
- c) conditions and charges to be imposed by the Council if a licence was granted

Consideration was also given to a possible scheme, together with costings, for improvements to the bar facilities at Guildhall.

It was proposed by Councillor J.R. Brooks and seconded by Councillor A. O'Donnell:

"1. That the Council consents to an application being made by the LDAA for Mr J. Bazeley to hold a licence in respect of the Guildhall premises, this consent to apply for a 12 month period only and be subject to review from that date.

2. That the costs of obtaining the licence be met by the LDAA and the licence be subject to a condition requiring the Council's consent for all functions involving sale of alcohol on the premises.

3. That a new bar fitting be provided for Guildhall at an estimated cost of £4,000.

4. That the LDAA be charged £1,000 p.a. rental for the use of the bar, the rental to be payable quarterly in advance."

An amendment was proposed by Councillor Mrs A.H.R. Johnson and duly seconded:

"That this item be referred back for further consideration including the possible siting of a bar in Guildroom where appropriate water and drainage could be easily accessed; and relevant costs of this suggestion be obtained." On being put to the vote the amendment was declared **LOST**.

The original proposition was then put to the vote whereupon it was:

RESOLVED: 1. *That the Council consents to an application being made by the LDAA for Mr J. Bazeley to hold a licence in respect of the Guildhall premises, this consent to apply for a 12 month period only and be subject to review from that date.*

2. *That the costs of obtaining the licence be met by the LDAA and the licence be subject to a condition requiring the Council's consent for all functions involving sale of alcohol on the premises.*

3. *That a new bar fitting be provided for Guildhall at an estimated cost of £4,000.*

4. *That the LDAA be charged £1,000 p.a. rental for the use of the bar, the rental to be payable quarterly in advance.*

[Councillor B.M. Pretty declared a pecuniary interest in this item and left the meeting during consideration of this item. Councillors P.A. Barrett (Mayor), Mrs M.K. Barratt, I.G. Griffiths, P. Wareing and W.J. Wilson declared a substantial non-pecuniary interest in this item and left the meeting during the consideration of this item].

[Councillor M.N. Taylor (Deputy Mayor) in the chair for consideration of this item]

76. POLICING INITIATIVES

a) Townsafe Scheme

Further to the presentation to councillors on 15 October 1998 on proposals for a Lichfield 'Townsafe' scheme, consideration was given to a request by the Police for financial support from the Council towards publicity for the scheme.

RESOLVED: *That a grant of £500 be made towards the Lichfield Townsafe Scheme.*

b) Staffordshire Citizen

Consideration was given to a request from Staffordshire Police for financial support of £200 per annum towards publication of the "Staffordshire Citizen".

RESOLVED: *That a grant of £200 per annum be made towards the publication costs of Staffordshire Citizen.*

77. NORTH LICHFIELD INITIATIVE - OPEN DAY, 29 OCTOBER 1998

Consideration was given to the agenda report relating to correspondence received from Lichfield District Council relating to:

a) The Open Day to be held at Curborough community Centre between 3.30 pm and 8 pm on Thursday, 29 October 1998 on the North Lichfield Initiative.

b) A request for a contribution towards the cost of the extensive publicity being undertaken for the Open Day, the estimated cost of which was £3,000.

RESOLVED: 1. *That details of the Open Day be noted.*

2. *That a contribution of £300 be made towards the publicity costs involved.*

78. PAYMENT OF ACCOUNTS

RESOLVED: *That payment be approved and confirmed for accounts as listed for the period 1 September 1998 to 30 September 1998 in the sum of £53,927.09 General Account and £746.53 Imprest Account, those payments with nominal code beginning 15--- being in accordance with the Council's powers under Section 137 of the Local Government Act 1972 (The Free Resource).*

THERE BEING NO FURTHER BUSINESS THE MAYOR DECLARED THE MEETING CLOSED AT 9.25 PM

LICHFIELD CITY COUNCIL
Minutes of a Meeting of Lichfield City Council held in the Guildhall, Lichfield,
on Monday, 16 November 1998

PRESENT: The Right Worshipful the Mayor (Councillor P.A. Barrett), and Councillors Mrs M.F.E. Baker, M.R.Bennett, Mrs M.G. Boyle, J.R.Brooks, D.E. Burns, Mrs J.M.Eagland, K.Edwards, T.V. Finn, Mrs K.P. Fontaine, C.Greatorex, I.G.Griffiths, Mrs A.H.R.Johnson, Mrs A. Knight, Mrs E.J. Knowles, J. Knowles, D.R.A.Love, A. O'Donnell, B.M.Pretty, J.A.Smith, S.Smitton, P.Wareing, and A.J.Wilkins.

APOLOGIES: Councillors D.L. Bailey, Mrs M.K. Barratt, B.D. Diggle, J.R.T. Mercer, M.N. Taylor, W.J. Wilson and R.J. Wingrove.

79. MAYOR'S ANNOUNCEMENTS

The Mayor reported on civic events and other functions he had attended.

80. MINUTES OF COUNCIL MEETING

RESOLVED: *That the Minutes of the Council Meeting held on 26 October 1998 (66 - 78) be confirmed and signed as a correct record.*

81. MINUTES OF PLANNING APPLICATIONS COMMITTEE

RESOLVED: *That the Minutes of the Planning Applications Committee Meetings held on 15 October 1998 be received.*

82. JOHNSON BIRTHPLACE ADVISORY COMMITTEE

RESOLVED: *1. That the Minutes of the Johnson Birthplace Advisory Committee held on 10 November 1998 and the recommendations contained therein be adopted.*

2. That with respect to Minute No. 30 of the Advisory Committee Minutes, the main minority party representative on the ad hoc Committee, be Councillor B.D. Diggle.

83. YOUTH CONSULTATIVE GROUP

RESOLVED: *That the Minutes of the Youth Consultative Committee held on 10 November 1998 and the recommendations contained therein be adopted.*

84. YOUTH CONSULTATIVE GROUP - PROJECTS FOR YOUTH

RESOLVED: *That the Minutes of the Youth Consultative Group (Projects for Youth) held on 10 November 1998, be received and the recommendations contained therein be adopted.*

[Councillor A.J. Wilkins declared a substantial non pecuniary interest in Minute 1 (Minster Hall Youth Centre) and left the room during the discussion and voting thereon].

85. BIRD STREET ARTS BUILDING - ARCHITECTURAL PROPOSALS

Consideration was given to the agenda report and recommendations relating to the public exhibition and presentation of architectural proposals for the Bird Street Arts Building Site, as submitted by the five competing forms of architects.

It was noted that the Selection Panel, comprising representatives of the partner bodies in the scheme, would interview the competing architects, and submit recommendations to the District Council's Community Services Committee on 24 November 1998. It was noted that the intention was that the contract to build would be confirmed in April 1999 with work starting on site in June 1999.

RESOLVED: *That the Council confirms the appointment of Councillor Peter Wareing as its representative on the interviewing panel and support the collective decision of the Selection panel on the successful scheme.*

[Councillor B.M. Pretty declared a pecuniary interest in this item and left the room during the consideration of this item].

86. TWINNING REPORT

Consideration was given to the Twinning Officer's Report dated 3 September 1998.

RESOLVED: *That the Report be noted.*

87. LICHFIELD DISTRICT HOUSING STRATEGY

Consideration was given to the Lichfield District Housing Strategy which contained details of targets to meet a variety of housing needs over the next 3 - 5 years.

RESOLVED: *1. That the report be welcomed in so far as it makes provision for local affordable and assisted housing needs.*

2. That the statement issued by Staffordshire County Council's Development Committee be considered at the next meeting of the City Council's Planning Applications Committee.

88. APPOINTMENT OF REPRESENTATIVE - ST MICHAEL'S CE SCHOOL

RESOLVED: *That Mrs Linda Edwards be appointed as the City Council representative on the Governing Body of St Michael's CE School for the remainder of the present term of office (i.e. until 31 August 2001).*

[Councillor K.Edwards declared a substantial interest in this item and left the room during the discussion and voting thereon].

89. OFFICE HOURS

Consideration was given to the agenda report and recommendations relating to the present, and proposed City Council Office hours.

RESOLVED: *That the City Council Office be open to the public between 9.30 am and 4.30 pm Monday to Friday (except public holidays and extra statutory days).*

90. DR JOHNSON BIRTHPLACE TRUST - ANNUAL REPORT AND ACCOUNTS

It was reported that in September 1991 (Minute No.61) the Council had decided which items from the Council's Birthplace budget would form part of the Birthplace Trust Accounts, and which items of income and expenditure would be undertaken by the Council in its corporate capacity.

It was noted that two factors had now arisen which required an amendment to the policy referred to.

RESOLVED: *1. That item 1 of Minute No.61 of Council, 16 September 1991, be amended so that with effect from 1 April 1997 all employees at the Birthplace be included as employees of the Council direct, and not the Council as Trustee of the Birthplace Museum.*

2. That the assets of the Birthplace Trust comprise the museum building itself, the museum collection as detailed on the museum inventory, and all other contents of the museum, except those items of office furniture and office equipment included as assets of the City Council.

3. That the Annual Report and Accounts of the Dr Johnson Birthplace Trust for the year ending 31 March 1998 be received.

91. NOTICE OF AUDIT

Notice of Audit of the Council's accounts for the year ended 31 March 1998, was received.

RESOLVED: *That the report be noted.*

92. INTERNAL AUDIT ARRANGEMENTS

Further to the District Auditor's Memorandum submitted to Council on 23 March 1998, the Town Clerk reported on existing and proposed internal audit arrangements to demonstrate how the Council discharged its duty to provide an adequate and effective system of internal audit.

RESOLVED: *That details of Internal Audit Arrangements, as contained in the report submitted, be received.*

93. PAYMENT OF ACCOUNTS

RESOLVED: *That payment be approved and confirmed for accounts as listed for the period 1 October 1998 to 31 October 1998 in the sum of £39,311.15 General Account and £645.86 Imprest Account, those payments with nominal code beginning 15--- being in accordance with the Council's powers under Section 137 of the Local Government Act 1972 (The Free Resource).*

94. EXCLUSION OF THE 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.*

95. TENDER OPENING - CHRISTMAS LIGHTS

Consideration was given to the confidential report relating to tenders received for the erection, maintenance, and dismantling of the 1998 Christmas illuminations. The report detailed the three firms invited to tender and the amounts of the two tenders received.

RESOLVED: *1. That the lowest tender received from Derryford Electrical in the sum of £7,250 for the erection, maintenance and dismantling of the 1998 Christmas illuminations, be accepted.*

2. That arrangements be made for the illumination of Lichfield Cathedral from the date of the switch-on until Christmas at an estimated cost of £600.

THERE BEING NO FURTHER BUSINESS THE MAYOR DECLARED THE MEETING CLOSED AT 8.55 PM

LICHFIELD CITY COUNCIL
Minutes of a Meeting of Lichfield City Council held in the Guildhall, Lichfield,
on Monday, 25 January 1999

PRESENT: The Right Worshipful the Mayor (Councillor P.A. Barrett), and Councillors D. L. Bailey, Mrs M.F.E. Baker, Mrs M.K. Barratt, M.R.Bennett, Mrs M.G. Boyle, J.R.Brooks, D.E. Burns, B.D. Diggle, Mrs J.M.Eagland, K.Edwards, T.V. Finn, C.Greatorex, I.G.Griffiths, Mrs A.H.R.Johnson, Mrs A. Knight, Mrs E.J. Knowles, J. Knowles, D.R.A.Love, J.R.T. Mercer, A. O'Donnell, B.M.Pretty, J.A.Smith, S.Smitton, M.N. Taylor, P.Wareing, A.J.Wilkins, W.J. Wilson and R.J. Wingrove.

APOLOGIES: Councillor Mrs K.P. Fontaine.

96. MAYOR'S ANNOUNCEMENTS

The Mayor reported on civic events and other functions he had attended including Carol Services held in the Guildhall, Lichfield Cathedral and HMYOI Swinfen Hall, the Tuesday Market 'Best Dressed Christmas Stall' competition on 22 December, Community Award presentations as organised by the Post/ComTel on 17 December and Lichfield Mercury on 14 January and Wade Street Church Service on 10 January. The Mayor reminded members of the forthcoming 'Mayor and Sheriff's Charity Skittles Evening' to be held on Friday 26 February and the 'Mayor and Sheriff's Charity Barn Dance' to be held on Friday 19 March.

97. MINUTES OF COUNCIL MEETING

RESOLVED: *That the Minutes of the Council Meeting held on 16 November 1998 (79-95) be confirmed and signed as a correct record.*

98. MINUTES OF PLANNING APPLICATIONS COMMITTEE

RESOLVED: *That the Minutes of the Planning Applications Committee Meeting held on 5 November 1998 and 26 November 1998 be received.*

99. YOUTH CONSULTATIVE GROUP

RESOLVED: *That the Minutes of the Youth Consultative Committee held on 12 January 1999 and the recommendations contained therein be adopted.*

100. STAFFORDSHIRE PARISH COUNCILS ASSOCIATION ADVISORY NOTES

Receipt of the SPCA Advisory Notes Winter 1998/99, was noted.

101. NALC - ANNUAL REPORT AND ACCOUNTS 1997 - 1998

RESOLVED: *That receipt of the NALC Annual Report and Accounts 1997 - 1998 be noted.*

102. TWINNING

Consideration was given to the agenda report regarding:

- a) Twinning Officer's Report dated 7 January 1999.
- b) Linking News
- c) EC Grant
- d) Twinning Visit to Sainte Foy
- e) Visit of Sainte Foy Councillors to Lichfield 5 - 7 March 1999

RESOLVED: *That the Report be noted, and that arrangements be made for the visit of Sainte Foy Councillors to Lichfield 5 - 7 March 1999, including a programme of topics and speakers to which all city councillors would be invited. Expenditure to be met from the Twinning Fund (estimated cost £350).*

103. ACTION FOR MARKET TOWNS

Consideration was given to the agenda report regarding membership of Action for Market Towns.

RESOLVED: *That before a subscription to "Action for Market Towns" is approved the Council consider a report on the benefits of membership.*

104. MAGISTRATES' COURT CONSULTATION DOCUMENT

Consideration was given to the extract from the Consultation Paper on the closure of the Lichfield Magistrates' Court and the Consultation Paper on the Petty Sessional Divisions.

RESOLVED: *That the Council strongly re-affirm its objection to the closure of the Magistrates' Court on the grounds previously stated and that the Council write to the Member of Parliament and the appropriate House of Commons Committee seeking their support against the Court closure.*

105. INSPECTIONS OF COUNCIL OWNED (LISTED) BUILDINGS

It was noted that the quinquennial architectural inspections had been undertaken of the Johnson Birthplace, Cruck House and the Clock Tower, together with a structural report on the Gazebo.

RESOLVED: *That the reports be noted.*

106. EDUCATION RESOURCE - JOHNSON BIRTHPLACE AND GUILDHALL CELLS

RESOLVED: *That the Council (in respect of Guildhall and cells) contribute up to £600, and the Birthplace Trust contribute up to £600, towards the costs involved of establishing joint educational research and promotion material for city attractions.*

107. GUILDHALL BLINDS

RESOLVED: *That the Council approve the fitting of blinds to Guildhall main hall windows at a total cost of £4,785, provided that the sample blind to be fitted to one of the windows is considered satisfactory.*

108. ROOM HIRE CHARGES AND VAT

RESOLVED: *That a further report be submitted on this item at a subsequent meeting.*

109. MARKET RENTS

a) Friday Market

RESOLVED: *That the City Council Friday market rent remain equal to the District Council's Saturday market rent.*

b) Tuesday Market

Thanks were expressed to Rachel Clive, Tuesday Market Manager, for the work she was undertaking in developing and promoting the Tuesday market.

RESOLVED: *That the current rentals remain unchanged for 1999/2000, but be reviewed for 2000/01.*

110. BUDGET ESTIMATES 1999/2000 (INCLUDING FINANCIAL PROGRESS REPORT 1 APRIL TO 31 DECEMBER 1998)

Consideration was given to:

a) the Financial Progress report for the period 1 April to 31 December 1998

b) the budget estimates for 1999/2000 financial year

RESOLVED: *1. That the Financial Progress Report be noted.*

2. That Budget Estimates as circulated with the agenda be approved and a sum of £380,000 be precepted for the financial year 1999/2000.

111. PAYMENT OF ACCOUNTS

RESOLVED: *That payment be approved and confirmed for accounts as listed for the period 1 November 1998 to 31 December 1998 in the sum of £73,535.12 General Account and £1,421.22 Imprest Account, those payments with nominal code beginning 15--- being in accordance with the Council's powers under Section 137 of the Local Government Act 1972 (The Free Resource).*

112. EXCLUSION OF THE 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.*

113. CAPPERS LANE LAND

Consideration was given to the agenda report relating to the sale of land at Cappers Lane. It was noted that the sale had been completed on Friday 22 January 1999 in the sum of £169,440, this being the highest of ten offers received.

RESOLVED: *That the report be noted.*

114. STAFF REGRADINGS

Consideration was given to the agenda report relating to the regrading of the two part time Clerical Assistant posts.

RESOLVED: *1. That the two Clerical Assistant posts be regraded to Scale 2 with effect from 1 February 1999 commencing at spinal column point 12 and rising by one annual increment to the bar at spinal column point 13.*

2. That the hours each Clerical Assistant is employed remain at 20 hours per week.

3. That the grading be reviewed should a vacancy occur in either of these posts.

THERE BEING NO FURTHER BUSINESS THE MAYOR DECLARED THE MEETING CLOSED AT 9.20 PM

LICHFIELD CITY COUNCIL
Minutes of a Meeting of Lichfield City Council held in the Guildhall, Lichfield
on Monday, 22 February 1999

PRESENT: The Right Worshipful the Mayor (Councillor P.A. Barrett), and Councillors D.L. Bailey, Mrs M.F.E. Baker, Mrs M.K. Barratt, M.R. Bennett, J.R. Brooks, D.E. Burns, D.B. Diggle, Mrs J.M. Eagland, K. Edwards, T.V. Finn, Mrs K.P. Fontaine, C. Greatorex, Mrs A.H.R. Johnson, Mrs E.J. Knowles, J.R.T. Mercer, A. O'Donnell, B.M. Pretty, J.A. Smith, S. Smitton, M.N. Taylor, P. Wareing, A.J. Wilkins and R.J. Wingrove.

APOLOGIES: Councillors Mrs M.G. Boyle, I.G. Griffiths Mrs A. Knight and J. Knowles.

115. MAYOR'S ANNOUNCEMENTS

The Mayor reported on civic events and other functions he had attended, including his visit to Limburg as guest of the Mayor to attend their Fastnacht festival.

116. MINUTES OF COUNCIL MEETING

RESOLVED: *That the Minutes of the City Council Meeting held on 25 January 1999 (96 - 114) be confirmed and signed as a correct record.*

117. MINUTES OF PLANNING APPLICATIONS COMMITTEE

RESOLVED: *That the Minutes of the Planning Applications Committee Meetings held on 17 December 1998 and 14 January 1999 be received.*

118. ARTS CENTRE WORKING PARTY

RESOLVED: *That the Minutes of the Arts Centre Working Party held on 22 January 1999 be received and the recommendations contained therein be adopted*

(Councillor B.M. Pretty declared a pecuniary interest in this item and left the room during the discussion and voting thereon).

119. GRANTS TO OUTSIDE BODIES 1999/2000

a) General Grants

Consideration was given to applications received for financial assistance from the 1999/2000 budget.

RESOLVED: *1. That the Council makes grants to the following organisations as indicated:*

* Lichfield Citizens' Advice Bureau	2,300
Lichfield District Arts Association	1,000
LDAA - Real Ale, Jazz and Blues	700
LDAA - Community Arts Fringe	1,000
Lichfield Festival	1,500
* Lichfield and District CVS	1,400
* The Guild of St Mary's Centre	500
* St Giles Hospice	500
* Lichfield Transport for the Disabled	750
Lichfield Adventure Playground Association	800
* Relate	500
* Cruse Bereavement Care	350
* Lichfield Over 60's Club	500
* Lichfield Victim Support	500
* Lichfield Arthritis Care	350
Lichfield Competitive Music Festival	200
* Burntwood & Lichfield Visually Handicapped Club	200
* CHADS	250
Lichfield Sinfonia	200
* South Staffs Family Mediation Service	150
Lichfield Table Tennis	200
* National Schizophrenia	100

<i>Lichfield Jazz Festival</i>	200
* <i>WRVS Darby & Joan (Minster Hall)</i>	100
* <i>Lichfield Self Help Group</i>	100
* <i>DISC Family Care</i>	150
* <i>Lichfield and Burntwood Solo Club</i>	100
<i>Lichfield Embroiderers</i>	100
* <i>Lichfield Live at Home</i>	1,000
<i>Duke of York Bowling Club</i>	100
* <i>Methodist Church</i>	400
<i>Lichfield Mysteries</i>	1,200
* <i>Lichfield Riding for Disabled</i>	400
* <i>National Association of Widows</i>	250
<i>Lichfield Greenhill Bower</i>	1,500
<i>Lichfield Youth Theatre</i>	1,000
<i>Beacon Park Football Club</i>	400
* <i>Carers</i>	400
* <i>Churches Together in Lichfield</i>	100
* <i>Clinton House Association</i>	250
<i>Darwin Walk Trust</i>	300
<i>Erasmus Darwin Foundation</i>	2,000
* <i>League of Friends of 55 Scotch Orchard</i>	300
* <i>Lichfield & District Neighbourhood Watch Assoc</i>	400
<i>Lichfield & Hatherton Canals Restoration Trust Ltd</i>	400
<i>Lichfield Young Art & Crafts Club</i>	250
<i>Lichfield Young Textile Group</i>	100
* <i>Rotary Club of Lichfield</i>	250
* <i>St John Ambulance</i>	250
<i>St Michael's Playgroup</i>	150
<i>Dixie Foundation</i>	100
* <i>WRVS</i>	500
* <i>Lichfield U3A</i>	100
* <i>Alzheimer's Disease Society</i>	100

2. That grants to organisations marked * made in accordance with its powers under Section 137 of the Local Government Act 1972, being in the opinion of the Council, in the interests of the area or the inhabitants and which will benefit them in a manner commensurate with the expenditure.

3. That in respect of the item marked expenditure being made from the Arts/Cultural activities budget.

4. That no grants be made to the remaining organisations detailed in the agenda.

b) Room Hire Grants

RESOLVED: That the Council grants free use of Guildhall premises to the following organisations:

	<i>Maximum Value</i>
<i>Lichfield District Arts Association</i>	2,000
<i>Lichfield Festival</i>	450
<i>City of Lichfield Concert Band</i>	950
<i>Johnson Society</i>	120
* <i>Royal British Legion</i>	110
<i>Lichfield Twinning Association</i>	70
* <i>Ladies Lifeboat Guild</i>	60
<i>Johnson Friends</i>	40
<i>The Guild of St Mary's Centre</i>	50
* <i>Lichfield Shrievalty Association</i>	20
* <i>Lichfield Greenhill Bower</i>	500

Councillor B.M. Pretty declared a pecuniary interest in the applications from the Lichfield District Arts Association and left the meeting during the discussion and voting thereon.

The following councillors declared a clear and substantial non-pecuniary interest in the applications from the undermentioned organisations and left the meeting during the discussion and voting thereon:

Clinton House Association - Mrs M.K. Barratt
 Johnson Friends - J.R.T. Mercer
 Johnson Society - J.R.T. Mercer
 Lichfield Adventure Playground Association - Mrs M.K. Barratt, K. Edwards, T.V. Finn and A.J. Wilkins
 Lichfield Citizens Advice Bureau - D.L. Bailey
 Lichfield & District Neighbourhood Watch Association - Mrs M.K. Barratt
 Lichfield Festival - Mrs A.H.R. Johnson, J.A. Smith
 Lichfield Greenhill Bower - Mrs M.K.. Barratt, T.V. Finn
 Lichfield Live at Home Scheme - T.V. Finn, A.J. Wilkins
 Lichfield Mysteries - P. Wareing
 Lichfield Shrievalty Association - D.L. Bailey, Mrs M.K. Barratt, P.A. Barrett, K. Edwards, T.V. Finn, J.R.T. Mercer
 Lichfield Twinning Association - J.A. Smith
 Lichfield Victim Support - K. Edwards
 Methodist Church - A.J. Wilkins
 Guild of St Mary's Centre - Mrs J.M. Eagland, Mrs A.H.R. Johnson

The following councillors declared a non-pecuniary interest in the undermentioned organisations:

Lichfield District Arts Association - Mrs M.F.E. Baker, P.A. Barrett, P. Wareing, Mrs E.J. Knowles
 Lichfield Table Tennis - S. Smitton
 Lichfield Youth Theatre - Mrs A.H.R. Johnson
 St Giles Hospice - J.R. Brooks

The following councillors declared an interest by reason of being appointed a City Council representative on the undermentioned organisations:

Lichfield Adventure Playground Association - R.J. Wingrove
 Lichfield & District CVS - Mrs .J. Knowles
 Lichfield Greenhill Bower - Mrs M.F.E. Baker
 Lichfield Twinning Association - J.A. Smith

120. ST MICHAEL'S CHURCHYARD MANAGEMENT

Consideration was given to the agenda report and recommendations which detailed proposals for proposed changes to the management policy for St Michael's closed churchyard.

RESOLVED: 1. That the Council agree the proposed wildlife conservation management project for the churchyard as outlined in the report submitted.

2. That the Council submit an application to the Staffordshire Environmental Fund towards funding of the project.

3. That the Council allocate a sum of £6,000 over a two year period towards the non-recurrent costs, in addition to the costs of routine maintenance, and the cost of administrative staff time incurred in organisation of the project.

121. HENDERSON GIFT TO THE BIRTHPLACE MUSEUM

Consideration by given to the agenda report outlining the donation to the Birthplace Museum of a collection of books, brochures, pamphlets, etc. known as 'The Henderson Gift'.

RESOLVED: 1. That the report be noted.

2. That the City Council's thanks be recorded for the donation of 'The Henderson Gift' to the Johnson Birthplace Museum.

122. ALLOTMENT TENANCIES

Consideration was given to the agenda report which indicated:

- a) currently there were six separate leases to the Lichfield & District Allotment and Home Gardens Society for the six allotment sites owned by the City Council. It was noted that four of the leases would expire on 29 September this year and that one lease was an annual renewal
- b) informal discussions had taken place with representatives of the Allotment Society for a combined lease for all the allotment sites

RESOLVED: *1. That the Council indicate its agreement 'in principle' to the revised terms of the allotment leases as outlined in the agenda report.*

2. That further discussions be held with the Allotment Society, and that new leases be prepared, the terms of which would need to be formally adopted by both the Society and the Council before the current leases expired on 29 September 1999.

(Councillors A.J. Wilkins and B.M. Pretty declared a substantial non pecuniary interest in this item and left the room during the discussion and voting thereon).

123. PAYMENT OF ACCOUNTS

RESOLVED: *That payment be approved and confirmed for accounts as listed for the period 1 January 1999 to 31 January 1999 in the sum of £43,420.09 General Account, and in the sum of £539.49 Imprest Account, those payments marked * being in accordance with the Council's powers under Section 137 of the Local Government Act 1972 (The Free Resource).*

124. EXCLUSION OF THE 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.*

125. ACCOUNTS TO BE WRITTEN OFF AS IRRECOVERABLE

Consideration was given to the agenda report detailing outstanding accounts totalling £243.10 relating to Guildhall hire.

RESOLVED: *That the outstanding accounts Nos.5560, 5725, 5824, 5837 and 5910 totalling £243.10 be 'written off' as irrecoverable.*

THERE BEING NO FURTHER BUSINESS THE MAYOR DECLARED THE MEETING CLOSED AT 8.40 PM

LICHFIELD CITY COUNCIL
Minutes of a Meeting of Lichfield City Council held in the Guildhall, Lichfield
on Monday, 29 March 1999

PRESENT: The Right Worshipful the Mayor (Councillor P.A. Barrett), and Councillors Mrs M.F.E. Baker, Mrs M.K. Barratt, M.R. Bennett, Mrs M.G. Boyle, J.R. Brooks, D.E. Burns, B.D. Diggle, Mrs J.M. Eagland, K. Edwards, T.V. Finn, C. Greatorex, Mrs A.H.R. Johnson, Mrs A. Knight, J. Knowles, D.R.A. Love, J.R.T. Mercer, B.M. Pretty, J.A. Smith, S. Smitton, M.N. Taylor, P. Wareing, A.J. Wilkins, W.J. Wilson and R.J. Wingrove.

APOLOGIES: Councillors D.L. Bailey and A. O'Donnell.

126. MAYOR'S ANNOUNCEMENTS

The Mayor reported on civic events and other functions he had attended.

127. MINUTES OF COUNCIL MEETING

With respect to the list of members present, 'D.B. Diggle' be corrected to read 'B.D. Diggle'.

RESOLVED: *That subject to the above correction, the Minutes of the City Council Meeting held on 22 February 1999 (115 - 125) be confirmed and signed as a correct record.*

128. MINUTES OF PLANNING APPLICATIONS COMMITTEE

RESOLVED: *That the Minutes of the Planning Applications Committee Meetings held on 4 February 1999 and 25 February 1999 be received.*

129. NOMINATIONS FOR CIVIC OFFICE 1999/2000

a) Mayor Elect

It was proposed by Councillor B.M. Pretty, seconded by Councillor A.J. Wilkins, and

RESOLVED: *That Councillor Mark Neil Taylor be nominated Mayor Elect for the year 1999/2000.*

b) Deputy Mayor Elect

It was proposed by Councillor W.J. Wilson, seconded by Councillor J.R. Brooks, and

RESOLVED: *That Councillor Peter Wareing be nominated Deputy Mayor Elect for the year 1999/2000.*

c) Sheriff Elect

It was proposed by Councillor K. Edwards, seconded by Councillor Mrs M.K. Barratt, and

RESOLVED: *That Mr John Anthony Haggett be nominated Sheriff Elect for the year 1999/2000.*

130. MILLENNIUM PROJECT WORKING PARTY

RESOLVED: *That the Minutes of the Millennium Project Working Party Meeting held on 25 February 1999 be received and the recommendations contained therein be adopted.*

131. YOUTH CONSULTATIVE GROUP

RESOLVED: *1. That the Minutes of the Youth Consultative Group Meeting held on 10 March 1999 be received and the recommendations contained therein be adopted.*

2. That the Council records its thanks to the young people on the Group who give their free time to making the Group work.

132. YOUTH CONSULTATIVE GROUP (PROJECTS FOR YOUTH)

RESOLVED: *That the Minutes of the Youth Consultative Group (Projects for Youth) Meeting held on 10 March 1999 be received and the recommendations contained therein be adopted.*

(Councillors T.V. Finn and A.J. Wilkins declared a substantial non-pecuniary interest in this item and left the room during the discussion and voting thereon).

133. ARTS CENTRE WORKING PARTY**a) Working Party**

RESOLVED: *That the Minutes of the Arts Centre Working Party Meeting held on 15 March 1999 be received and the recommendations contained therein be adopted.*

b) Funding of Development and Construction Costs

Consideration was given to the agenda report regarding:

- i) correspondence dated 19 March 1999 received from Lichfield District Council formally requesting confirmation of the City Council's contribution towards the development and construction costs of the new arts centre.
- ii) the Council's previous resolution on this matter, as contained in Minute No.50 (21 September 1998).

It was proposed by Councillor Wareing, and seconded by Councillor Mrs M.F.E. Baker that *"this Council confirms its contribution towards the construction costs of the new arts centre subject to the same conditions as previously agreed"*.

An amendment was proposed by Councillor Mrs A.H.R. Johnson, and seconded by Councillor C. Greatorex that *"this item be referred back for further consideration"*. On being put to the vote the amendment was declared **LOST**.

The original proposition was then put to the vote, whereupon it was:

RESOLVED: *That this Council confirms its contribution towards the construction costs of the new arts centre subject to the same conditions as previously agreed.*

(Councillors B.M. Pretty and J.A. Smith declared a pecuniary interest in this item and left the room during the discussion and voting thereon).

134. TWINNING REPORT

Consideration was given to the Twinning Officer's report to the Lichfield Twinning Association Annual General Meeting held on 22 March 1999.

RESOLVED: *That the report be noted.*

135. LICHFIELD DISTRICT AREA ADVISORY COMMITTEE

Consideration was given to the agenda report indicating that correspondence dated 10 March 1999 had been received from Staffordshire County Council regarding the County Council's proposal to replace the existing Lichfield Area Advisory Committees for Development Services and Social Services, with a single generic Area Advisory Committee.

RESOLVED: *1. That a representative on the Lichfield District Area Advisory Committee be added as an annual appointment to the Schedule of Council Representatives.*

2. That attendance at meetings of the Lichfield District Area Advisory Committee be classed as an 'approved duty' for travel expenses, when meetings are not held within Lichfield city.

3. That Councillor W.J. Wilson be appointed City Council representative to the Lichfield District Area Advisory Committee for the period up to June 1999.

136. CALENDAR OF MEETINGS 1999/2000

RESOLVED: *That the Calendar of Meeting for 1999/2000 be as follows:*

1999

Monday, 17 May	ANNUAL COUNCIL MEETING
Wednesday, 19 May	ANNUAL TOWN MEETING
Thursday, 20 May	Planning Applications
Monday, 7 June	COUNCIL MEETING
Thursday, 10 June	Planning Applications
Thursday, 1 July	Planning Applications
Monday, 19 July	COUNCIL MEETING
Thursday, 22 July	Planning Applications

<i>Thursday, 2 September</i>	<i>Planning Applications</i>
<i>Monday, 20 September</i>	COUNCIL MEETING
<i>Thursday, 23 September</i>	<i>Planning Applications</i>
<i>Thursday, 14 October</i>	<i>Planning Applications</i>
<i>Monday, 25 October</i>	COUNCIL MEETING
<i>Thursday, 4 November</i>	<i>Planning Applications</i>
<i>Wednesday, 24 November</i>	<i>Planning Applications</i>
<i>Monday, 6 December</i>	COUNCIL MEETING
<i>Thursday, 16 December</i>	<i>Planning Applications</i>
2000	
<i>Thursday, 13 January</i>	<i>Planning Applications</i>
<i>Monday, 24 January</i>	COUNCIL MEETING
<i>Thursday, 3 February</i>	<i>Planning Applications</i>
<i>Thursday, 24 February</i>	<i>Planning Applications</i>
<i>Monday, 6 March</i>	COUNCIL MEETING
<i>Thursday, 16 March</i>	<i>Planning Applications</i>
<i>Thursday, 6 April</i>	<i>Planning Applications</i>
<i>Monday, 17 April</i>	COUNCIL MEETING
<i>Thursday, 4 May</i>	<i>Planning Applications</i>
<i>Monday, 15 May</i>	ANNUAL COUNCIL MEETING
<i>Wednesday, 17 May</i>	ANNUAL TOWN MEETING
<i>Thursday, 1 June</i>	<i>Planning Applications</i>

137. COMMUNITY TRANSPORT

Consideration was given to the agenda report indicating that correspondence dated 18 March 1999 had been received from Lichfield District Council which outlined proposals for the appointment of a Development Worker for 12 months to research and develop a community transport facility for the District. The District Council was seeking a contribution of £3,000 from the City Council towards the funding of the worker.

RESOLVED: 1. *That the Council supports the appointment of a Development Worker to research and develop community transport facilities, and a sum of £1,500 be allocated from balances.*

2. *That further funding of the project be considered at the June Council meeting when the out-turn statement for 1998/99 is reported to Council.*

138. PHOTOCOPIER

a) Purchase of new photocopier

Consideration was given to the agenda report and recommendations relating to three quotations received for the purchase (with alternative leasing costs) of new photocopied equipment for the Council office. The lowest quotation was for a Gestetner 3245 photocopier.

RESOLVED: *That the Council purchase the Gestetner 3245 digital photocopier.*

b) Disposal of old photocopier

Consideration was given to the agenda report and recommendations relating to the disposal of the existing photocopied equipment.

RESOLVED: *That once a new copier is purchased by the Council, the existing copier be offered to the Lichfield District Arts Association at a cost of £200 + VAT.*

(Councillor B.M. Pretty declared a pecuniary interest in this item and left the room during the discussion and voting thereon).

139. GRANTS TO OUTSIDE BODIES - HAMMERWICH FOOTBALL CLUB

Consideration was given to an application for financial assistance from Hammerwich Football Club towards the costs involved in taking part in an under 12 soccer tournament to be held in Sainte Foy lès Lyon.

RESOLVED: *That no grant be made to this Club as it was based outside the City.*

140. AUDIT OF ACCOUNTS - LICHFIELD CITY COUNCIL

It was reported that the audit of the City Council's accounts for the year ended 31 March 1998 had been completed and a copy of the District Auditor's memorandum was circulated with the agenda.

RESOLVED: *1. That the report be noted.*

2. That the Town Clerk be thanked for his work with respect to Council accounts.

141. AUDIT OF ACCOUNTS - DR JOHNSON'S BIRTHPLACE TRUST ACCOUNT

It was reported that the audit of accounts for the Dr Johnson Birthplace Trust for the year ended 31 March 1998 had been completed and a copy of the Auditor's certificate and Auditor's memorandum was circulated with the agenda.

RESOLVED: *That the report be noted.*

142. PAYMENT OF ACCOUNTS

RESOLVED: *That payment be approved and confirmed for accounts as listed for the period 1 February 1999 to 28 February 1999 in the sum of £28,544.21 General Account, and in the sum of £525.51 Imprest Account, those payments marked * being in accordance with the Council's powers under Section 137 of the Local Government Act 1972 (The Free Resource).*

143. EXCLUSION OF THE 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.*

144. LONG SERVICE AND RETIREMENT AWARD SCHEME

Consideration was given to the agenda report and recommendations relating to the introduction of a long service and retirement award scheme for staff, mirroring the scheme operated by Lichfield District Council. The scheme submitted with the agenda was not accepted, and it was

RESOLVED: *That the Council introduce a long service award scheme whereby employees be awarded a certificate after 15 years' service; and full-time employees be given a gift of up to £200 after 25 years of service.*

145. TENDER OPENING - WIDENING OF BISHOP'S WALK FOOTPATH

Further to Minute No.61 (21 September 1998) consideration was given to the report and recommendations detailing tenders received for the scheme for widening a section of the Windings footpath

RESOLVED: *That subject to receipt of written confirmation from the occupier of 60 Gaia Lane to meet the cost of the wall (plus VAT) the lowest tender from P. Hamlet (Builders) in the sum of £10,825 be accepted.*

THERE BEING NO FURTHER BUSINESS THE MAYOR DECLARED THE MEETING CLOSED AT 9.25 PM

LICHFIELD CITY COUNCIL**Minutes of the Annual Meeting of the Lichfield City Council held in Guildhall, Lichfield,
on Monday 17 May 1999 at 6.30 p.m.**

PRESENT: Councillors - Mrs M.K. Barratt, P.A. Barrett, M.R. Bennett, J.R. Brooks, D.A. Connolly, B.D. Diggle, Mrs V.A. Diggle, Mrs J.M. Eagland, K. Edwards, Mrs L.M.D. Edwards, Mrs D. English, T. V. Finn, C.Greatorex, NT Guest, Mrs A.H.R. Johnson, G.A. Lock, J.R.T. Mercer, NI Pallett, D.R.R. Prentis, B.M. Pretty, A.D. Thompson, M.A. Warfield, BS White, A.J. Wilkins, J.N. Wilks, R.J. Wingrove.

APOLOGIES: Councillors - Mrs J.A. Allsopp, M.F.E. Baker, M.G. Boyle, F.W. Royle.

1. ELECTION OF MAYOR

It was proposed by Councillor J. Wilks, seconded by Councillor N. Pallett and

RESOLVED: That Councillor J. R. T. Mercer be elected Mayor of the City to hold office until the election of a successor at the Annual Meeting of Council in May 2000.

The Mayor was invested with the Mayoral Chain, and signed the Declaration of Acceptance of Office. The Mayor then took the Oath of Allegiance and occupied the Chair.

2. APPOINTMENT OF DEPUTY MAYOR

It was proposed by Councillor Mrs J. M. Eagland, seconded by Councillor B. White and

RESOLVED: That Councillor B.D. Diggle be appointed Deputy Mayor to hold office until the election of the Mayor at the Annual Meeting of Council in May 2000.

The Deputy Mayor was invested with the Badge of Office and signed the Declaration of Acceptance of Office.

3. ELECTION OF SHERIFF

It was proposed by Councillor Mrs A.H.R. Johnson, seconded by Councillor K. Edward and

RESOLVED: That Mr J.A. Haggett be elected Sheriff of the City until the election of a successor at the Annual Meeting of Council in 2000.

The Sheriff was invested with the Chain of Office, and took the Oath of Fealty to the Crown.

4. EXPRESSION OF THANKS

The Mayor, Deputy Mayor and Sheriff returned thanks for their election.

5. APPOINTMENT OF MAYOR'S CHAPLAIN

The Mayor announced that the Reverend David Beedon would be his Chaplain during his term of Office.

6. VOTE OF THANKS TO RETIRING MAYOR

It was proposed by Councillor J.R. Brooks, seconded by Councillor Mrs A.H.R. Johnson and

RESOLVED: That the best thanks of the Citizens be accorded to Councillor P.A. Barrett for his valuable and outstanding services as Mayor during the year 1998/99.

Councillor Barrett responded in suitable terms and paid tribute to members for their support and friendship during his term of office.

7. VOTE OF THANKS TO RETIRING SHERIFF

It was proposed by Councillor K. Edwards, seconded by Councillor T.V. Finn and

RESOLVED: That the best thanks of the Citizens be accorded to Councillor M.R. Bennett for his valuable and outstanding services as Sheriff during the year 1998/99.

Councillor Bennett responded in suitable terms and paid tribute to members for their support and friendship during his term of office.

8. PRESENTATION OF BADGES OF OFFICE

The Mayor presented Badges of Office to the Mayoress, Deputy Mayor's Lady and the Sheriff's Lady.

9. REPLICA BADGES OF OFFICE

The retiring Mayor and Mayor's Consort were presented with Replica Badges of Office by the Mayor, and the retiring Sheriff and Sheriff's Lady were presented with replica Badges of Office by the Sheriff.

10. APPOINTMENT OF LEADER OF COUNCIL

It was proposed by Councillor A. Thompson, seconded by Councillor C. Greatorex and

RESOLVED: That Councillor Mrs A.H.R. Johnson be appointed Leader of the Council until the appointment of a successor at the Annual Meeting of Council in 2000.

11. APPOINTMENT OF DEPUTY LEADER OF COUNCIL

It was proposed by Councillor M.A. Warfield, seconded by Councillor D. Connolly and

RESOLVED: That Councillor T.V. Finn be appointed Deputy Leader of the Council until the appointment of a successor at the Annual Meeting of Council in 2000.

THERE BEING NO FURTHER BUSINESS THE MAYOR DECLARED THE MEETING CLOSED AT 7.10 P.M.

LICHFIELD CITY COUNCIL**Minutes of a Meeting of Lichfield City Council held in the Guildhall, Lichfield
on Monday, 7 June 1999**

PRESENT: The Right Worshipful the Mayor (Councillor J.R.T. Mercer), and Councillors Mrs M.K. Barratt, P.A. Barrett, M.R. Bennett, Mrs M.G. Boyle, J.R. Brooks, D.A. Connolly, B.D. Diggle, Mrs V.A. Diggle, Mrs J.M. Eagland, K. Edwards, Mrs L.M.D. Edwards, D. English, C. Greatorex, NT Guest, Mrs A.H.R. Johnson, G.A. Lock, NI Pallett, D.R.R. Prentis, B.M. Pretty, Mrs F.W. Royle, A.D. Thompson, M.A. Warfield, BS White, A.J. Wilkins, J.N. Wilks and R.J. Wingrove.

APOLOGIES: Councillors Mrs J.A. Allsopp, Mrs M.F.E. Baker and T.V. Finn.

12. MAYOR'S ANNOUNCEMENTS

The Mayor reported on civic events and other functions he had attended since being elected Mayor on 17 May 1999 and wished to place on record admiration for the talent which the City was nurturing through the Lichfield Youth Theatre.

The Mayor also paid tribute to former members for their past service to the City Council, and it was agreed that the Council's thanks to these members be recorded in the Minutes.

13. MINUTES OF COUNCIL MEETING

RESOLVED: *That the Minutes of the City Council Meeting held on 29 March 1999 (126 - 145) be confirmed and signed as a correct record.*

14. MINUTES OF ANNUAL COUNCIL MEETING

RESOLVED: *That the Minutes of the Annual Council Meeting held on 17 May 1999 (1 - 11) be confirmed and signed as a correct record.*

15. MINUTES OF PLANNING APPLICATIONS COMMITTEE

RESOLVED: *That the Minutes of the Planning Applications Committee Meetings held on 18 March 1999 and 15 April 1999 be received.*

16. COUNCIL WORKING PARTIES AND ADVISORY COMMITTEES

RESOLVED: *That the following Working Parties and Advisory Committees be appointed:*

Arts Centre Working Party (6 Members)

Councillors Mrs M.F.E. Baker, P.A. Barrett, D.A. Connolly, Mrs A.H.R. Johnson, M.A. Warfield and J.N. Wilks.

Johnson Birthplace Advisory Committee (6 LCC Members)

Councillors B.D. Diggle, K. Edwards, N.T. Guest, N.I. Pallett, Mrs F.W. Royle and A.D. Thompson.

Millennium Working Party (4 Members)

Mrs M.K. Barratt, Mrs J.M. Eagland, G.A. Lock and Mrs F.W. Royle

Youth Consultative Group (6 LCC Members)

Mrs M.G. Boyle, Mrs V.A. Diggle, Mrs L.M.D. Edwards, T.V. Finn, M.A. Warfield and A.J. Wilkins.

Grants Advisory Committee (9 Members)

M.R. Bennett, D.A. Connolly, T.V. Finn, C. Greatorex, N.T. Guest, Mrs A.H.R. Johnson, B.S. White, J.N. Wilks and R.J. Wingrove

17. REPRESENTATIVES ON OUTSIDE BODIES

a) **General**

RESOLVED: *That the representatives detailed in Appendix A be appointed as the City Council's representatives on the bodies indicated.*

b) School Governing Bodies

Consideration was given to the agenda report relating to the appointment of minor authority, and LEA Governor representatives on School Governing Bodies. It was noted that the City Council was being invited to nominate representatives to serve as LEA Governors on various school governing bodies.

RESOLVED: That the representatives detailed below be nominated as LEA Governors on the School Governing Bodies indicated:

Scotch Orchard Primary School - Councillor Mrs F. Royle

St Chad's CE Primary School - Councillor Mrs J.M. Eagland

King Edward VI High School - Councillor J.N. Wilks

The Friary High School - Councillors Mrs V.A. Diggle and M.A. Warfield

18. ANNUAL TOWN MEETING, 19 MAY 1999 - RESOLUTIONS**Lichfield Arts Centre**

Members considered the resolution from the Annual Town Meeting

"That this meeting expresses strong support for continuation of a partnership between Lichfield District Council, Lichfield City Council and the Lichfield District Arts Association with the aim of building a new Arts Centre on the Bird Street site."

It was proposed by Councillor Mrs A.H.R. Johnson, duly seconded, and

RESOLVED: That the City Council supports the resolution of the Annual Town Meeting, subject to the omission of the words "on the Bird Street site".

A request for a named vote was recorded as follows:

For the motion: Mrs M.G. Boyle, D.A. Connolly, B.D. Diggle, Mrs V.A. Diggle, Mrs J.M. Eagland, D. English, C. Greatorex, Mrs A.H.R. Johnson, G.A. Lock, J.R.T. Mercer, N.I. Pallett, D.R.R. Prentis, Mrs F.W. Royle, A.D. Thompson, M.A. Warfield, B.S. White and J.N. Wilks.

Against the motion: Mrs M.K. Barratt, P.A. Barrett, M.R. Bennett, J.R. Brooks, K. Edwards, Mrs L.M.D. Edwards, N.T. Guest, A.J. Wilkins and R.J. Wingrove.

[Councillor B.M. Pretty declared a pecuniary interest in this item and left the room during the discussion and voting thereon].

19. STAFFORDSHIRE PARISH COUNCILS' ASSOCIATION

Receipt of the Staffordshire Parish Councils' Association Advisory Notes Issue 88, Spring 1999, was noted.

20. APPLICATION FOR FINANCIAL ASSISTANCE 2000/2001 - S.137 EXPENDITURE

Consideration was given to an application from the Lichfield Table Football Club for financial assistance towards the costs involved in hiring the Guildhall on 2 and 3 December 2000 to stage the Europa cup for Clubs.

RESOLVED: That the Lichfield Table Football Club be advised that a figure of £300 would be allocated from the budget estimates 2000/2001 towards the costs involved in hiring Guildhall accommodation on 2 and 3 December 2000 to stage the Europa Cup for Clubs.

21. LICHFIELD DISTRICT COMMUNITY SAFETY STRATEGY 1999/2002 REPORT

Consideration was given to the agenda report relating to the Crime and Disorder Act 1998 which required Lichfield District Council and Staffordshire County Council to work in partnership with various other agencies to produce and implement a strategy for reducing crime and disorder in the Lichfield district.

RESOLVED: That receipt of the Lichfield District Community Safety Strategy 1999/20002, be noted.

22. PROPOSED RIVERSIDE ROUNDELS WALK AT THE NATIONAL ARBORETUM

Consideration was given to a letter dated 5 May 1999 from Lichfield District Council outlining details of a proposal for a Lichfield District Riverside Roundel Walk alongside the river Tame at the National Arboretum near Alrewas. The letter requested a contribution of £250 (approximately 50%) from each parish council towards the cost of providing a bronze roundel designed by each parish and representing a theme/scene specific to the Parish.

RESOLVED: 1. *That a contribution of £250 be made towards a bronze roundel for Lichfield and the suggested theme be associated with the Sheriff's Ride. This expenditure to be made under Section 137 of the Local Government Act 1972 (The Free Resource).*

2. *That the present situation relating to the creation of 'The Sheriff's Ride' tree planting scheme within the National Memorial Arboretum, be investigated.*

23. COMMUNITY TRANSPORT

Further to Minute No.137 (29 March 1999) it was reported that the out-turn statement was not yet finalised.

RESOLVED: *That this item be deferred pending receipt of the 1998/99 out-turn statement.*

24. PAYMENT OF ACCOUNTS

RESOLVED: *That payment be approved and confirmed for accounts as listed for the following periods:*

a) *1 March 1999 to 31 March 1999 in the sum of £91,052.47, General Account, and in the sum of £606.44 Imprest Account.*

b) *1 April 1999 to 30 April 1999 in the sum of £49,169.24 General Account and £509.31 Imprest Account.*

*those payments marked * being in accordance with the Council's powers under Section 137 of the Local Government Act 1972 (The Free Resource).*

THERE BEING NO FURTHER BUSINESS THE MAYOR DECLARED THE MEETING CLOSED AT 9.30 PM

LICHFIELD CITY COUNCIL

Minutes of a Meeting of Lichfield City Council held in the Guildhall, Lichfield,
on Monday, 19 July 1999

PRESENT: The Right Worshipful the Mayor (Councillor J.R.T. Mercer), and Councillors Mrs M.F.E. Baker, Mrs M.K. Barratt, P.A. Barrett, M.R. Bennett, Mrs M.G. Boyle, B.D. Diggle, Mrs J.M. Eagland, Mrs L.M.D. Edwards, Mrs D. English, T.V. Finn, C. Greatorex, Mrs A.H.R. Johnson, G.A. Lock, N.I. Pallett, D.R.R. Prentis, B.M. Pretty, Mrs F.W. Royle, A.D. Thompson, M.A. Warfield, B.S. White, A.J. Wilkins and J.N. Wilks.

APOLOGIES: Councillors Mrs J.A. Allsopp, J.R. Brooks, D.A. Connolly, Mrs V.A. Diggle, K. Edwards, N.T. Guest and R.J. Wingrove.

25. MAYOR'S ANNOUNCEMENTS

The Mayor reported on civic events and other functions he had attended and advised members that he had also attended the funeral of Bill Davies, former Mace Bearer.

26. MINUTES OF COUNCIL MEETING

With respect to the list of members' present 'Mrs' be inserted before 'D.English'.

RESOLVED: *That subject to the above amendment, the Minutes of the City Council Meeting held on 7 June 1999 (12 - 24) be confirmed and signed as a correct record.*

27. MINUTES OF PLANNING APPLICATIONS COMMITTEE

RESOLVED: *That the Minutes of the Planning Applications Committee Meetings held on 20 May 1999 and 10 June 1999 be received.*

28. YOUTH CONSULTATIVE GROUP

RESOLVED: *That the Minutes of the Youth Consultative Group Meeting held on 17 June 1999 be received and the recommendations contained therein be adopted.*

29. REPRESENTATIVES ON OUTSIDE BODIES**a) St Joseph's RC (A) Primary School**

Consideration was given to the agenda report indicating that a vacancy existed on the Governing Body of St Joseph's RC (A) Primary School to replace Ms J. Elwell, who had resigned.

RESOLVED: *That Councillor M.A. Warfield be appointed as the City Council's representative on the Governing Body of St Joseph's RC (A) Primary School for the remainder of the current term of office, i.e. until 31 August 2001*

b) School Governing Bodies

Consideration was given to the agenda report relating to the nomination of LEA governor representatives on various school governing bodies.

RESOLVED: *That the representatives detailed below be nominated as LEA Governors on the School Governing Bodies indicated:*

St Chad's CE Primary School - A.D. Thompson

The Friary High School - N.I. Pallett

Queen's Croft Special School - Mrs D. English

30. APPLICATION FOR FINANCIAL ASSISTANCE***Lichfield Festival***

Consideration was given to an application from Lichfield International Arts Festival for financial assistance towards the costs involved in hiring the Guildhall between 6 and 15 July 2000 to stage an International Chess Festival.

RESOLVED: *That the Lichfield Festival be advised that Guildhall (main hall) will be made available between the period 6 and 15 July 2000 to enable the Festival organisers to stage an*

International Chess Tournament. The level of grant applicable to this to be determined in February/March 2000 when the Council determines its grant aid for 2000/01 financial year.

31. LICHFIELD DISTRICT COMMUNITY SAFETY STRATEGY - BUSINESS PARTNERSHIP

Consideration was given to the agenda report which indicated that the Lichfield District Safety Community Partnership had, in accordance with the Crime and Disorder Act 1998, published a community safety strategy for Lichfield District for the period 1999/2002.

The Partnership wished to establish a formal business partnership as part of its objective to reduce crime and disorder in Lichfield City Centre; and asked that the City Council become a member of the Business Partnership and appoint a representative to serve on the body.

RESOLVED: That the Council become a member of the Business Partnership and Councillor B.D. Diggle be nominated as the City Council's representative to serve on the Business Partnership.

32. STAFFORDSHIRE CHILDREN'S SERVICES PLAN REVIEW 1999

Receipt of the Staffordshire Children's Plan Review 1999 produced through the joint work of a number of agencies including health, education, housing, police, probation and the voluntary sector, was noted.

33. STAFFORDSHIRE COMMUNITY CARE PLAN 1999/2000

It was reported that Staffordshire County Council had produced a Community Care Plan for the Lichfield Tamworth Area 1999/2000, a copy of which was circulated with the agenda.

RESOLVED: To note receipt of the Staffordshire Community Care Plan 1999/2000.

34. LICHFIELD TWINNING

a) Twinning Officer's Report

Consideration was given to the Twinning Officer's report dated 6 July 1999.

RESOLVED: That the report be noted.

b) Twinning Travel Costs

Consideration was given to the agenda report and recommendation relating to the travel costs involved in official twinning weekends; and councillors' business meetings.

RESOLVED: That in respect of all future official twinning visits by councillors to Limburg and Sainte Foy the Council meet the travel costs of the Mayor (or his/her appointed substitute councillor) and one officer.

35. REVISION OF THE CONSTITUTION OF THE NATIONAL ASSOCIATION OF LOCAL COUNCILS

Consideration was given to the agenda report; correspondence received from the Staffordshire Parish Councils' Association; and the Town Clerk's report, regarding proposals to revise the constitution of the National Association of Local Councils.

RESOLVED: 1. That the Council indicate that it prefers individual councils not County Associations to be members of NALC.

2. That the Council request the NALC to resolve the constitutional questions at the earliest opportunity in order that they can direct their full efforts to improving the service to local councils.

3. That the Council request that clause 7.1 is amended so as to preclude the possibility of County Associations being charged on the basis of electors in their unparished areas.

36. STAFFORDSHIRE PARISH COUNCILS' ASSOCIATION - AGM AND CONFERENCE

a) AGM and Conference - Saturday, 16 October 1999

Consideration was given to an invitation for up to three members to attend the Annual General Meeting and Conference of the Staffordshire Parish Councils' Association to be held at Stafford on Saturday, 16 October 1999.

RESOLVED: *That Councillors Mrs M.F.E. Baker, C. Greatorex and B.S. White attend the SPCA Annual General Meeting and Conference, the Council meeting the luncheon cost of the delegates.*

b) Motions for Debate at Staffordshire Parish Councils' Association AGM

Consideration was given to the following motion submitted by Councillor Mrs M.F.E. Baker:

That the meetings of the SPCA Executive Committee be arranged to vary on a regular basis between Monday, Tuesday and Wednesday of the third week of the month. This is suggested in order to accommodate those member councils whose meetings normally occur on the third Monday of the month, and whole delegates are therefore prevented from playing a full part in the work of the SPCA.

RESOLVED: *That the motion be supported and submitted to the SPCA for consideration at the Association's Annual General Meeting.*

37. EXTENSIONS - CURBOROUGH COMMUNITY CENTRE

Consideration was given to the agenda report and recommendations relating to possible extensions/alterations at Curborough Community Centre to accommodate its developing role as the base for the activities arising from the North Lichfield Initiative and also to provide office accommodation for a Community Development Worker for this project.

- RESOLVED:**
1. *That the Council confirms its allocation of £25,000 funding to the project.*
 2. *That approaches be made to funding bodies and the Curborough Community Centre for the required additional funding to complete the Phase 1 and Phase 2 projects together.*
 3. *That if the additional funding is not forthcoming, the Council proceed with the Phase 1 element of the Scheme only.*
 4. *That the Barnett Ratcliffe Partnership be appointed as architects, and be requested to produce detailed proposals and specifications.*
 5. *That competitive tenders be invited on the basis of Phase 1 works, with 'extra over' cost for Phase 2 works.*
 6. *That a further report be submitted to Council for approval prior to the building contract itself being confirmed.*

[Councillors T.V. Finn, M.A. Warfield and A.J. Wilkins declared a substantial non-pecuniary interest in this item and left the room during the discussion and voting thereon].

38. NORTH LICHFIELD INITIATIVE - COMMUNITY DEVELOPMENT WORKER

Consideration was given to:

- a) The agenda report and recommendations relating to the North Lichfield Initiative which was a major initiative by various statutory agencies operating in the north Lichfield area to work with the local community to improve the facilities in north Lichfield.
- b) The Report submitted to Lichfield District Council's Tourism and Economic Development Sub-Committee on 17 June 1999 setting out further details of the scheme including the employment of a Community Development Worker for a three year period.

RESOLVED: *1. That the Council confirm its funding of the post of Community Development Worker for the North Lichfield Initiative. The City Council funding of the post to be up to £24,000 over a three year period commencing from the appointment of the Worker.*

2. That the funding is conditional on the City Council being consulted on all management issues related to the Community Development Worker's duties. The Lichfield City Council would welcome the Worker's base to be at Curborough Community Centre.

[Councillor T.V. Finn declared a substantial non pecuniary interest in this item and left the room during the discussion and voting thereon].

Councillor Mrs D. English declared a non pecuniary interest in this item].

39. COMMUNITY TRANSPORT

Further to Council Minute No.137 (29 March 1999) consideration was given to the agenda report relating to the appointment of a Community Transport Development Officer.

RESOLVED: *That consideration of this matter be deferred pending further information from Lichfield District Council of the potential benefits of the Scheme to the city area.*

40. TRAFFIC CALMING

Consideration was given to the agenda report and recommendations which outlined new powers given to parish councils under Section 30 of the Local Government and Rating Act 1997, to contribute to the highway authority's expenses in providing traffic calming. The highway authority had indicated that new schemes had no effective chance of being implemented unless 'match funding' was available, and were therefore advising people requesting traffic calming to approach their parish authority initially to ascertain whether match funding was available. The highway authority had also suggested that parishes conduct initial liaison with residents on the type of schemes desired.

It was noted that requests had been received for support and/or funding towards traffic calming measures to be introduced in Shortbutts Lane; Fossey Lane; and Beacon Street.

RESOLVED: *1. That consideration of the matter be deferred pending receipt of further information from Staffordshire County Council.*

2. That a further report be submitted to Council with recommendations for criteria to be adopted in assessing traffic calming schemes within the city, and with recommendations for budget provision by the City Council as match funding towards traffic calming schemes.

3. That in the meantime further consultation take place with the proposers of the schemes for the three areas on which requests have been submitted to date, together with any requests received subsequent to this report.

[The Mayor (Councillor J.R.T. Mercer), and Councillor Mrs M.K. Barratt, declared a substantial non-pecuniary interests in this item and left the room during the discussion and voting thereon.

[Councillor B.D. Diggle in the Chair for this item.]

41. ALLOTMENT LEASES

Further to Council Minute No.122 (22 February 1999) consideration was given to the agenda report and recommendations relating to a new combined lease covering all the allotment sites. A copy of the draft lease and surrender deed was circulated for members' information.

RESOLVED: *That the grant of a new allotments lease on the basis of agenda Appendix 9 be approved, and that delegated authority be given to the Town Clerk in consultation with the Leader and Deputy Leader to finalise the arrangements.*

42. LICHFIELD CITY COUNCIL - OUT-TURN STATEMENT 1998/99

Consideration was given to the financial out-turn statement report for the year 1 April 1998 to 31 March 1999.

RESOLVED: *1. That the out-turn statement and Town Clerk's report be received.*

2. That with respect to items in the Repairs and Renewals/Capital Fund all unspent balances 1998/99 which relate to ongoing projects be carried forward to 1999/00 financial year and added to their respective budget heads.

43. FINANCIAL PROGRESS REPORT - 1 APRIL 1999 TO 30 JUNE 1999

Consideration was given to the Financial Progress Report, 1 April 1999 to 30 June 1999 circulated with the agenda.

RESOLVED: *That the Financial Progress Report be noted.*

44. PAYMENT OF ACCOUNTS

RESOLVED: *That payment be approved and confirmed for accounts as listed for the following periods:*

a) *1 May 1999 to 31 May 1999 in the sum of £66,484.26, General Account, and in the sum of £870.96 Imprest Account.*

b) *1 June 1999 to 30 June 1999 in the sum of £70,100.79 General Account and £621.09 Imprest Account.*

those payments marked s137 being in accordance with the Council's powers under Section 137 of the Local Government Act 1972 (The Free Resource).

45. EXCLUSION OF THE 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.*

46. JOHNSON'S WRITING DESK

Consideration was given to the confidential report and recommendations relating to the possible purchase of Samuel Johnson's writing desk.

RESOLVED:

1. *That the Town Clerk be authorised to make arrangements in consultation with the Curator, Friends, and other funding partners, to pursue purchase of Johnson's writing desk.*

2. *That the Council indicate its willingness to contribute up to a maximum sum referred to in the agenda report, from general balances, for the purchase of the desk.*

[Councillor J.N. Wilks declared a substantial non-pecuniary interest in this item and left the room during the discussion and voting thereon].

[Councillors Mrs M.G. Boyle and the Mayor (Councillor J.R.T. Mercer) declared an interest by virtue of being Trustees of the Johnson Friends].

47. ADMINISTRATIVE STAFFING

Consideration was given to the confidential report and recommendations relating to the vacancy of Administrative Assistant following the resignation of Mrs Alison Wardle.

RESOLVED: *That the post be advertised and an appointment made on the existing job title and job description, but at Scale 4 commencing at point 19 (currently £13,398) and rising by annual increments to the top of the scale, point 21 (currently £14,391).*

48. LONG SERVICE AND RETIREMENT AWARDS

Further to Council Minute No.144 (29 March 1999) consideration was given to the confidential agenda report relating to the possible introduction of a long service and retirement award scheme.

RESOLVED: 1. *That with effect from 30 March 1999 the Council adopt a long service and retirement award scheme mirroring that of the Lichfield District Council as detailed in the proposed City Council scheme circulated with the agenda.*

2. *That the service awards which would have been payable to the Mayor's Sergeant and Birthplace Curator had the scheme operated prior to 30 March 1999, be paid to these employees as soon as practicable.*

THERE BEING NO FURTHER BUSINESS THE MAYOR DECLARED THE MEETING CLOSED AT 9.35 PM

LICHFIELD CITY COUNCIL**Minutes of a Meeting of Lichfield City Council held in the Guildhall, Lichfield,
on Monday, 20 September 1999**

PRESENT: The Right Worshipful the Mayor (Councillor J.R.T. Mercer), and Councillors Mrs J.A. Allsopp, P.A. Barrett, M.R. Bennett, Mrs M.G. Boyle, J.R. Brooks, D.A. Connolly, B.D. Diggle, Mrs V.A. Diggle, Mrs J.M. Eagland, K. Edwards, Mrs L.M.D. Edwards, Mrs D. English, T.V. Finn, C. Greatorex, N.T. Guest, Mrs A.H.R. Johnson, G.A. Lock, N.I. Pallett, D.R.R. Prentis, Mrs F.W. Royle, A.D. Thompson, M.A. Warfield, B.S. White, A.J. Wilkins, J.N. Wilks and R.J. Wingrove.

APOLOGIES: Mrs M.F.E. Baker, Mrs M.K. Barratt and B.M. Pretty.

49. MAYOR'S ANNOUNCEMENTS

The Mayor reported on civic events and other functions he had attended including the Sheriff's Ride and Johnson Celebrations.

50. MINUTES OF COUNCIL MEETING

RESOLVED: *That the Minutes of the City Council Meeting held on 19 July 1999 (25 - 48) be confirmed and signed as a correct record.*

51. MINUTES OF PLANNING APPLICATIONS COMMITTEE

RESOLVED: *That the Minutes of the Planning Applications Committee Meeting held on 1 July 1999 be received.*

52. QUESTIONS**Arts Centre**

Councillor P.A. Barrett submitted the following question under Standing Order 8(2):

Would the Chairman of the Arts Centre Working Party please inform the City Council if any communication has been received from the Lichfield District Council, since the change of political control at the May elections, regarding the Arts Centre, and if so with dates"

Councillor Mrs A.H.R. Johnson, Leader of Council, answered as follows:

A letter was received on 15 September 1999 from Lichfield District Council inviting the Town Clerk and two City Council members to a meeting which has been arranged between Lichfield District Arts Association and Lichfield District Council on Tuesday, 28 September 1999 at 6.30 p.m.

I will be attending this meeting, and I would wish Councillor P. Barrett, or his appointed substitute, to attend as the second representative.

Since the political control changed at the May elections several informal conversations have taken place regarding the Arts Centre. I have been kept fully advised of all progress to date, and a meeting of the City Council's Arts Centre Working Party will be convened shortly.

53. YOUTH CONSULTATIVE GROUP

RESOLVED: *That the Minutes of the Youth Consultative Group Meetings held on 21 July 1999, and 8 September 1999, be received, and the recommendations contained therein be adopted.*

54. YOUTH CONSULTATIVE GROUP (GRANTS SUB GROUP)

RESOLVED: *That the Minutes of the Youth Consultative Group Meetings held on 21 July 1999, and 8 September 1999, be received and the recommendations contained therein be adopted.*

[Councillor A.J. Wilkins declared a substantial non-pecuniary interest in this item and left the room during the discussion and voting thereon].

55. MILLENNIUM WORKING PARTY

RESOLVED: *That the Minutes of the Millennium Working Party Meeting held on 28 July 1999 be received and the recommendations contained therein be adopted.*

56. LRAP REPORT

Consideration was given to the report circulated with the agenda, prepared by the LRAP 99 Co-ordinator, Iwan Griffiths.

RESOLVED: *That the City Council record its thanks to Iwan Griffiths for all his work for LRAP 99, and for the youth of Lichfield in recent years.*

57. TRAFFIC CALMING

Further to Minute No.40 (19 July 1999) consideration was given to the agenda report and recommendations which outlined further information received from Staffordshire County Council on its scale of priorities for traffic calming.

Details were given of a suggested policy which could be introduced for match funding of traffic calming schemes based on the following criteria:

1. That a request for traffic calming is received in writing by 10 or more residents of the road where traffic calming is proposed.
2. That the City Council from its own local knowledge, and advice from the Highway Authority, accepts that traffic calming on the road is desirable and would be beneficial.
3. That the County Council provides a minimum of 50% funding for the scheme, undertakes the design and construction, and accepts responsibility for future maintenance of the scheme.
4. That the proposed traffic calming measures are supported by a simple majority of the households fronting onto the length of road for which traffic calming is proposed. In this respect the City Council would undertake to send a 'voting form' to all eligible households, and the simple majority would be based on the replies received 'for' or 'against' by the stated closing date.
5. That the residents of the area where traffic calming is proposed provide a minimum of 15% of the total estimated cost of the scheme.
6. That subject to the above criteria being met the City Council would provide up to 35% funding of the total cost of the scheme, subject to a maximum contribution of £3,500 for any one scheme, and a maximum contribution of £10,500 being allocated on such schemes within any one financial year.

It was noted that Staffordshire County Council had produced a draft traffic calming scheme in respect of Shortbutts Lane and had indicated that it would provide 50% funding during the current financial year, provided that the other 50% funding for the scheme was found.

It was proposed by Councillor Mrs A.H.R. Johnson, and duly seconded that:

1. *That the Council introduce a policy for match funding of traffic calming as detailed in points 1 - 6 above.*
2. *That residents submitting requests for traffic calming schemes be informed of the Council's criteria.*
3. *That the Council allocate a sum of £7,000 from General balances for traffic calming match funding during the current financial year, with future allocations determined within the annual budget review.*

An amendment was proposed by Councillor P.A. Barrett and duly seconded, "that point 5 of the suggested criteria be deleted, and that '35%' in point 6 be replaced with '50%' ." On being put to the vote the amendment was declared **LOST**.

The original proposition was then put to the vote whereupon it was:

- RESOLVED:**
1. ***That the Council introduce a policy for match funding of traffic calming as detailed in points 1 - 6 above.***
 2. ***That residents submitting requests for traffic calming schemes be informed of the Council's criteria.***
 3. ***That the Council allocate a sum of £7,000 from General balances for traffic calming match funding during the current financial year, with future allocations determined within the annual budget review.***

[The Mayor (Councillor J.R.T. Mercer) declared a substantial non-pecuniary interest in this item and left the room during the discussion and voting thereon]. [Councillor B.D. Diggle (Deputy Mayor) in the chair for this item].

58. COMMUNITY TRANSPORT

Further to Minute No.39 (19 July 1999) consideration was given to the further information requested from Lichfield District Council.

RESOLVED: *That the City Council allocate a further £1,500 from balances, making a total of £3,000 towards the appointment of a Development Worker to research and develop community transport facilities.*

59. POOL WALK - REPAIR

Consideration was given to the agenda report which indicated that essential repairs to the public sewer running under Pool Walk were needed. It was noted that Pool Walk would be closed for four weeks commencing on 4 October 1999.

RESOLVED: *That the report be received.*

60. BEST VALUE FOR TOWN AND PARISH COUNCILS

Consideration was given to the detailed report and recommendations relating to Best Value requirements.

It was noted that town and parish councils with income above £500,000 in 1998/99 and the current year would be required to make arrangements to secure continuous improvements in the way in which their functions were exercised in relation to 'Economy', 'Efficiency' and 'Effectiveness'.

The Town Clerk reported on:

- i) Best value requirements
- ii) The consultation paper issued by the Government on "The application of best value to town and parish councils"
- ii) The implications to the City Council
- iv) Progress to date
- v) City Council response to the Consultation Paper

RESOLVED: *1. That the Council establish a Best Value Working Party consisting of 6 members, (4 from the majority group [Councillors Mrs Johnson, Finn, Prentis and Wilks] and 2 from the minority group [Councillor Mrs Baker and Wingrove]).*

2. That the Working Party formulate proposals to full Council on the means by which the Council will implement the Best Value requirements, and that the Working Party subsequently be responsible for overseeing the arrangements for implementation of Best Value, including the Best Value Reviews and monitoring of performance targets.

3. That the Council respond to the DETR consultation paper making points as contained in section v) of the agenda report.

61. MAGISTRATES' COURTS CLOSURE

Consideration was given to the agenda report indicating that the Magistrates' Courts Committee on 2 September 1999, recommended the closure of the Lichfield Magistrates' Courts despite the offer of substantial funding for improvements to the building from Lichfield District Council.

RESOLVED: *That the City Council write :*

a) to the Lord Chancellor supporting the appeal by Staffordshire County Council and the representations of Lichfield District Council for retention of the Lichfield Magistrates' Courts

b) to Staffordshire County Council indicating the City Council's support for the appeal against closure made by Staffordshire County Council

[Councillor M.A. Warfield declared a substantial non pecuniary interest in this item and left the room during the discussion and voting thereon].

62. APPOINTMENT OF ADMINISTRATIVE ASSISTANT

Further to Minute No.47 (19 July 1999) it was noted that Mrs Ann Pearsall of Lichfield had been appointed to the post of Administrative Assistant with effect from 4 October 1999.

63. AUTOPAY ARRANGEMENTS

Consideration was given to the agenda report and recommendations relating to the Council's current banking arrangements and to the new banking system to be introduced by the bank in particular in relation to Autopay arrangements

RESOLVED: *That the NatWest Bank be informed that the Council wished to continue its present banking arrangements for autopay, and if the bank's administrative system did not permit this, the Council would explore alternative banking arrangements with a view to transferring its account elsewhere.*

64. PAYMENT OF ACCOUNTS

RESOLVED: *That payment be approved and confirmed for accounts as listed for the following periods:*

a) *1 July to 31 July 1999 in the sum of £36,576.71 General Account, and in the sum of £669.74 Imprest Account*

b) *1 August to 31 August 1999 in the sum of £44,881.03, General Account, and in the sum of £507.15, Imprest Account*

THERE BEING NO FURTHER BUSINESS THE MAYOR DECLARED THE MEETING CLOSED AT 9.05 PM

LICHFIELD CITY COUNCIL**Minutes of a Meeting of Lichfield City Council held in Guildhall, Lichfield,
on Monday, 25 October 1999**

PRESENT: The Right Worshipful the Mayor (Councillor J.R.T. Mercer), and Councillors Mrs M.F.E. Baker, Mrs M.K. Barratt, M.R. Bennett, J.R. Brooks, D.A. Connolly, B.D. Diggle, Mrs V.A. Diggle, Mrs J.M. Eagland, Mrs D. English, T.V. Finn, C. Greatorex, Mrs A.H.R. Johnson, G.A. Lock, N.I. Pallett, D.R.R. Prentis, B.M. Pretty, Mrs F.W. Royle, A.D. Thompson, M.A. Warfield, B.S. White, J.N. Wilks and R.J. Wingrove.

APOLOGIES: Councillors Mrs J.A. Allsopp, P.A. Barrett, Mrs M.G. Boyle, Mrs L.M.D. Edwards, K. Edwards and A.J. Wilkins.

65. MAYOR'S ANNOUNCEMENTS

The Mayor reported on civic events and other functions he had attended including the Twinning Weekend in Sainte Foy lès Lyon in September; the Harvest Festival Service on 10 October 1999; and the Councillors' visit to Limburg on 22 - 24 October 1999.

66. COUNCIL MINUTES

RESOLVED: *That the Minutes of the City Council Meeting held on 20 September 1999 (49-64) be confirmed and signed as a correct record.*

67. PLANNING APPLICATIONS COMMITTEE

RESOLVED: *That the Minutes of the Planning Applications Committee Meetings held on 2 September 1999 and 23 September 1999, be received.*

68. YOUTH CONSULTATIVE GROUP

RESOLVED: *That the Minutes of the Youth Consultative Group Meeting held on 6 October 1999, be received, and the recommendations contained therein be adopted.*

69. BEST VALUE WORKING PARTY**a) Meeting held on 13 October 1999**

RESOLVED: *That the Minutes of the Best Value Working Party Meeting held on 13 October 1999, be received, and the recommendations contained therein be adopted.*

b) Membership

RESOLVED: *That Councillor B.S. White be appointed a member of the Best Value Working Party in place of Councillor J.N. Wilks.*

70. SCHOOL GOVERNOR - CHRISTCHURCH

Consideration was given to the agenda report indicating that a vacancy existed on the Governing Body of Christchurch Primary School to replace Councillor B.M. Pretty who had resigned due to other commitments.

RESOLVED: *That Councillor T.V. Finn be appointed as the City Council's representative on the Governing Body of Christchurch Primary School for the remainder of the current term of office, i.e. until 31 August 2001.*

71. TWINNING REPORT

Consideration was given to the Twinning Officer's Report dated 12 October 1999, relating to the Twinning Weekend in Sainte Foy lès Lyon on 24 - 27 September 1999.

RESOLVED: *That the report be noted.*

72. NALC - 19TH ASSEMBLY FOR LARGER LOCAL COUNCILS

Consideration was given to an invitation for the Council to be represented at the 19th Assembly for Larger Local Councils, organised by NALC, to be held on Thursday, 18 November 1999, in London.

RESOLVED: *That Councillor Mrs M.F.E. Baker and the Town Clerk be appointed as the Council's representatives to attend the 19th Annual Assembly for Larger Local Councils on 18 November 1999.*

73. VICTORIA AND ST MICHAEL'S HOSPITALS - POSSIBLE REDUCTION IN SERVICES

Consideration was given to the agenda report which indicated that a Strategic Service Review was currently being prepared which could involve a substantial reduction in the level of services provided at the Victoria and St Michael's Hospitals. It was proposed by Councillor Mrs A.H.R. Johnson and duly seconded:

"that the City Council strongly opposes any proposals to reduce the level of health services provided at the Victoria and St Michael's Hospitals".

An amendment was proposed by Councillor B.M. Pretty and duly seconded, *"that the words "strongly opposes any proposals" be replaced with "would strongly oppose any firm proposals"*.

On being put to the vote the amendment was declared **LOST**.

The original proposition was then put to the vote whereupon it was:

RESOLVED: That the City Council strongly opposes any proposals to reduce the level of health service provided at the Victoria and St Michael's Hospitals.

[Councillors Mrs M.F.E. Baker, Mrs M.K. Barratt, B.D. Diggle and Mrs D. English declared a non-pecuniary interest in this item]

[Councillor R.J. Wingrove declared a substantial non-pecuniary interest in this item, but indicated that as provided by paragraph 12a of the National Code of Local Government Service he would exercise his right to speak, but not vote on this issue]

74. PERIODIC ELECTORAL REVIEW OF THE STAFFORDSHIRE DISTRICTS

Consideration was given to the agenda report and correspondence received from the Local Government Commission for England relating to a review of electoral arrangements for districts and parishes in Staffordshire.

The report indicated that the City Council had previously made representations to Lichfield District Council to reduce the number of city councillors overall, and re-allocate seats to provide a fairer electoral balance between wards, but that these representations had not been accepted.

The report also referred to current electoral imbalances; and stated that there would be advantages in:

establishing ward boundaries to reflect the geographic areas of the city

having as far as possible equally sized wards, with the same number of councillors elected from each ward

reducing the overall number of city councillors

having the same ward boundaries for city and district within the city area

RESOLVED: That discussions take place with Lichfield District Council on means by which the above objectives could be achieved for city council wards, and that a further report on this matter be submitted to Council on 6 December 1999.

75. WORLD OF WORDS (WOW)

Consideration was given to the agenda report relating to the World of Words project which was a joint partnership between Lichfield City Council, Lichfield District Council and Birmingham University. It was noted that due to various factors outlined in the agenda report the project could not proceed without the involvement of the District Council.

RESOLVED: That the report be noted.

76. BEACON PARK MILLENNIUM GARDEN

Consideration was given to a letter dated 17 September 1999 from Lichfield District Council requesting a grant towards the cost of providing a millennium garden in Beacon Park.

RESOLVED: That the City Council earmark a sum of £5,000 as its contribution to the District Council's Millennium Garden scheme, the exact grant to be confirmed once the outcome is known of the District Council's consideration of the City Council grant application for the Friary Corner scheme.

77. PAYMENT OF ACCOUNTS

RESOLVED: That payment be approved and confirmed for accounts as listed for the period 1 September 1999 to 30 September 1999 in the sum of £47,926.94 General Account, and in the sum of £755.61 Imprest Account, those payments marked s137 being in accordance with the Council's powers under Section 137 of the Local Government Act 1972 (The Free Resource).

78. FINANCIAL PROGRESS REPORT

Consideration was given to the Financial Progress Report, 1 April 1999 to 30 September 1999.

RESOLVED: That the Financial Progress Report be noted.

79. LICHFIELD CITY COUNCIL BALANCE SHEET 1998/99

Consideration was given to the Council's Balance Sheet and Financial Statement for the year 1998/99. It was noted that the format of the report was that required by the Accounts and Audit Regulations 1996.

RESOLVED: That the Balance Sheet 1998/99 be received.

80. EXCLUSION OF THE 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.

81. ARMY TRAINING REGIMENT LICHFIELD

Consideration was given to the confidential agenda report and recommendations.

RESOLVED: That the recommendations contained in the report be adopted.

82. ADMINISTRATIVE STAFFING

Consideration was given to the confidential agenda report and recommendations relating to the appointment of a part-time Treasurer; the restructuring and regrading of other administrative posts; and the use of the Minstrels' Gallery as temporary office accommodation.

RESOLVED: 1. That the Council appoint a part-time Treasurer who would be the RFO and work 27.5 hours a week (5 days per week at 5.5 hours a day). The post to be graded on SO1/SO2 and commence as soon as practicable.

2. That the Town Clerk, in consultation with the Leader and Deputy Leader, be delegated authority to prepare a job description for the post of Treasurer, and to make all necessary arrangements for advertisement and appointment.

3. That on appointment of the Treasurer, the current Assistant Treasurer become the 'Internal Auditor' to check on the work of the RFO, as well as undertaking holiday/sickness cover for the RFO. This post to be 7 hours per week.

3. That with effect from 1 November 1999 the other administrative posts be restructured and regraded as follows:

Post	Scale	Hrs pw	FTE
Senior Admin Officer	5/6	37	1
Admin Officer	4/5	37	1
Twinning/Admin Officer	4/5	20	0.54
Finance & Internal Audit	4/5	7	0.19
Outside Services/Admin Officer	4/5	15	0.41
Clerical Officer 1	2/3	27.5	0.74
Clerical Officer 2	2/3	20	0.54
TOTAL		163.5	4.42

4. That the Minstrels' Gallery be used as temporary office accommodation until such time as more suitable office accommodation can be obtained.

THERE BEING NO FURTHER BUSINESS THE MAYOR DECLARED THE MEETING CLOSED AT 9.30 PM

LICHFIELD CITY COUNCIL**Minutes of a Meeting of Lichfield City Council held in Guildhall, Lichfield, on Monday,
6 December 1999**

PRESENT: The Right Worshipful the Mayor (Councillor J.R.T. Mercer), and Councillors Mrs M.F.E. Baker, P.A. Barrett, M.R. Bennett, Mrs M.G. Boyle, D.A. Connolly, B.D. Diggle, Mrs V.A. Diggle, Mrs J.M. Eagland, K. Edwards, Mrs L.M.D. Edwards, Mrs D. English, T.V. Finn, C. Greatorex, Mrs A.H.R. Johnson, G.A. Lock, N.I. Pallett, D.R.R. Prentis, B.M. Pretty, Mrs F.W. Royle, M.A. Warfield, B.S. White, A.J. Wilkins, J.N. Wilks and R.J. Wingrove.

APOLOGIES: Councillors Mrs M.K. Barratt, J.R. Brooks and A.D. Thompson.

83. MAYOR'S ANNOUNCEMENTS

The Mayor reported on civic events and other functions he had attended including the Remembrance Sunday Service on 14 November 1999 and the Switch-on of the Christmas Illuminations on 25 November 1999.

84. COUNCIL MINUTES

RESOLVED: *that the Minutes of the City Council Meeting held on 25 October 1999 (65 – 82) be confirmed and signed as a correct record.*

85. PLANNING APPLICATIONS COMMITTEE

RESOLVED: *That the Minutes of the Planning Applications Committee Meetings held on 14 October 1999 and 4 November 1999, be received.*

86. YOUTH CONSULTATIVE GROUP

RESOLVED: *That the Minutes of the Youth Consultative Group Meeting held on 17 November 1999, be received, and the recommendations contained therein be adopted.*

87. YOUTH CONSULTATIVE GROUP (PROJECTS FOR YOUTH)

RESOLVED: *That the Minutes of the Youth Consultative Group Meeting (Projects for Youth) held on 17 November 1999, be received, and the recommendations contained therein be adopted.*

88. BEST VALUE WORKING PARTY

RESOLVED: *1. That the Minutes of the Best Value Working Party Meetings held on 2 November and 23 November 1999 be received, and the recommendations contained therein be adopted.*

2. That the Council records its thanks to the Town Clerk for his work in producing the draft Best Value Performance Plan.

89. POST AND TELECOMMUNICATIONS ADVISORY COMMITTEE (PATAC)

Consideration was given to the agenda report which indicated that the Post and Telecommunications Advisory Committee (PATAC) had been established to monitor Royal Mail, Parcel Force, Post Office counters, and the national Telecommunications providers (e.g. BT, Mercury, Cellular networks, etc), and that the City Council had been invited to appoint a representative to serve on the Advisory Committee.

RESOLVED: *That Councillor A.D. Thompson be appointed as the City Council representative to serve on PATAC until June 2003 (the appointments will be 4 yearly thereafter).*

90. COUNTY COUNCIL POLICY PLAN 2000/2001

Receipt of the Staffordshire County Council Policy Plan 2000/2001, was noted.

91. NALC CONFERENCE

Consideration was given to Councillor Mrs Baker's report on her attendance at the Annual Assembly of the National Association of Local Councils on 18 November 1999.

RESOLVED: *That the report be noted*

92. LOCAL COUNCIL REVIEW

Receipt of the November 1999 issue of the Local Council Review, was noted.

93. BANKING ARRANGEMENTS – AUTOPAY

Further to Council Minute No. 63 (20 September 1999) consideration was given to the agenda report and recommendations which indicated that NatWest Bank had now confirmed that, until further notice, the Council could continue its previous arrangements whereby the autopay can operate by three authorised signatories signing the mandate form.

RESOLVED: *That the Council notes that NatWest Bank has agreed to continue the former autopay arrangements for the City Council, and continues these arrangements with the NatWest Bank until further notice.*

94. WALSALL ROAD HOUSING DEVELOPMENT – SECTION 106 AGREEMENT

Consideration was given to the agenda report and recommendations, which indicated:

a) that on 15 October 1999 a Section 106 Agreement was signed between the Developer, Lichfield District Council and Staffordshire County Council. A summary of the main items contained in the Agreement was detailed in the agenda report and covered the following headings:

- i) Open space (second schedule)
- ii) Community hall (fourth schedule)
- iii) Social contribution (fifth schedule)
- iv) Education contribution (sixth schedule)
- v) Affordable housing (seventh schedule)

b) that correspondence dated 15 November 1999 had been received from Lichfield District Council asking if the City Council would be prepared to take a transfer of the open space land having regard to the terms in the second schedule, and of the community hall and land as contained in the fourth schedule.

RESOLVED: 1. *That the contents of this report be noted.*

2. *That discussions take place with the District Council and other bodies as appropriate regarding the possible transfer to the City Council of the open space and community hall/land on the Walsall Road housing development.*

3. *That a further report be submitted to Council at a later date.*

95. PERIODIC ELECTORAL REVIEWS OF THE STAFFORDSHIRE DISTRICTS

Consideration was given to the agenda report which outlined various options which could be adopted to achieve the objectives detailed in Council Minute No.74 (25 October 1999).

RESOLVED: *That Option 1 as detailed below be recommended to the Local Government Commission for England, based on six wards and 28 members:*

OPTION 1 28 members

<i>Estimated Electors 2004</i>	<i>Members</i>	<i>Ratio</i>	<i>% Var.</i>	
<i>Ward A</i>	<i>2,785</i>	<i>3</i>	<i>928</i>	<i>8%</i>
<i>Ward B</i>	<i>4,136</i>	<i>5</i>	<i>827</i>	<i>-4%</i>
<i>Ward C</i>	<i>4,152</i>	<i>5</i>	<i>830</i>	<i>-4%</i>
<i>Ward D</i>	<i>4,410</i>	<i>5</i>	<i>882</i>	<i>2%</i>
<i>Ward E</i>	<i>4,168</i>	<i>5</i>	<i>834</i>	<i>-3%</i>
<i>Ward F</i>	<i>4,464</i>	<i>5</i>	<i>893</i>	<i>4%</i>
TOTAL / AVG	24,115	28	861	

96. HERITAGE PARKS

Consideration was given to the detailed agenda report, and recommendations, relating to restoration works to the Remembrance Gardens and Pool Walk.

It was noted that at the City Council meeting in June 1997 it had been reported that tenders had been received for restoration works to the Remembrance Gardens, but that at the same meeting consideration was also given to a report relating to the District Council's proposals to seek funding to enhance the historic parks in Lichfield (including Pool Walk and Remembrance Gardens owned by Lichfield City Council).

Tenders for the Remembrance Gardens works were therefore put 'on hold' pending further information of the outcome of the Urban Parks lottery bid referred to above.

The District Council had now indicated however that funding for the Heritage Parks scheme was not included in its capital programme and it was apparent that the Heritage Lottery bid could not proceed under the 'Urban Parks' scheme without the District Council as the major partner. The report therefore outlined an alternative option where a small scale scheme was prepared by the City Council for Pool Walk and the Remembrance Gardens with a bid for funding being submitted to the Heritage Lottery and other bodies.

RESOLVED: *That detailed schemes be prepared for renovation works to Pool Walk and the Remembrance Gardens, to be used as the basis for a grant application by the Council to the Heritage Lottery and/or other bodies.*

97. GRANT APPLICATION - ROYAL BRITISH LEGION

Consideration was given to an application for financial assistance from the City of Lichfield Branch of the Royal British Legion towards the costs involved in providing a Band at the Remembrance Day Parade on 14 November 1999.

RESOLVED: *That a grant of £150 be made to the City of Lichfield Branch of the Royal British Legion, towards the costs involved in providing a Band at this year's Remembrance Day Parade.*

98. AUDIT OF ACCOUNTS

Notice of Audit of the Council's accounts for the year ended 31 March 1999, was received.

RESOLVED: *That the report be noted*

99. PURCHASE OF COMPUTERS

Consideration was given to the agenda report and recommendation relating to the purchase of new computers to replace two computers in the Johnson Birthplace running the Windows 3.1 operating system; and the purchase of one new computer for the new Treasurer post.

RESOLVED: *That the Office Equipment budget for 1999/00 be increased by £3,000 to enable purchase of three new computers with Microsoft office software, and year 2000 compliant operating system.*

100. PAYMENT OF ACCOUNTS

RESOLVED: *That payment be approved and confirmed for accounts as listed for the period 1 October 1999 to 31 October 1999 in the sum of £35,802.57 General Account, and in the sum of £632.12 Imprest Account.*

101. EXCLUSION OF THE 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.*

102. TENDER OPENING – CHRISTMAS LIGHTS

Consideration was given to the confidential report relating to tenders received for the erection, maintenance, and dismantling of the 1999 Christmas Illuminations. The report detailed the three firms invited to tender and the amounts of the two tenders received.

RESOLVED: *That it be noted that the lowest tender received from Derryford Electrical in the sum of £7,615.00 for the erection, maintenance and dismantling of the 1999 Christmas illuminations, had been accepted.*

THERE BEING NO FURTHER BUSINESS THE MAYOR DECLARED THE MEETING CLOSED AT 8.35 PM