

Lichfield City Council
Minutes of a Meeting of Lichfield City Council held in Guildhall, Lichfield
on Monday, 21 January 2002

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

APOLOGIES: Councillors Mrs J A Allsopp, J R Brooks, C Greatorex, N T Guest and Mrs F W Royle.

MEMBERS STOOD IN SILENCE IN MEMORY OF NORMAN BARTON (FORMER TOWN CLERK) WHO DIED ON CHRISTMAS DAY; AND ARTHUR HANDFORD (FORMER MAYOR, SHERIFF, AND ALDERMAN) WHO DIED ON 14 JANUARY 2002

91 MAYOR'S ANNOUNCEMENTS

The Mayor reported on civic events and other functions she had attended including the Christmas visits to local hospitals, the Mayor's Carols for Christmas Service, and the Wade Street Civic Service.

92 COUNCIL MINUTES

With respect to Minute No.81 – Appointment of LEA Governors, it was noted that the City Council nominations to Chadsmead Primary School and Scotch Orchard Primary School had been accepted by Staffordshire County Council.

RESOLVED: *That the Minutes of the City Council Meeting held on 3 December 2001 (74 - 90) be confirmed and signed as a correct record.*

93 PLANNING APPLICATIONS COMMITTEE

RESOLVED: *That the Minutes of the Planning Applications Committee Meetings held on 22 November 2001, be received.*

94 BEST VALUE WORKING PARTY

RESOLVED: *That the Minutes of the Best Value Working Party Meeting held on 17 December 2001 be received, and the recommendations contained therein be adopted.*

95 TWINNING 2002 WORKING GROUP

RESOLVED: *That the Minutes of the Twinning 2002 Working Group held on 9 January 2002 be received, and the recommendations contained therein be adopted.*

96 YOUTH CONSULTATIVE GROUP

a) Minutes

RESOLVED: *That the Minutes of the Youth Consultative Group held on 11 December 2001 be received, and the recommendations contained therein be adopted.*

b) Youth Guide

A copy of the revised edition of the Youth Guide was circulated with the agenda. It was noted that the new edition covered all of Lichfield District, and was part funded by a grant from the Youth Consultative Group.

RESOLVED: *That the report be noted.*

97 CURBOROUGH COMMUNITY CENTRE AND CRUCK HOUSE LEASES

Consideration was given to the agenda report and recommendations on the terms under which Curborough Community Centre and Cruck House are leased to Curborough Community Association.

RESOLVED:

1. ***That the leases of Curborough Community Centre and Cruck House be renewed for a period of 7 years on the same terms as the existing leases.***
2. ***That until further notice the Council make a grant to the Curborough Community Association equivalent to the actual cost paid by the Association for the rates and water rates on Cruck House.***

[Councillors Mrs M K Barratt and T V Finn declared a substantial non-pecuniary interest in this item and left the room]

[Councillors Mrs V A Diggle, M A Warfield and A J Wilkins declared an interest by virtue of being appointed a City Council representative]

98 LOCAL GOVERNMENT WHITE PAPER – QUALITY PUBLIC SERVICES

Consideration was given to the agenda report which indicated that in December the Government had published a White Paper entitled Strong Local Leadership – Quality Public Services which set out the Government's proposals for modernisation and reform of local government.

A copy of Chapter 9 - The Way Forward for Parishes which related specifically to town/parish councils was circulated with the agenda.

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

99 GRANT TO ST MARY'S HERITAGE CENTRE

Further to Minute No. 86 (3 December 2001) consideration was given to a letter dated 14 November 2001 from St Mary's Heritage Centre seeking financial assistance towards the cost of a major refurbishment of the Lichfield Heritage Centre and creation of a new Gallery as a permanent home for the Staffordshire Millennium Tapestries.

RESOLVED: ***That the City Council confirms a grant of £10,000 to the Guild of St Mary's Centre towards the capital cost of refurbishment of the Heritage Centre and creation of a Gallery for the Millennium Tapestries. The grant to be paid from the Council's 2002/03 Arts/Tourism budget.***

[Councillors D A Connolly, Mrs A H R Johnson, N I Pallett and J N Wilks declared a substantial non-pecuniary interest in this item and left the room]

100 GRANT TO LICHFIELD DISTRICT COUNCIL PLAYSCHMES IN LICHFIELD CITY

Consideration was given to correspondence dated 9 November 2001 from Lichfield District Council which reported on the success of the Summer Playschemes and A.C.E programme held in 2001. It was noted that the Council made an annual funding contribution to these schemes and a sum of £2,350 had been included in the Council's grants' budget for 2002/03.

RESOLVED:

1. ***That the Council confirms a grant of £2,350 to be made to Lichfield District Council towards the cost of the Playschemes to be held in Lichfield, Summer 2002. The grant to be made from the Council's 2002/03 budget.***
2. ***That the District Council be advised that a separate application would need to be made for a grant from the 'Projects for Youth Funding' administered through the Council's Youth Consultative Group, and that any such application would need to meet the criteria for Projects for Youth grant aid.***

[Councillors Mrs M K Barratt, and A J Wilkins declared a non pecuniary interest in this item]

[Councillor D A Connolly declared an interest by virtue of being appointed a City Council representative]

101 MARKET RENTS**a) Friday Market**

RESOLVED: ***That the Friday Charter Market stall rental increase to £17.00 per 8' stall with effect from 1 April 2002 in order to maintain parity of rents between the Friday and Saturday markets.***

b) Farmers' Market

RESOLVED: *That the Farmers' Market stall rental increase to £17.00 per 8' stall with effect from 1 April 2002.*

c) Tuesday Market

RESOLVED: *That with effect from 1 April 2002 rental on the Tuesday Charter Market be £9.00 per 8 foot frontage stall x 7 foot depth (minimum charge), plus £1.10 per foot extra frontage, and 10p per square foot for additional depth of stall.*

102 GUILDHALL ROOM HIRE CHARGES

Consideration was given to the agenda report and recommendations relating to proposed hire charges for Guildhall accommodation which included separate charges for voluntary/charitable organisations, private hirers, business and commercial hirers, whole building hire rate, civil marriage ceremonies, and minor changes to 'additional charges'.

RESOLVED: *That the charges as shown in Agenda Appendix 6b apply with effect from 1 April 2002.*

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

103 BUDGET ESTIMATES 2002/2003 (INCLUDING FINANCIAL PROGRESS REPORT 1 APRIL TO 31 DECEMBER 2001)

Consideration was given to:

- a) Financial Progress Report for the period 1 April to 31 December 2001
- b) The budget estimates for 2002/03 financial year in the sum of £452,000.

It was proposed by Councillor Mrs A H R Johnson, and duly seconded, *"that the Financial Progress Report be noted; and that budget estimates as circulated with the agenda be approved and a sum of £452,000 be precepted for the financial year 2002/03"*.

An amendment was proposed by Councillor P A Barrett, and duly seconded, *"that the budget be increased by £10,000 to allow for greening of the city"*. On being put to the vote the amendment was declared **LOST**.

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

RESOLVED:

1. *That the Financial Progress Report for the period 1 April to 31 December 2001 be noted.*
2. *That the budget estimates as circulated with the agenda be approved and a sum of £452,000 be precepted for the financial year 2002/03*

104 COMPLETION OF AUDIT

Consideration was given to the agenda report and Audit Statement relating to the Audit of Accounts for the year ended 31 March 2001. It was noted that:

- a) this was the first year that the Council had been subject to 'full accounts' and was therefore required to include within the balance sheet, the value of assets held.
- b) the Council's assets were currently being valued and asset valuations would be included in the accounts for the year ending 31 March 2002.

RESOLVED: *That the report be noted.*

105 PAYMENT OF ACCOUNTS

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

- a) *1 November 2001 to 30 November 2001 in the sum of £50,514.64 General Account, and in the sum of £344.72 Imprest Account.*
- b) *1 December 2001 to 31 December 2001 in the sum of £45,017.56 General Account, and in the sum of £149.20 Imprest Account.*

106 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.*

107 LAND AT SHORTBUTTS LANE

Consideration was given to the agenda report relating to land at Shortbutts Lane.

RESOLVED:

1. *That (in accordance with Section 127 of the Local Government Act 1972, as amended by the Local Governing Planning and Land Act 1980, Schedule 23 Part V) the Council advertise its proposals to dispose of land south of Shortbutts Lane as hatched and shaded grey on the plan circulated with the agenda.*
2. *That the Council consider any objections received following public advertisement*
3. *That the Council obtain an independent valuation of its land.*
4. *That the Council indicate its willingness in principle to sell the land, subject to:*
 - i) *consideration of any objections received following public advertisement above*
 - ii) *agreement on a satisfactory sale price*
 - iii) *creation of a footpath link between Shortbutts Lane and the public open space land to the rear of Wordsworth Close*

[Councillor J R T Mercer declared a pecuniary interest in this item and left the room during the discussion and voting thereon]

THERE BEING NO FURTHER BUSINESS THE MAYOR DECLARED THE MEETING CLOSED AT 9.05 P.M.

**Lichfield City Council
Minutes of a Meeting of Lichfield City Council held in Guildhall, Lichfield
on Monday, 11 March 2002**

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

APOLOGIES: Councillors Mrs M K Barratt, Mrs V A Diggle, J R T Mercer F W Royle

108 MAYOR'S ANNOUNCEMENTS

The Mayor reported on civic events and other functions she had attended including the Schools Speaking Competition on 1 February 2002 and Shrovetide Fair on 12 February 2002.

The Mayor presented a Loyalty Certificate as provided for in the Council's 'long service and retirement awards' scheme' to the Town Clerk, Peter Young, for 15 years' continuous service.

109 COUNCIL MINUTES

RESOLVED: *That the Minutes of the City Council Meeting held on 21 January 2002 (91 – 107) be confirmed and signed as a correct record.*

110 PLANNING APPLICATIONS COMMITTEE

The Chairman of the Planning Applications Committee, Councillor N I Pallett, advised members of the dates of the District Council's Local Plan Exhibition, and indicated that the City Council's Planning Committee would consider the Urban Capacity Study, and the Housing Strategy at its meeting on 4 April 2002.

RESOLVED: *That the Minutes of the Planning Applications Committee Meetings held on 10 January 2002 and 31 January 2002, be received.*

111 QUESTIONS UNDER STANDING ORDER 8(2)

Report by Outside Services Officer

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

"When will the Council receive a written report on the work undertaken by the Outside Services Officer, in the same manner as the reports submitted by the Twinning Officer and the Museums and Heritage Officer?"

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

"No previous requests for reports from the Outside Services Officer have been received since the post commenced in March 1998. The postholder is currently employed 11 hours per week, mainly in routine inspection of the Council's 63 acres of public open space and 6,000 metres of footpaths, and in monitoring the performance of the Grounds Maintenance Contractor. A report on the work undertaken will be submitted to the next meeting of Council"

112 NOMINATIONS FOR CIVIC OFFICE 2002/2003

a) Mayor Elect

It was proposed by Councillor C Greatorex, seconded by Councillor Mrs M G Boyle, and

RESOLVED: *That Councillor Mrs Doris English be nominated Mayor Elect for the year 2002/2003.*

b) Deputy Mayor Elect

It was proposed by Councillor J N Wilks, seconded by Councillor T V Finn and

RESOLVED: *That Councillor Mark Andrew Warfield be nominated Deputy Mayor Elect for the year 2002/2003.*

c) Sheriff Elect

It was proposed by Councillor J N Wilks, seconded by Councillor B S White and

RESOLVED: *That Councillor Barry Davis Diggle be nominated Sheriff Elect for the year 2002/2003.*

113 GRANTS ADVISORY COMMITTEE

Consideration was given to the Minutes of the Grants Advisory Committee held on 14 February 2002.

RESOLVED: *That subject to the grant payable to the Citizens Advice Bureau being amended to £3,000, the Minutes of the Grants Advisory Committee held on 14 February 2002 be received, and the recommendations contained therein be adopted.*

The following councillors declared a pecuniary interest as shown below:

Lichfield District Arts Association – B.M. Pretty

St Mary's Heritage Centre - B A Connolly

The following councillors declared a clear and substantial non-pecuniary interest as shown below:

City of Lichfield Band – J N Wilks

Friends of Johnson Birthplace Museum – J N Wilks

Lichfield Adventure Playground Association – A J Wilkins, T V Finn

Lichfield & District CVS – T V Finn

Lichfield District Committee NSPCC – A D Thompson

Lichfield Greenhill Bower- T V Finn, A J Wilkins, J N Wilks

Lichfield Live at Home Scheme – T V Finn

Lichfield Shrievally Association – M R Bennett, T V Finn, A D Thompson, J N Wilks

St Mary's Heritage Centre – Mrs A H R Johnson, J N Wilks

Victim Support – K Edwards

Voluntary Transport for the Disabled – J N Wilks

Worshipful Company of Smiths – T V Finn, Mrs A H R Johnson

The following councillors declared a non-pecuniary interest as shown below:

5th Lichfield Scout Group – T V Finn

Erasmus Darwin Foundation - A D Thompson

City of Lichfield Shrievally Association – P A Barrett, M A Warfield

Friends of Johnson Birthplace – Mrs M G Boyle

Johnson Society – A D Thompson, J N Wilks

Lichfield Adventure Playground Association – C Greatorex

Lichfield Cathedral Outreach Group – T V Finn, A J Wilkins

Lichfield & District CVS – C Greatorex

Lichfield & District Live at Home Scheme – A J Wilkins

Lichfield District Scout Council – C Greatorex

Lichfield Greenhill Bower – M A Warfield

Lichfield Luncheon Club National Schizophrenia Fellowship – A J Wilkins

Lichfield Twinning Association – Mrs M G Boyle

Lichfield Youth Theatre – Mrs A H R Johnson

Twining Association – A D Thompson, B S White

Worshipful Company of Smiths – Mrs A H R Johnson

The following councillors declared an interest by reason of being appointed a City Council representative as shown below:

Erasmus Darwin Centre – Mrs M G Boyle

Lichfield Adventure Playground Association – B A Connolly, R J Wingrove

Lichfield Citizens Advice Bureau – Mrs M G Boyle

Lichfield Greenhill Bower – B S White

114 BEST VALUE WORKING PARTY

RESOLVED: *That the Minutes of the Best Value Working Party Meeting held on 27 February 2002, be received and the recommendations contained therein be adopted.*

115 REPORT ON LARGER LOCAL COUNCILS COMMITTEE HELD ON 24 JANUARY 2002

Consideration was given to Councillor Mrs Baker's report on her attendance at the Larger Local Councils Committee held at the NALC offices on 24 January 2002.

RESOLVED: *That Councillor Mrs Baker be thanked for her report and the report be noted.*

116 REPORT OF MUSEUMS AND HERITAGE OFFICER

Consideration was given to the report of the Museums and Heritage Officer, dated 26 February 2002.

RESOLVED: *That the report be noted.*

117 CALENDAR OF MEETINGS

RESOLVED: *That the Calendar of Meetings for 2002/2003 be as follows:*

2002

<i>Wednesday, 8 May</i>	ANNUAL TOWN MEETING
<i>Monday, 13 May</i>	ANNUAL COUNCIL NB Meeting starts at 7 pm
<i>Thursday, 16 May</i>	PAC
<i>Thursday, 6 June</i>	PAC
<i>Monday, 24 June</i>	COUNCIL
<i>Thursday, 27 June</i>	PAC
<i>Tuesday, 16 July</i>	PAC
<i>Monday, 29 July</i>	COUNCIL
<i>Thursday, 29 August</i>	PAC
<i>Thursday, 19 September</i>	PAC
<i>Monday, 30 September</i>	COUNCIL
<i>Thursday, 10 October</i>	PAC
<i>Monday, 28 October</i>	COUNCIL
<i>Thursday, 31 October</i>	PAC
<i>Thursday, 21 November</i>	PAC
<i>Monday, 2 December</i>	COUNCIL
<i>Thursday, 12 December</i>	PAC

2003

<i>Thursday, 9 January</i>	PAC
<i>Monday, 27 January</i>	COUNCIL
<i>Thursday, 30 January</i>	PAC
<i>Thursday, 13 February</i>	Grants Advisory Committee
<i>Wednesday, 19 February</i>	PAC
<i>Thursday, 13 March</i>	PAC
<i>Monday, 31 March</i>	COUNCIL
<i>Thursday, 3 April</i>	PAC
<i>Wednesday, 23 April</i>	PAC
<i>Monday, 12 May</i>	ANNUAL COUNCIL

118 APPOINTMENT OF LEA GOVERNORS

Consideration was given to the agenda report relating to the nomination of an LEA Governor to serve on the Governing Body of each of the following Schools:

RESOLVED: *That the undermentioned nominations be made to the Governing Bodies indicated:*

Charnwood Primary School – Councillor Mrs J M Eagland

Saxon Hill Special School – Councillor Mrs D English

Saxon Hill Special School – [nomination of Minority Group]

119 ADOPTION OF THE MODEL CODE OF CONDUCT

Consideration was given to the Town Clerk's agenda report which indicated that the Local Government Act 2000 introduced a new Ethical Framework for Local Government, part of which was a new National Code of Local Government Conduct with a Code specifically for Town and Parish Councils.

It was noted that

- Councils must adopt the new Code by 5 May 2002 and that following adoption of the Code, councillors had two months in which to sign a new Declaration of Acceptance of Office
- the Code also introduced new procedures and requirements relating to declarations of interest and registration of gifts and hospitality

A copy of the Model Code for adoption by Council was circulated with the agenda together with Legal Guidance notes on the new Ethical Framework; a new Declaration of Acceptance of Office Form; and a pro forma for members to submit their interests for the Register.

RESOLVED: *That the Council adopt the new Code of Conduct, being the National Model Code of Conduct for Town and Parish Councils.*

120 JUBILEE CELEBRATIONS

Further to Council Minute 27 (11 June 2001) consideration was given to the agenda report relating to items agreed and proposed to commemorate the Queen's Golden Jubilee in June.

RESOLVED: *That the City Council mark the Jubilee Celebrations by:*

- a) *A Sheriff's Jubilee Party for children*
- b) *A ceremony to present the Loyal Address*

121 AUDIT OF ACCOUNTS**a) Johnson Birthplace Museum**

It was reported that the audit of accounts for the Dr Johnson Birthplace Trust for the year ended 31 March 2001 had been completed and a copy of the District Auditor's Certificate was circulated with the agenda.

The Town Clerk's report on the item raised in the Audit Memorandum relating to gift aid, was noted.

b) Lichfield City Council Accounts Audit Letter

Further to Council Minute No.104 (21 January 2002) consideration was given to a letter dated 21 January 2002 from District Audit which commented on the level of balances held at 31 March 2001.

The Town Clerk's report which indicated that these balances were earmarked for specific items or projects, was noted.

RESOLVED: *That the reports be noted.*

122 PAYMENT OF ACCOUNTS

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

- a) *1 January 2002 to 31 January 2002 in the sum of £49,988.76 General Account, and in the sum of £183.83 Imprest Account.*
- b) *1 February 2002 to 28 February 2002 in the sum of £32,231.99 General Account, and in the sum of £862.56 Imprest Account.*

THERE BEING NO FURTHER BUSINESS THE MAYOR DECLARED THE MEETING CLOSED AT 8.30 P.M.

**Lichfield City Council
Minutes of a Meeting of Lichfield City Council held in Guildhall, Lichfield,
on Monday, 15 April 2002**

PRESENT: The Right Worshipful the Mayor (Councillor Mrs J M Eagland), and Councillors Mrs J A Allsopp, Mrs M K Barratt, P A Barrett, J R Brooks, B A Connolly, B D Diggle, Mrs V A Diggle, K Edwards, Mrs L M D Edwards, Mrs D English, T V Finn, C Greatorex, N T Guest, Mrs A H R Johnson, 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 R J Wingrove.

APOLOGIES: Councillors Mrs M F E Baker, M R Bennett, D P A Dundas, J R T Mercer.

123 MAYOR'S ANNOUNCEMENTS

- a) The Mayor reported on civic events and other functions she had attended including the Opening of the New Tapestry Gallery at St Mary's Heritage Centre and the Easter Sunday Service.
- b) Members expressed their best wishes to Councillor M R Bennett for a speedy recovery to full health following his recent operation.

124 COUNCIL MINUTES

RESOLVED: *That the Minutes of the City Council Meeting held on 11 March 2002 (108 – 122) be confirmed and signed as a correct record.*

125 PLANNING APPLICATIONS COMMITTEE

RESOLVED: *That the Minutes of the Planning Applications Committee Meetings held on 20 February 2002 and 14 March 2002 be received.*

126 QUESTIONS UNDER STANDING ORDER 8(2)

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

"In view of the closure of the Civic Waste Site in Lichfield, supposedly for an indefinite period, can the strongest possible case be made to the appropriate authority for re-opening the site as soon as possible and to reassure electors that this closure is not just a full closure pending sale of the site for housing.

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

"The Civic Amenity Waste Site re-opened on Saturday, 13 April. The City Council would strongly oppose any closure of the Waste Site unless a suitable alternative site was made available."

127 TWINNING 2002 WORKING PARTY

RESOLVED: *That the Minutes of the Twinning 2002 Working Party held on 13 March 2002 be received, and the recommendations contained therein be adopted.*

128 YOUTH CONSULTATIVE GROUP

With respect to attendance of members, Councillor A J Wilkins be included in the list of apologies.

RESOLVED: *That subject to the above amendment, the Minutes of the Youth Consultative Group held on 26 March 2002 be received and the recommendations contained therein be adopted.*

129 REPORT OF TWINNING OFFICER

Consideration was given to the Twinning Officer's Report to the Annual General Meeting of the Lichfield Twinning Association, held on 18 March 2002.

RESOLVED: *That the report be noted.*

130 REPORT OF OUTSIDE SERVICES OFFICER

Consideration was given to the report of the Outside Services Officer, April 2002.

RESOLVED: *That the report be noted.*

131 EXECUTIVE COMMITTEE OF STAFFORDSHIRE PARISH COUNCILS ASSOCIATION

Consideration was given to Councillor Mrs M F E Baker's report as City Council representative on the Executive Committee of Staffordshire Parish Councils Association.

RESOLVED: *That Councillor Mrs M F E Baker be thanked for her report, and the report be noted.*

132 CONFERENCES**a) Local Government Association – 14 May 2002**

RESOLVED: *That Councillor Mrs M F E Baker be appointed as the City Council representative to attend this conference to be held in London on 14 May 2002. It was noted that the Conference was supported jointly by the Local Government Association and the National Association of Local Councils*

b) INLOGOV

Consideration was given to an invitation to attend a Conference 'Making Best Value Work for Local Councils' to be held in Birmingham on 27 May 2002.

RESOLVED: *That no representative be appointed to attend this Conference on behalf of the City Council.*

c) Standards Board

Consideration was given to an invitation for representatives to attend a conference for town and parish councils on the Code of Conduct. The Conference would be held in Birmingham on 30 April 2002.

RESOLVED: *That Councillors who wished to attend this Conference be asked to advise the Town Clerk.*

133 APPOINTMENT OF REPRESENTATIVE – FRIENDS OF THE JOHNSON BIRTHPLACE

It was noted that the City Council representative on the Friends of the Johnson Birthplace, Councillor B D Diggle, had recently been appointed Treasurer of the Friends and would therefore serve as a Trustee in that capacity. The Friends had requested that a new City Council representative be appointed.

RESOLVED: *That Councillor Mrs V A Diggle, be appointed as the City Council representative on the Friends of the Johnson Birthplace.*

134 SALE OF LAND AT SHORTBUTTS LANE

It was proposed by Councillor Mrs Johnson, duly seconded, and

RESOLVED: *That consideration of this item be deferred.*

[Councillor Mrs D English and Councillor B M Pretty, declared a personal interest in this item].

135 WALSALL ROAD HALL

Consideration was given to the agenda report relating to the proposed Walsall Road Hall.

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

1. *That the Report be received and more detailed plans be prepared based on a project budget of £750,000.*
2. *That the outline designs of the new hall be submitted for public consultation.*
3. *That a Business Plan be prepared*
4. *That enquiries be made of local residential, potential user groups and city councillors to establish membership of a steering committee for the new hall.*

An amendment was proposed by Councillor P A Barrett, and duly seconded

“that an additional item be included:

5. *That a detailed plan also be drawn up based on a projected budget of £500,000. The plan should be made available and a Business Plan be prepared and consultation be undertaken on the same basis as for the potential £750,000 project."*

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 Report be received and more detailed plans be prepared based on a project budget of £750,000.*
2. *That the outline designs of the new hall be submitted for public consultation.*
3. *That a Business Plan be prepared*
4. *That enquiries be made of local residential, potential user groups and city councillors to establish membership of a steering committee for the new hall.*

136 PAYMENT OF ACCOUNTS

RESOLVED: *That payment of accounts be approved and confirmed for accounts as listed for the period 1 March 2002 to 31 March 2002 in the sum of £33,358.42 General Account.*

THERE BEING NO FURTHER BUSINESS THE MAYOR DECLARE THE MEETING CLOSED AT 8.50 PM

Lichfield City Council
Minutes of the Annual Meeting of Lichfield City Council held in Guildhall, Lichfield,
on Monday, 13 May 2002 at 7.00 pm

PRESENT: Councillors Mrs M F E Baker, Mrs M K Barratt, P A Barrett, Mrs M G Boyle, J R Brooks, D A Connolly, B D Diggle, Mrs V A Diggle, D P A Dundas, Mrs J M Eagland, K Edwards, Mrs L M D Edwards, Mrs D English, C Greatorex, N T Guest, Mrs A H R Johnson, J R T Mercer, N I Pallett, Mrs F W Royle, A D Thompson, M A Warfield, B S White, A J Wilkins, J N Wilks and R J Wingrove

APOLOGIES: Councillors Mrs J A Allsopp, M R Bennett, T V Finn, D R R Prentis, and B M Pretty

1 ELECTION OF MAYOR

It was proposed by Councillor C Greatorex, seconded by Councillor Mrs M G Boyle and

RESOLVED: *That Councillor Mrs D English be elected Mayor of the City to hold office until the election of a successor at the Annual Meeting in May 2003*

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 A H R Johnson, seconded by Councillor J N Wilks and

RESOLVED: *That Councillor M A Warfield be appointed Deputy Mayor to hold office until the election of Mayor at the Annual Meeting in May 2003.*

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 J N Wilks, seconded by Councillor B S White and

RESOLVED: *That Councillor B D Diggle be elected Sheriff of the City until the election of a successor at the Annual Meeting of the Council in May 2003.*

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 Kirk Beedon would be her Chaplain during her term of office.

6 VOTE OF THANKS TO RETIRING MAYOR

It was proposed by Councillor A D Thompson, seconded by Councillor B D Diggle and

RESOLVED: *That the best thanks of the citizens be accorded to Councillor Mrs Janet Eagland for her valuable and outstanding services as Mayor during the year 2001/02.*

Councillor Mrs Eagland 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 D A Connolly, seconded by Councillor Mrs J M Eagland and

RESOLVED: *That the best thanks of the citizens be accorded to Councillor Mark Warfield for his valuable and outstanding services as Sheriff during the year 2001/02.*

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

8 PRESENTATION OF BADGES OF OFFICE

The Mayor presented Badges of Office to the Mayor's Consort, Deputy Mayor's Lady, and 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 D P A Dundas, seconded by Councillor N I Pallett, and

RESOLVED: That Councillor Mrs A H R Johnson be appointed Leader of Council until the appointment of a successor at the Annual Meeting of Council in 2003.

11 APPOINTMENT OF DEPUTY LEADER OF COUNCIL

It was proposed by Councillor B S White, seconded by Councillor Mrs F W Royle, and

RESOLVED: That Councillor A D Thompson be appointed Deputy Leader of Council until the appointment of a successor at the Annual Meeting of Council in 2003.

THERE BEING NO FURTHER BUSINESS THE MAYOR DECLARED THE MEETING CLOSED AT 7.45 PM

Lichfield City Council
Minutes of a Special Meeting of Lichfield City Council held in Guildhall, Lichfield,
on Thursday, 16 May 2002

PRESENT: The Right Worshipful the Mayor (Councillor Mrs D English) and Councillors Mrs M F E Baker, Mrs M K Barratt, P A Barrett, J R Brooks, D A Connolly, B D Diggle, Mrs V A Diggle, D P A Dundas, Mrs J M Eagland, K Edwards, Mrs L M D Edwards, Mrs A H R Johnson, N I Pallett, B M Pretty, A D Thompson, M A Warfield, B S White, J Wilkins, J N Wilks and R J Wingrove.

APOLOGIES: Councillors Mrs J Allsopp, M R Bennett, Mrs M G Boyle, T V Finn, C Greatorex, N T Guest and J R T Mercer.

12 SALE OF LAND AT SHORTBUTTS LANE

Further to Council Minute No.134 (15 April 2002) consideration was given to the agenda report and recommendations relating to the proposed sale of land at Shortbutts Lane.

It was proposed by Councillor Mrs Johnson and duly seconded:

1. *That the Council notes the contents of this report.*
2. *That the Council confirms the disposal of land at Shortbutts Lane as shown on Appendix A, subject to:*
 - i) *agreement on a satisfactory sale price*
 - ii) *creation of a footpath link between Shortbutts Lane and the public open space land to the area of Wordsworth Close*
3. *That the Council co-operate with Lichfield District Council in joint marketing and that the Town Clerk be authorised to make all necessary arrangements for the disposal of land.*

An amendment was proposed by Councillor P A Barrett, and duly seconded:

that a decision on the construction of the hall be deferred until a business plan had been developed and consultation carried out with the citizens of the Walsall Road estate and the citizens of Lichfield.

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 notes the contents of this report.***
2. ***That the Council confirms the disposal of land at Shortbutts Lane as shown on Appendix A, subject to:***
 - i) ***agreement on a satisfactory sale price***
 - ii) ***creation of a footpath link between Shortbutts Lane and the public open space land to the area of Wordsworth Close***
3. ***That the Council co-operate with Lichfield District Council in joint marketing and that the Town Clerk be authorised to make all necessary arrangements for the disposal of the land.***

THERE BEING NO FURTHER BUSINESS THE MAYOR DECLARED THE MEETING CLOSED AT 8.30 PM

**Lichfield City Council
Minutes of a Meeting of Lichfield City Council held in Guildhall, Lichfield
on Monday 24 June 2002**

PRESENT: The Right Worshipful the Mayor (Councillor Mrs D English), and Councillors Mrs M F E Baker, Mrs M K Barratt, Mrs M G Boyle, D P A Dundas, Mrs J M Eagland, C Greatorex, N T Guest, Mrs A H R Johnson, J R T Mercer, N I Pallett, D R R Prentis, B M Pretty, A D Thompson, M A Warfield, B S White, A J Wilkins, J N Wilks and R J Wingrove.

APOLOGIES: Councillors Mrs J A Allsopp, P A Barrett, M R Bennett, J R Brooks, D A Connolly, B D Diggle, Mrs V A Diggle, T V Finn and Mrs F W Royle.

13 MAYOR'S ANNOUNCEMENTS

a) The Mayor reported on civic events and other functions she had attended including the Lichfield Greenhill Golden Bower at which the City Council had presented a Loyal Address to the Lord Lieutenant in commemoration of the fiftieth anniversary of the Queen's accession to the throne.

b) The Mayor informed members that the Mayor's at Home would take place on Wednesday, 31 July 2002.

14 COUNCIL MINUTES

RESOLVED: *That the Minutes of the City Council Meeting held on 15 April 2002 (123 – 136) be confirmed and signed as a correct record.*

15 ANNUAL MEETING OF COUNCIL

RESOLVED: *That the Minutes of the Annual Meeting of Council held on 13 May 2002 (1 – 11) be confirmed and signed as a correct record.*

16 SPECIAL MEETING OF COUNCIL

RESOLVED: *That the Minutes of the Special Meeting of Council held on 16 May 2002 (12) be confirmed and signed as a correct record.*

17 PLANNING APPLICATIONS COMMITTEE

RESOLVED: *That the Minutes of the Planning Applications Committee Meetings held on 4 April 2002, 25 April 2002, and 16 May 2002 be received.*

18 BEST VALUE WORKING PARTY

RESOLVED:

1. *That the Minutes of the Best Value Working Party held on 10 June 2002 be received, and the recommendations contained therein be adopted.*
2. *That the Best Value Performance Plan 2002, as circulated with the agenda, be confirmed.*

19 CONSTITUTION AND MEMBERSHIP OF COMMITTEES, WORKING PARTIES AND ADVISORY COMMITTEES

Consideration was given to the agenda report relating to the constitution and membership of Committees, Working Parties and Advisory Committees.

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

- a) Arts Centre Working Party
4 majority group (Councillors Connolly, Mrs Johnson, Warfield and Wilks)
2 minority group (Councillors Mrs Baker and Barrett)
- b) Best Value Working Party
4 majority group (Councillors Mrs Johnson, Dundas, Prentis and White)
2 minority group (Councillors Mrs Baker and Wingrove)

- c) **Grants Advisory Committee**
 6 majority group (Councillors Connolly, Finn, Mrs Johnson, Thompson, White and Wilks)
 3 minority group (Councillors Bennett, Guest and Wingrove)
- d) **Johnson Birthplace Advisory Committee**
 3 majority group (Councillors B D Diggle, Royle and Thompson)
 1 minority group (Councillors K Edwards)
 1 Johnson Friends (appointed by Friends)
 1 Johnson Society (appointed by Society)
- e) **Planning Applications Committee**
 All members of Council
- f) **Youth Consultative Group**
 4 majority group (Councillors Mrs Royle, Mrs V A Diggle, Finn and Warfield)
 2 minority group (Councillors Mrs L M D Edwards and N T Guest)
- g) **Twinning 2002 Working Party**
RESOLVED: That this Working Party be disbanded

20 APPOINTMENT OF REPRESENTATIVES

a) Outside Bodies – General

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

b) Appointment of LEA Governors

Consideration was given to the agenda report relating to the nomination of an LEA Governor to serve on the Governing Bodies of each of the following Schools:

RESOLVED: That the undermentioned nominations be made to the Governing Bodies indicated:

<i>Kind Edward VI School</i>	-	<i>Councillor J N Wilks</i>
<i>Nether Stowe High School</i>	-	<i>Councillor M A Warfield</i>

21 REPORT OF MUSEUMS AND HERITAGE OFFICER

Consideration was given to the Museum and Heritage Officer's report dated June 2002.

RESOLVED: That the report be noted.

22 NALC AND SPCA

a) Larger Local Councils Assembly 2002

Consideration was given to the agenda report relating to the Local Councils Assembly in London on 26 November 2002 and nominations to the NALC Executive Committee.

RESOLVED: 1. That Councillor Mrs M F E Baker, together with the Town Clerk, attend as Council representatives, the Larger Local Councils Assembly in London on 26 November 2002.

2. That Councillor Mrs M F E Baker be nominated to serve on the Larger Local Councils Executive Committee.

b) Reports by City Council representative

Consideration was given to reports from Councillor Mrs M F E Baker, the City Council representative on the Executive Committee of Staffordshire Parish Councils' Association, and the Executive Committee of the National Association of Local Councils.

RESOLVED: That the reports be noted and Mrs Baker be thanked for her work as City Council representative.

23 ETHICAL STANDARDS – LOCAL INVESTIGATION AND DETERMINATION OF MISCONDUCT ALLEGATIONS

Consideration was given to the following items:

- a) A Consultation Paper issued by DTLR entitled Conduct of Councillors – Local Investigation and Determination of Misconduct Allegations
- b) The Town Clerk's report and recommendations.

RESOLVED: *That the Council submit the responses as detailed in Agenda Appendix 5 (Q1 – Q9).*

24 INTERNAL AUDIT

Consideration was given to the agenda report from which it was noted that under the Accounts and Audit Regulations, the Council was required to operate a system of internal audit, in addition to the normal external audit undertaken by the District Auditor. It was noted that the Council employed an Internal Auditor for 7 hours per week to undertake this work and details of the internal audit work programme were circulated with the agenda.

RESOLVED: *That the Council notes the Internal Audit work programme.*

25 GUILDHALL LEASE

Consideration was given to the agenda report and recommendations regarding a variation to the area leased to the City Council by the District Council, arising from the proposed disposal of the adjoining Magistrates' Courts complex.

RESOLVED: *That the Council agree to the additional areas as shown on Agenda Appendix 7 being incorporated into the existing Guildhall lease, and agrees to meet the District Council's legal costs arising from the variation of the lease.*

[Councillor C Greatorex declared a Personal Interest in this item]

26 PROGRESS REPORT AND FUTURE FUNDING

Consideration was given to the Town Clerk's report on the progress and future funding of the North Lichfield Initiative.

Details of meetings of the five Topic Groups were noted. These reflected the five key themes of the Initiative, i.e. Community; Community Safety; Education & Training; Transport & Environment; and Healthy Living. It was noted that the Topic groups had met and determined their respective Vision Statement and strategic objectives.

Details of the current funding agreed by the three funding partners, Lichfield City Council, Lichfield District Council, and HomeZone were outlined, and it was noted that this funding ended at the end of the current financial year.

RESOLVED: *That the City Council confirms its commitment to the North Lichfield Initiative and agrees to allocate a total of £36,000 funding for the North Lichfield Initiative, to be spread over a 3 year period commencing 1 April 2003.*

27 PAYMENT OF ACCOUNTS

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

- a) *1 April 2002 to 30 April 2002 in the sum of £41,729.06 General Account, and £656.81 Imprest Account.*
- b) *1 May 2002 to 31 May 2002 in the sum of £99,298.30 General Account, and £957.63 Imprest Account.*

[Councillor Mrs M G Boyle declared a Personal Interest in Cheque No.10405]

THERE BEING NO FURTHER BUSINESS THE MAYOR DECLARED THE MEETING CLOSED AT 8.30 PM

Lichfield City Council
Minutes of a Meeting held in Guildhall, Lichfield on Monday, 29 July 2002

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

APOLOGIES: Councillors Mrs M F E Baker, P A Barrett, M R Bennett, J R Brooks, K Edwards, Mrs L M D Edwards, N T Guest and D R R Prentis.

28 MAYOR'S ANNOUNCEMENTS

The Mayor reported on civic events and other functions she had attended including the Medieval Market on 6 July 2002 and the Swinfen Broun Bowls' Match on 17 July 2002.

29 COUNCIL MINUTES

RESOLVED: *That the Minutes of the City Council Meeting held on 24 June 2002 (13 – 27) be confirmed and signed as a correct record.*

30 PLANNING APPLICATIONS COMMITTEE

RESOLVED: *That the Minutes of the Planning Applications Committee held on 6 June 2002 and 27 June 2002 be received.*

31 APPROVAL FOR EXTENSION OF ABSENCE – COUNCILLOR M R BENNETT

Consideration was given to the agenda report indicating that Councillor M R Bennett last attended a meeting on 14 March 2002. If a member failed throughout a six consecutive months to attend any meetings of the council, its committees, or sub-committees, then that member ceased automatically to be a member unless the failure to attend was due to a 'statutory excuse', or due to a reason approved by the Council.

It was noted that Councillor Bennett's absence was due to ill health while he recuperated from surgery, and that his previous attendance record was exemplary.

RESOLVED: *That the Council approve leave of absence for Councillor M R Bennett until 31 January 2003 on the grounds of ill health.*

32 REPORT OF OUTSIDE SERVICES OFFICER

Consideration was given to the Outside Services Officer's report dated 10 July 2002.

RESOLVED: *That the report be noted.*

33 REPORT OF TWINNING OFFICER

Consideration was given to the Twinning Officer's report dated 16 July 2002.

RESOLVED: *That the report be noted.*

34 STAFFORDSHIRE PARISH COUNCILS' ASSOCIATION

a) AGM and Conference – Saturday, 19 October 2002

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, 19 October 2002.

RESOLVED: *That Councillors Mrs M F E Baker, D P A Dundas and B S White attend the Staffordshire Parish Councils' Association Annual General Meeting and Conference, the City Council meeting the luncheon cost of the delegates attending, plus the mileage cost of one delegate on condition that this delegate offers transport to the other delegates attending from the Council.*

b) Motions for Debate

Consideration was given to the agenda report relating to the submission of motions for debate at the Staffordshire Parish Councils' Association AGM.

RESOLVED: *That no motions be submitted*

c) Nominations for Officers of the Association

Consideration was given to the agenda report relating to the nomination of Officers of the Executive Committee.

RESOLVED: *That the report be noted.*

35 COMMUNITY STRATEGY**a) Community Strategy for Staffordshire**

Consideration was given to correspondence dated 12 July 2002 from Staffordshire County Council and to the consultation draft of the Community Strategy for Staffordshire. It was noted that consultation draft included a Questionnaire response form and members could respond individually if they so wished.

b) Community Strategy for Lichfield District

Consideration was given to a letter dated 26 June 2002 from Lichfield District Council and to a progress update on the Stakeholder Conference held in May, and progress towards the creation of a Local Strategic Partnership (LSP).

RESOLVED: *That the reports be noted.*

36 DONEGAL HOUSE – LEASE OF OFFICE ACCOMMODATION

Consideration was given to the agenda report from which it was noted that the proposed lease of rooms at Donegal House as City Council offices was being put in abeyance by Lichfield District Council as that authority required to use the accommodation to relocate staff whilst works to the St John Street frontage offices took place.

RESOLVED: *That the correspondence be noted and that the Town Clerk prepare a report on other options for additional office accommodation, to be submitted to a future meeting. [Councillors C Greatorex and B M Pretty declared a Personal Interest in this item]*

37 LICHFIELD GREENHILL BOWER – NEW BOWER HUT PROPOSAL

Consideration was given to correspondence dated 29 June 2002 from the Chairman of the Lichfield Greenhill Bower Committee requesting financial support for the Bower Committee's proposals to construct a new storage building.

RESOLVED: *1 That the Leader, Deputy Leader, and Minority Group Leader (or their appointed representatives) meet with representatives of the Bower Committee to obtain further information on the project.*

2 That a further report be submitted to Council following this meeting.

[Councillors Mrs M K Barratt, Mrs V A Diggle, T V Finn, M A Warfield, A J Wilkins, and J N Wilks declared a Prejudicial Interest in this item and left the room during the discussion and voting thereon].

38 OUT-TURN STATEMENT 2001/02

Consideration was given to the financial out-turn statement report for the year 1 April 2001 to 31 March 2002.

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

2. That the underspend on budget 2001/02 in respect of ongoing projects as detailed in the report be carried forward to 2002/03 budget provision, as follows:

011825	New Churchyard funding [item * 7 in report]	£1,200
077304	Birthplace Trust items [item * 10 in report]	£5,320
050027	New Footway lighting [item * 15 in report]	£2,550
		£9,070

39 STATEMENT OF ACCOUNTS 2001/02

Consideration was given to the Statement of Accounts 2001/02.

RESOLVED: *That the Statement of Accounts for the year ending 31 March 2002 be received.*

40 PAYMENT OF ACCOUNTS

RESOLVED: *That payment of accounts be approved and confirmed for accounts as listed for the period 1 June 2002 to 30 June 2002 in the sum of £50,042.19 General Account, and £985.56 Imprest Account.*

THERE BEING NO FURTHER BUSINESS THE MAYOR DECLARED THE MEETING CLOSED AT 8.20 P.M.

Lichfield City Council**Minutes of a Meeting held in Guildhall, Lichfield on Monday, 30 September 2002**

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

APOLOGIES: Councillors Mrs J A Allsopp, P A Barrett, Mrs J M Eagland, B M Pretty and J N Wilks.

Before commencement of the Meeting the Mayor presented Councillor Dominic Prentis and his wife, Emma, with a wedding gift from members of the Council. Councillor Prentis thanked members of the Council for their kind gift.

41 MAYOR'S ANNOUNCEMENTS

The Mayor reported on civic and other engagements she had attended including the Mayor's 'At Home' on 31 July 2002, the Sheriff's Ride on 7 September 2002 and the Johnson Celebrations on 21 September 2002.

42 COUNCIL MINUTES

RESOLVED: *That the Minutes of the City Council Meeting held on 29 July 2002 (28 – 40) be confirmed and signed as a correct record.*

43 PLANNING APPLICATIONS COMMITTEE

RESOLVED: *That the Minutes of the Planning Applications Committee Meetings held on 16 July 2002 and 29 August 2002 be received.*

44 QUESTIONS UNDER STANDING ORDER 8(2)

Councillor Mrs M G Boyle submitted the following question under Standing Order 8(2)

Due to the disquiet of many citizens in the fact that the Sheriff's Ride did not start in the city centre, can they be assured that the matter is being reviewed for future Rides?

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

"Several changes were made to this year's Ride to ensure the safety of spectators and participants. The Ride was extremely well organised and I would like to take this opportunity to thank all those who worked so hard to make it a success.

Arrangements will be reviewed for next year's Ride to see whether the Ride can be restored to the city centre and still meet our legal obligations for Health and Safety together with the requirements of our Insurers."

45 REPORT OF MUSEUMS AND HERITAGE OFFICER

Consideration was given to the Museums and Heritage Officer's report dated September 2002.

RESOLVED: *That the Museums and Heritage Officer's Report be noted.*

46 SPCA REPORT FROM COUNCILLOR MRS BAKER

Consideration was given to Councillor Mrs Baker's report on the September Meeting of the Staffordshire Parish Councils Association Executive Committee.

RESOLVED: *That Councillor Mrs Baker be thanked and the report be noted.*

47 KING EDWARD VI SAFER ROUTES TO SCHOOL

Consideration was given to the agenda report which indicated that Staffordshire County Council had established a Steering Group to prepare proposals for the King Edward VI Safer Routes to School Scheme and invited the City Council to appoint a representative to the Steering Group.

RESOLVED: *That Councillor Mrs M G Boyle be appointed as the City Council representative on this Group.*

48 PROPOSALS FOR ELECTORAL REVIEW OF STAFFORDSHIRE COUNTY COUNCIL

Consideration was given to the agenda report which indicated that the Boundary Committee of the Electoral Commission was to review Staffordshire County Council's Electoral Divisions and had invited views on the proposals to be submitted to them by 28 October 2002.

It was noted that the County Council Executive had approved draft proposals for new County Electoral Divisions and invited comments for consideration. A copy of a schedule showing the County Council's draft proposals for Lichfield District was circulated with the agenda.

RESOLVED:

- 1 ***That the City Council strongly supports the District Council's proposals that all the electorate within the Stowe Ward should form part of CED 2.***
- 2 ***That the City Council regrets the necessity for including Boley Park Ward with other parishes.***

[Councillors J R Brooks and T V Finn declared a personal interest in this item]

49 STAFFORDSHIRE POLICE – PUBLIC REASSURANCE PROJECT

Consideration was given to a letter dated 9 August 2002 from Chief Constable J W Giffard of Staffordshire Police, outlining details of a new policing strategy for the County which placed greater emphasis on Community Beat Officers.

RESOLVED: *That the correspondence be welcomed.*

50 ANTIQUES' MARKET

Further to Minute No 85d (3 December 2001) consideration was given to the agenda report and recommendations relating to the consultation exercise undertaken with Tuesday, Friday and Saturday market traders; shops and businesses in the City centre; local residents; and visitors to the City.

It was noted that 109 responses had been received before the closing date and 84% of the responses had been in favour of an antiques' market being held in Lichfield.

RESOLVED:

- 1 ***That the Town Clerk be authorised to agree with EventMen their operation of a monthly Antiques' Market (3rd Thursday of the month) in return for a monthly income to the Council.***
- 2 ***That the permission be granted for a period upto 18 months, and the arrangements be reviewed thereafter.***

51 FLOODING IN FESTIVAL GARDENS

Further to Minute No.157 (17 April 2000) consideration was given to the agenda report and recommendations relating to flooding in the Festival Gardens.

RESOLVED:

- 1 ***That Severn Trent Water, the Environment Agency, Lichfield District Council, the Walsall Road Consortium, and the Member of Parliament, be advised of the Council's concerns over the capacity of the city's storm water sewers.***
- 2 ***That Severn Trent Water, and Lichfield District Council be requested to provide:***
 - a) ***an explanation as to why the storm water system cannot meet the existing flows***
 - b) ***details of what works will be required to meet***
 - i) ***the existing flows***
 - ii) ***additional flows arising from additional housing on Walsall Road/Chesterfield Road***
 - c) ***information as to when these works will be likely to take place, and who will meet the cost of these works***

- 3 ***That Lichfield District Council as Planning Authority be requested to place a 'moratorium' on any additional development of the Walsall Road/Chesterfield Road housing sites until such time as the problems of capacity in the city's storm water system are resolved.***

52 LICHFIELD LOCAL PLAN – APPOINTMENT OF CONSULTANTS

Further to Planning Applications Committee Minute No.37 (19 September 2002) consideration was given to the agenda report and recommendations which indicated that Lichfield District Council was producing a Housing Strategy and an Employment Strategy as part of its preparations for the new Lichfield Local Plan, and that the City Council would need to submit detailed responses to these to support its opposition to further large-scale residential development in the city.

RESOLVED:

- 1 ***That David Lock Associates be appointed by the Council to assist in presentation of its case on the Lichfield Local Plan and related planning issues which arise prior to the Local Plan.***
- 2 ***That upto £8,000 be allocated from general reserves for this purpose within the current financial year.***

53 FINANCIAL PROGRESS REPORT

Consideration was given to the Financial Progress Report for the period 1 April 2002 to 31 July 2002.

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

54 PAYMENT OF ACCOUNTS

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

- a) ***1 July 2002 to 31 July 2002 in the sum of £57,303.74 General Account, and £213.09 Imprest Account.***
- b) ***1 August 2002 to 31 August 2002 in the sum of £48,642.38 General Account, and £166.79 Imprest Account.***

55 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.***

56 CHRIST CHURCH BURIAL GROUND EXTENSION – TENDERS

Consideration was given to the confidential agenda report and recommendations relating to tenders received for the Christ Church Burial Ground extension.

RESOLVED:

- 1 ***That (subject to legal agreement being reached between the City Council and the PCC on future maintenance) the Council accept the lowest tender received from B J Landscapes (less savings as indicated in the agenda report).***
- 2 ***That an additional £5,000 be made available from general balances to meet the additional costs of the City Council's 50% share of the project***

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

Lichfield City Council
Minutes of a Meeting held in Guildhall, Lichfield, on Monday 28 October 2002

PRESENT: The Right Worshipful the Mayor (Councillor Mrs D English), and Councillors Mrs J A Allsopp, Mrs M K Barratt, M R Bennett, Mrs M G Boyle, J R Brooks, D A Connolly, B D Diggle, Mrs V A Diggle, D P A Dundas, Mrs J M Eagland, T V Finn, N T Guest, Mrs A H R Johnson, J R T Mercer, N I Pallett, 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 M F E Baker, P A Barrett, K Edwards, Mrs L M D Edwards, C Greatorex, D R R Prentis and R J Wingrove.

57 MAYOR'S ANNOUNCEMENTS

The Mayor reported on civic and other engagements she had attended and reminded members that she would be holding a Coffee Morning on Thursday, 31 October 2002, the proceeds from which would be donated to the Mayor and Sheriff's Charity Fund.

58 COUNCIL MINUTES

RESOLVED: *That the Minutes of the City Council Meeting held on 30 September 2002 (41 – 56) be confirmed and signed as a correct record.*

In response to a question from Councillor J R Brooks on the accuracy of Minute No.48 (Proposals for Electoral Review of Staffordshire County Council), the Town Clerk indicated that Minute No.48 was an accurate record of the decision taken at the City Council Meeting. The District Council minutes which had been publicised subsequently showed that their original proposals (as referred to in the City Council resolution) had been amended in the decision taken by the District Council. Reference to this would be recorded in these minutes.

59 PLANNING APPLICATIONS COMMITTEE

RESOLVED: *That the Minutes of the Planning Applications Committee Meeting held on 19 September 2002 be received.*

60 JOHNSON BIRTHPLACE

a) Minutes of Johnson Birthplace Advisory Committee

RESOLVED: *That the Minutes of the Johnson Birthplace Advisory Committee held on 15 October 2002 be received, and the recommendations contained therein be adopted.*

b) Johnson Birthplace Trust Annual Report and Accounts 2001/2002

RESOLVED: *That the Annual Report and Accounts 2001 – 2002 of the Johnson Birthplace Trust be received.*

61 REPORT OF TWINNING OFFICER

Consideration was given to the Twinning Officer's Report dated 15 October 2002.

RESOLVED: *That the Twinning Officer's Report be noted.*

62 REPORT OF OUTSIDE SERVICES OFFICER

Consideration was given to the Outside Services Officer's Report dated 14 October 2002.

RESOLVED: *That the Outside Services Officer's Report be noted.*

63 FREEDOM OF INFORMATION ACT 2000 – PUBLICATION SCHEMES

Consideration was given to the agenda report and recommendations which indicated that Section 19 of the Freedom of Information Act 2000 required every public authority to adopt and maintain a publication scheme which had been approved by the Information Commissioner. It was noted that the Commissioner had approved a Model Scheme for Town and Parish Councils as prepared by the National Association of Local Councils.

RESOLVED: *That under the requirements of the Freedom of Information Act 2000 the Council adopt the Publication Scheme as detailed in Agenda Appendix 3, Annex A.*

64 EQUAL OPPORTUNITIES POLICY STATEMENT

It was noted that in accordance with Minute No.63 (Freedom of Information Act 2000), one of the documents listed as being available for public access, was a formally agreed Equal Opportunities Policy Statement.

RESOLVED: *that the Council adopt the following Equal Opportunities Policy Statement:*

“Lichfield City Council is an Equal Opportunities employer. This means that it is the policy of the Council to ensure that no job applicant or employee receives less favourable treatment on the grounds of disablement, sex, sexual orientation, marital status, race, religion, colour or nationality, or is disadvantaged by conditions or requirement which cannot be shown to be justifiable.

Selection criteria procedures will ensure that individuals are selected, promoted and treated on the basis of their relevant merits and abilities. All employees will be given equal opportunity and, where appropriate, special training, to progress within the organisation.

The Council will not discriminate against any employee on the grounds of his or her personal views or activities except where these adversely affect or are likely to affect the job or the obligation which the City Council has to various groups in its care.”

65 RACE RELATIONS POLICY STATEMENT

It was reported that the Commission for Racial Equality had recently circulated to all parish councils, detailed information on the Statutory Code of Practice on the Duty to Promote Race Equality. It was noted that specific duties applied to principal councils, but general duties applied to all councils including town and parish councils.

RESOLVED: *That the Council adopt the following Race Relations Policy Statement:*

“Lichfield City Council recognises the diversity of culture, race and ethnic origins from which its residents are derived. It undertakes to promote equality of opportunity and good relations between all persons of different racial groups and varying ethnic origins and to provide services and facilities for the benefit of all of our citizens regardless of colour, race or ethnic background”.

66 CONSULTATION ON ACCOUNTS AND AUDIT REGULATIONS 2003

Consideration was given to the Town Clerk’s report and recommendations which indicated that correspondence had been received from the Office of the Deputy Prime Minister (ODPM) regarding consultation on the proposed Accounts and Audit Regulations 2003.

RESOLVED: *That observations be submitted to the ODPM on the basis of the comments detailed in Agenda Appendix 4.*

67 LICHFIELD BOWER – BOWER HUT – GRANT APPLICATION

Further to Council Minute No.37 (29 July 2002) consideration was given to the report of the meeting between the Leader of Council, Deputy Leader, Minority Group Leader, and representatives of the Bower Committee

RESOLVED: *That the Council earmark a sum of up to £10,000 as a grant to the Lichfield Greenhill Bower Committee towards the cost of the new storage building in Wiltell Road as shown on the plans accompanying planning application 02/00761/FUL. The grant to be conditional on the proposed building being used exclusively by the Bower Committee, and the grant to be payable on practical completion of the building.*

[Councillor B S White declared an interest in this item as City Council representative on the Bower Committee]

[Councillors Mrs M K Barratt, Mrs V A Diggle, T V Finn, M A Warfield, A J Wilkins and J N Wilks declared a prejudicial interest in this item and left the room during the discussion and voting thereon]

68 BOLEY PARK LEASE – RENEWAL

Consideration was given to the agenda report and recommendations which indicated that the current 7-year lease of Boley Park Community Hall ended on 2 December 2002.

RESOLVED: *That the lease of the Boley Park Community Hall to the Boley Park Community Hall Trustees be extended for a further period of 7 years from 2 December 2002 on the same terms as the existing lease.*

[Councillors Mrs J A Allsopp, Mrs J M Eagland and N I Pallett declared an interest in this item as City Council representatives on the Boley Park Community Hall Management Committee]

[Councillors B D Diggle, Mrs J M Eagland, J R T Mercer and J N Wilks declared an interest in this item as Trustees of the Boley Park Community Hall appointed by the City Council]

69 CHRISTCHURCH BURIAL GROUND EXTENSION – MAINTENANCE AGREEMENT

Further to Council Minute No.56 (30 September 2002) consideration was given to the Town Clerk's report and recommendations which set out the draft Agreement made between the Incumbent of Christ Church and the Town Clerk. It was noted that this draft Agreement had been submitted to the Council's solicitor to prepare a formal legal Agreement.

RESOLVED: *That the Town Clerk, in consultation with the Leader and Deputy Leader, be authorised to formalise an Agreement between the Council and the Christ Church PCC on the basis as set out in the agenda report.*

70 PAYMENT OF ACCOUNTS

RESOLVED: *That payment of accounts be approved and confirmed for accounts as listed for the period 1 September 2002 to 30 September 2002 in the sum of £60,346.42 General Account and in the sum of £239.54 Imprest Account.*

71 TENDER OPENING – CHRISTMAS LIGHTS

It was reported that tenders were opened on 18 October 2002 and in accordance with Standing Orders as to contracts the lowest tender received from Derryford Electrical in the sum of £8,625 had been accepted.

RESOLVED: *That the report be noted.*

72 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.*

73 OFFICE ACCOMMODATION

Consideration was given to the confidential report and recommendations relating to City Council office accommodation.

RESOLVED: *That the Council pursues negotiations to lease additional office accommodation as detailed in the agenda report, and delegated authority be given to a sub-committee comprising the Leader of Council, Deputy Leader, and Minority Group Leader, to agree terms for such a lease.*

THERE BEING NO FURTHER BUSINESS THE MAYOR DECLARED THE MEETING CLOSED AT 9 PM

Lichfield City Council
Minutes of a Meeting held in Guildhall, Lichfield, on Monday 2 December 2002

PRESENT: The Right Worshipful the Mayor (Councillor Mrs D English), and Councillors Mrs J A Allsopp, Mrs M K Barratt, M R Bennett, J R Brooks, D A Connolly, B D Diggle, Mrs V A Diggle, D P A Dundas, Mrs J M Eagland, K Edwards, Mrs L M D Edwards, T V Finn, C Greatorex, Mrs A H R Johnson, 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 M F E Baker, P A Barrett, Mrs M G Boyle, N T Guest, J R T Mercer and A J Wilkins

74 MAYOR'S ANNOUNCEMENTS

- a) The Mayor reported on civic and other engagements she had attended including Remembrance Sunday, the Mayor and Sheriff's Charity Ball on 15 November 2002, and the Switch-on of the Christmas Lights on 28 November 2002 with David Suchet and the winners of the Children's Competition.
- b) The Mayor advised members of Council that Councillor J R T Mercer, Councillor A J Wilkins and Mr Gerald Boyle were either in hospital or recovering at home after a stay in hospital.

RESOLVED: *That the best wishes of Council be sent to Councillor J R T Mercer, Councillor A J Wilkins and Mr Gerald Boyle for a speedy return to full health.*

75 COUNCIL MINUTES

RESOLVED: *That the Minutes of the City Council Meeting held on 28 October 2002 (57 – 73) be confirmed and signed as a correct record.*

76 PLANNING APPLICATIONS COMMITTEE

RESOLVED: *That the Minutes of the Planning Applications Committee Meetings held on 10 October 2002 and 31 October 2002 be received.*

77 JOHNSON BIRTHPLACE ADVISORY COMMITTEE

RESOLVED:

- 1 *That the Minutes of the Johnson Birthplace Advisory Committee held on 18 November 2002 be received*
- 2 *That the Birthplace Forward Plan 2003 – 2006 be received and the Museums and Heritage Officer be thanked for her work in preparing the Forward Plan.*

78 REPORT OF MUSEUMS AND HERITAGE OFFICER

Consideration was given to the Museum and Heritage Officer's Report dated November 2002.

RESOLVED:

- 1 *That the Museum and Heritage Officer's Report be noted.*
- 2 *That subject to satisfactory confirmation of security, insurance arrangements, and display conditions, the Dandridge pastel portrait of Garrick as Richard III (Accession No. 2001.67) be loaned to the Holburne Museum of Art, Bath, for its Garrick Exhibition in 2003.*

79 NALC AND SPAC REPORTS FROM COUNCILLOR MRS BAKER

Consideration was given to Councillor Mrs Baker's report on:

- a) NALC Committee Meeting, 17 October 2002
- b) Staffordshire Parish Councils' Association Annual Meeting, 19 October 2002

RESOLVED: *That Councillor Mrs Baker be thanked and the reports be noted.*

80 APPOINTMENT OF LEA GOVERNOR

Consideration was given to the agenda report relating to the nomination of an LEA Governor to serve on the Governing Body of St Michael's CE Primary School.

RESOLVED: *That (subject to her indicating her willingness to be nominated) Mrs J Wesson (current Governor) be nominated to the Governing Body of St Michael's CE School.*

81 COMMUNITY STRATEGY

Consideration was given to the agenda report and recommendations relating to the District Council's progress on preparation of the Community Strategy and the establishment of a Local Strategic Partnership Board.

The report detailed the work of the Steering Group established at the previous Stakeholder Conference in March and the proposals produced by the Steering Group for various Area Forums and theme-based partnerships feeding into the Local Strategic Partnership Board.

RESOLVED:

- 1** *That the Report be received.*
- 2** *That representations be made to Lichfield District Council that each Area Forum nominate a Parish Council representative for the Local Strategic Partnership Board.*

82 TWINNING VISITS FUND

Consideration was given to the agenda report on:

- a) an application from the Lichfield King Edward VI Table Tennis Club seeking financial assistance for hosting a visit from a Sainte Foy table tennis team
- b) the wider issue of financial assistance for twinning visits and the establishment of a twinning grant fund.

RESOLVED:

- 1** *That the Council establish a twinning grant fund to operate as set out in the agenda report items a – e.*
- 2** *That the sum of £600 be allocated to the Twinning Grant Fund for the remainder of the current financial year.*
- 3** *That the Council agree the first payment from the fund to be a grant of £150 to the Lichfield King Edward VI Table Tennis Club to assist with the special expenses to be incurred by that Group in hosting the Sainte Foy Table Tennis Club, Easter 2003.*

83 GROUNDS MAINTENANCE CONTRACT

Consideration was given to the Town Clerk's report which indicated that the current Grounds Maintenance Contract ended on 20 March 2003 and that a new Grounds Maintenance Contract was currently being prepared which incorporated the following changes:

- a) The contract be for 5 years
- b) The contract to commence 1 April 2003 [a short extension to be negotiated on the existing contract from 20 March to 31 March 2003].
- c) Various items of 'higher grade work' would be included as 'provisional items' which would not necessarily form part of the contract let.

RESOLVED: *That the report be noted.*

84 PAYMENT OF ACCOUNTS

RESOLVED: *That payment of accounts be approved and confirmed for accounts as listed for the period 1 October 2002 to 31 October 2002 in the sum of £73,570.61 General Account and in the sum of £203.56 Imprest Account.*

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

Lichfield City Council
Minutes of a Meeting held in Guildhall, Lichfield, on Monday 27 January 2003

PRESENT: The Right Worshipful the Mayor (Councillor Mrs D English), and Councillors Mrs J A Allsopp, Mrs M F E Baker, Mrs M K Barratt, P A Barrett, M R Bennett, Mrs M G Boyle, D A Connolly, B D Diggle, Mrs V A Diggle, D P A Dundas, Mrs J M Eagland, T V Finn, C Greatorex, Mrs A H R Johnson, 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 R J Wingrove.

APOLOGIES: Councillors J R Brooks, Mrs L M D Edwards, K Edwards, N T Guest, J R T Mercer and J N Wilks
 MEMBERS STOOD IN SILENCE IN MEMORY OF COLIN BAYLEY (FORMER LICHFIELD POLICE INSPECTOR); KEN BROWNLOW (TOWN CLERK OF THE FORMER LICHFIELD CITY COUNCIL AND CLERK TO THE CHARTER TRUSTEES); AND JIM HOPPING (FORMER MAYOR & SHERIFF)

85 MAYOR'S ANNOUNCEMENTS

The Mayor reported on civic and other engagements she had attended including the Mayor's Carol Service on 18 December 2002 and the Formal Opening of the Winter Term of the High Court in Stafford on 14 January 2003

86 COUNCIL MINUTES

RESOLVED: *That the Minutes of the City Council Meeting held on 2 December 2002 (74 – 84) be confirmed and signed as a correct record.*

87 PLANNING APPLICATIONS COMMITTEE

RESOLVED: *That the Minutes of the Planning Applications Committee Meetings held on 21 November 2002 and 12 December 2002 be received.*

88 REPORT OF TWINNING OFFICER

Consideration was given to the report of the Twinning Officer, dated 9 January 2003.

RESOLVED: *That the Twinning Officer be thanked and the report be noted.*

89 REPORT OF OUTSIDE SERVICES OFFICER

Consideration was given to the report of the Outside Services Officer, dated 15 January 2003.

RESOLVED: *That the Outside Services Officer be thanked and the report be noted.*

90 REPORT ON LARGER LOCAL COUNCILS ASSEMBLY 2002

Consideration was given to Councillor Mrs Baker's report on the Larger Local Councils' 2002 Assembly.

RESOLVED: *That Councillor Mrs Baker be thanked and the report be noted.*

91 VACANCY ON SPCA EXECUTIVE COMMITTEE FOR LICHFIELD DISTRICT

Consideration was given to the agenda report which indicated that Staffordshire Parish Councils' Association had advised that there was a vacancy on the Executive Committee of SPCA for the Lichfield District.

RESOLVED: *That no nominations be made.*

92 QUALITY PARISH STATUS SEMINAR – TUESDAY 18 MARCH 2003

RESOLVED: *That Councillor Mrs M F E Baker, and the Town Clerk be appointed to attend the Quality Parish Status Seminar in London on Tuesday, 18 March 2003.*

93 NLI TRANSPORT AND ENVIRONMENTAL TOPIC GROUP

Consideration was given to the agenda report which indicated that the Transport and Environmental Topic Group of the North Lichfield Initiative was seeking a member representative from the City Council to serve on this Topic Group.

RESOLVED: *That Councillor T V Finn be appointed as the City Council representative to serve on the Topic Group to June 2003 initially, and thereafter the appointment be determined annually at the June Council Meeting under 'Appointment of Representatives on Outside Bodies'.*

94 450th ANNIVERSARY OF THE CHARTER FOR THE CITY AND COUNTY OF LICHFIELD

Consideration was given to the agenda report which indicated that 2003 marked the 450th Anniversary of Queen Mary's Charter of 15 December 1553 which created the 'City and County' of Lichfield and the office of Sheriff for the new 'City and County'.

It was noted that:

- a) correspondence had been received from the Lichfield Shrievalty Association that the Association wished to commemorate the anniversary.
- b) initial enquiries had been made for a Commemorative Service incorporated into the 5.30 pm Evensong Service at Lichfield Cathedral, on Saturday, 13 December 2003.

RESOLVED: *That the Council make suitable arrangements, as outlined in the agenda report, to commemorate the 450th Anniversary of Queen Mary's Charter.*

95 LICHFIELD 2000 SCULPTURE – VISION AND YOUTH

Consideration was given to the agenda report which indicated that the Lichfield 2000 Sculpture Committee had obtained planning permission to site the Sculpture *Vision and Youth* on the new roundabout at Birmingham Road/The Friary, Lichfield.

It was noted that the Sculpture Committee had offered 'continued ownership of the statue to Lichfield City Council on completion', and that the letter also stated that they had written similarly to Staffordshire County Council and Lichfield District Council.

RESOLVED:

- 1 *That the City Council considers the offer of future ownership of the statue in liaison with Lichfield District Council and Staffordshire County Council.*
- 2 *That the City Council reaffirms that, although it welcomes the additional piece of public sculpture, it considers the proposed site on Birmingham Road roundabout would be unworthy for this not inconsiderable work of art.*

[Councillors C Greatorex and A D Thompson declared a personal interest in this item]

96 BIRTHPLACE CCTV

Consideration was given to the agenda report which indicated that the current Birthplace Forward Plan included installation of a CCTV system in the Museum. It was noted that the order placed for this work was in the sum of £10,975 and that a grant had been offered from the West Midlands Regional Museums Council for 40% so that the net cost to the Council would be £6,585.

It was also noted that although 3 quotations had been obtained, the placing of the order did not comply with Financial Standing Orders insofar as 3 sealed tenders were not obtained for works exceeding £8,000 in value.

RECOMMENDED: *That the report be noted and the actions taken be endorsed.*

97 STANDING ORDERS AS TO CONTRACTS – PROPOSED AMENDMENTS

Consideration was given to the agenda report relating to proposed amendments to Standing Orders.

RESOLVED: *That the Council adopts amended Financial Standing Orders as to contracts as shown in agenda Appendix 6.*

98 GRANT TO LICHFIELD DISTRICT COUNCIL PLAYSCHMES IN LICHFIELD CITY

Consideration was given to a letter dated 29 November 2002 from Lichfield District Council which reported on the success of the Summer Playschemes held in 2002. It was noted that the Council made an annual funding contribution to the Scheme and a sum of £2,400 had been included in the Council's grants' budget for 2003/04.

RESOLVED: *That the Council confirms a grant of £2,400 to be made to Lichfield District Council towards the cost of the Playschemes to be held in Lichfield, Summer 2003. The grant to be made from the Council's 2003/04 budget.*

99 LICHFIELD DISTRICT CREDIT UNION FUNDING

Consideration was given to a letter dated 14 January 2003 from Lichfield District Council which outlined progress on development of a Lichfield Credit Union. It was noted that a sum of £2,000 had been made towards this scheme in the current year and that a similar contribution was sought for 2003/04.

RESOLVED: *That the Council earmark a contribution of £2,000 from its 2003/04 budget towards implementation of the Lichfield Credit Union, this sum to be payable on Scheme Registration.*

[Councillors Mrs M K Barratt and T V Finn declared a personal interest in this item] [Councillor R J Wingrove declared a prejudicial interest in this item and left the room during the consideration and voting thereon]

100 YOUTH CONSULTATIVE GROUP

Consideration was given to the agenda report which indicated that the Council's Youth Consultative Group had a budget of £5,000 for the current year and that the total spent/earmarked at present was £1,755.

It was noted that from the remaining budget of £3,245, the YCG proposed to undertake a further Activity Camp in March at a cost of approximately £1,000, and that the Group was also seeking to purchase a laptop computer, printer, and suitable software at a cost of approximately £1,500. The Computer would remain the property of the City Council, and be held by the adult Leader of the Group.

RESOLVED: *That the Council approve spending by the YCG on an Activity Camp, laptop computer, printer and software, within the YCG approved budget provision for 2002/03.*

101 ST CHADS WELL COTTAGE PROJECT

Consideration was given to a letter dated 15 January 2003 from the Rector of St Chads seeking permission for the Council to allow access to the churchyard from the City Council owned allotments on Netherstowe. It was noted that the access was required in connection with ongoing usage and parking for a proposed new Centre on the Well Cottage site.

It was also noted that the allotments were presently leased to the Lichfield & District Allotments and Home Gardens Society on a 7-year lease until September 2006 and that the consent of the Allotment Society, as tenants, would therefore be required.

RESOLVED:

- 1 *That the Council indicate its support in principle for the proposal and seek further details from St Chad's as to the detailed design of the upgrade access and parking*
- 2 *That the Council seek the consent of the Lichfield & District Allotments and Home Gardens Society, as tenants, to the proposal.*

102 DISTRICT AND PARISH ELECTIONS – 1ST MAY 2003 – PROPOSED POLLING STATIONS

Consideration was given to a letter dated 20 December 2002 from Lichfield District Council requesting the City Council's comments on the proposed polling stations to be used at the District and Parish Elections on 1 May 2003.

RESOLVED: *That Lichfield District Council be advised that no changes be recommended to the proposals for the May 2003 election, but that early consultation be requested following these elections to see whether any improvements could be made.*

103 WALSALL ROAD HALL – BUSINESS PLAN

Further to Minute No 135 (15 April 2002) consideration was given to the draft Walsall Road Business Plan.

It was noted that the next stages would be to obtain more detailed designs, undertake public consultation on these, and establish a 'shadow' Management Committee.

RESOLVED:

1. *That the Council adopt the Business Plan as a working document, subject to review as detailed design and management arrangements were established.*
2. *That the hall be known as the 'Darwin Hall'.*

104 MARKET RENTS**a) Friday Market**

RESOLVED: *That the Friday Charter Market stall rental increase to £17.50 per 8 foot stall with effect from 1 April 2003.*

b) Farmers' Market

RESOLVED: *That the Farmers' Market stall rental increase to £17.50 with effect from 1 April 2003.*

c) Tuesday Market

RESOLVED: *That with effect from 1 April 2003 rental on the Tuesday Charter Market be £9.20 per 8 foot stall x 7 foot depth (minimum charge) plus £1.10 per foot extra frontage, and 10p per square foot for additional depth of stall.*

105 GUILDHALL ROOM HIRE CHARGES

Consideration was given to the agenda report and recommendations which proposed minor amendments to the charges for hire of Guildhall accommodation from 1 April 2003.

RESOLVED: *That Guildhall hire charges with effect from 1 April 2003 be as detailed in agenda Appendix 11b.*

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

**106 BUDGET ESTIMATES 2003/2004
INCLUDING FINANCIAL PROGRESS REPORT 1 APRIL TO 31 DECEMBER 2002)**

Consideration was given to:

a) Financial Progress Report for the period 1 April to 31 December 2002

b) The budget estimates for 2003/04 financial year

RESOLVED:

- 1** *That the Financial Progress Report for the period 1 April to 31 December 2002 be noted.*
- 2** *That the budget estimates as circulated with the Agenda be approved and a sum of £477,000 be precepted for the financial year 2003/04.*

107 COMPLETION OF AUDIT

Consideration was given to the Agenda report and Audit Statement relating to the Audit of Accounts for the year ended 31 March 2002, together with a Report from the Council's Responsible Financial Officer.

RESOLVED: *That the Audit Statement and report be noted.*

108 PAYMENT OF ACCOUNTS

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

- a)** *1 November 2002 to 30 November 2002 in the sum of £35,066.50 General Account and £412.51 Imprest Account.*
- b)** *1 December 2002 to 31 December 2002 in the sum of £41,820.95 General Account and £399.15 Imprest Account.*

109 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.*

110 GROUNDS MAINTENANCE CONTRACT – RECEIPT OF TENDERS

Consideration was given to the agenda report relating to tenders received for the Council's Grounds Maintenance Contract 2003 – 2008. It was noted that the lowest tender received from Lichfield District Services in the sum of £74,615.08 had been accepted.

RESOLVED: *That the report be noted.*

111 OFFICE ACCOMMODATION

Consideration was given to the agenda report relating to City Council office accommodation.

RESOLVED: *That the Council give delegated authority to the Sub-Committee comprising the Leader, Deputy Leader and Minority Group Leader, to make all necessary arrangements for the required refurbishment and layout works to the new office accommodation at 53 Wade Street within the Council's approved budget for these works.*

112 SHORTBUTTS LANE - SALE PRICE AND SALE PROCESS

Consideration was given to the agenda report and recommendations relating to the sale of land at Shortbutts Lane.

RESOLVED:

1. *That further to Minute No.12 of 16 May 2002, the Council agrees that the sale procedures outlined in the Agenda report will provide for the land to be sold at a satisfactory sale price.*
2. *That to facilitate the joint sale of the Council's land, in conjunction with land in various other ownerships, the Council's Standing Orders as to tenders be waived in respect of the sale, and replaced by the sale and tender procedure as outlined in the Agenda report.*

113 ACCOUNTS TO BE WRITTEN OFF – INVOICE NO 8714

RESOLVED: *That Invoice No. 8714 in the sum of £268.20 plus VAT be 'written off' as irrecoverable.*

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

MAYOR

Lichfield City Council**Minutes of a Meeting of Lichfield City Council held in Guildhall, on Monday, 31 March 2003**

PRESENT:The Right Worshipful the Mayor (Councillor Mrs D English), and Councillors Mrs J A Allsopp, Mrs M F E Baker, Mrs M G Boyle, J R Brooks, D A Connolly, B D Diggle, D P A Dundas, Mrs J M Eagland, T V Finn, C Greatorex, Mrs A H R Johnson, 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: Mrs M K Barratt, P A Barrett, M R Bennett, Mrs V A Diggle, K Edwards, Mrs L M D Edwards, N T Guest and J R T Mercer.

114 MAYOR'S ANNOUNCEMENTS

The Mayor reported on civic and other engagements she had attended including the Speaking Competition on 7 February 2003, the Sheriff's Darwin Walk on 9 February 2003, the Opening of the Shrovetide Fair on 4 March 2003, and the Mayor and Sheriff's Entertainment and Tea at Curborough Community Centre on 25 March 2003.

115 COUNCIL MINUTES

RESOLVED: *That the Minutes of the City Council Meeting held on 27 January 2003 (85 – 113) be confirmed and signed as a correct record.*

116 PLANNING APPLICATIONS COMMITTEE

RESOLVED: *That the Minutes of the Planning Applications Committee Meetings held on 9 January 2003 and 19 February 2003 be received.*

117 NOMINATIONS FOR CIVIC OFFICE 2003/2004**a) Mayor Elect**

It was proposed by Councillor T V Finn, seconded by Councillor D A Connolly, and

RESOLVED: *That Councillor Mark Andrew Warfield be nominated Mayor Elect for the year 2003/2004.*

b) Deputy Mayor Elect

It was proposed by Councillor Mrs Doris English, seconded by Councillor Mrs J A Allsopp, and

RESOLVED: *That Councillor Mrs Muriel Gwyneth Boyle be nominated Deputy Mayor Elect for the year 2003/2004.*

c) Sheriff Elect

It was proposed by Councillor J N Wilks, seconded by Councillor D A Connolly, and

RESOLVED: *That Councillor Mrs Janet May Eagland be nominated Sheriff Elect for the year 2003/2004.*

118 GRANTS ADVISORY COMMITTEE

Consideration was given to the Minutes of the Grants Advisory Committee held on 13 February 2003.

RESOLVED: *That the Minutes of the Grants Advisory Committee Meeting held on 13 February 2003 be received, and the recommendations contained therein be adopted.*

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

- City of Lichfield Concert Band – N I Pallett, J N Wilks
- Guild of St Mary's Centre – Mrs A H R Johnson, N I Pallett, J N Wilks
- Johnson Society – Mrs D English
- Lichfield Adventure Playcare Association – T V Finn, A J Wilkins
- Lichfield District Arts Association – B M Pretty
- Lichfield District Committee, NSPCC – A D Thompson

Lichfield & District Live at Home Scheme – T V Finn, A J Wilkins
 Lichfield Greenhill Bower – T V Finn, M A Warfield, A J Wilkins, J N Wilks
 Lichfield Shrievally Association - B D Diggle, Mrs D English, T V Finn, A D Thompson,
 M A Warfield, J N Wilks
 Lichfield Youth Theatre – Mrs A H R Johnson
 Voluntary Transport for the Disabled – J N Wilks
 Worshipful Company of Smiths – T V Finn, Mrs A H R Johnson, J N Wilks

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

Guild of St Mary's Centre – B D Diggle, Mrs J M Eagland
 Johnson Society – B D Diggle
 Lichfield Greenhill Bower – Mrs M F E Baker, T V Finn, B S White
 Lichfield Adventure Playground Association – D A Connolly, T V Finn
 Lichfield Area Lifeboat Branch – Mrs D English
 Lichfield Citizens Advice Bureau – Mrs J M Eagland
 Lichfield & District CVS – Mrs J M Eagland, T V Finn
 Lichfield & District CVS – Centre for Volunteering – Mrs J M Eagland, T V Finn
 Lichfield & Hatherton Canals Restoration Trust – D P A Dundas, Mrs D English
 Lichfield International Arts Festival – D P A Dundas
 Lichfield Mysteries – Mrs M F E Baker
 Lichfield Twinning Association – B D Diggle, Mrs D English, T V Finn
 NSPCC - Mrs J M Eagland

119 NALC LARGER LOCAL COUNCILS' COMMITTEE – REPRESENTATIVE'S REPORT

RESOLVED: *That this item be withdrawn.*

120 REPORT OF MUSEUMS AND HERITAGE OFFICER

Consideration was given to the report of the Museums and Heritage Officer, dated March 2003.

RESOLVED: 1. *That the Museums and Heritage Officer be thanked and the report be noted.*

2. *That subject to satisfactory confirmation of security, insurance arrangements, and display conditions, the copy of the Benjamin Van Der Gucht portrait of 'Garrick in regalia as the Steward of the Jubilee' (Accession No.2001.137) be loaned to the Holburne Museum of Art, Bath, for its Garrick Exhibition in 2003.*

121 CALENDAR OF MEETINGS

RESOLVED: *That the Calendar of Meetings for 2003/2004 be as follows:*

2003	Thursday, 1 May	District and Parish Elections
	Saturday, 10 May	Information Day for Councillors
	Monday, 12 May	ANNUAL COUNCIL
	Wednesday, 21 May	ANNUAL TOWN MEETING
	Thursday, 22 May	PAC
	Monday, 9 June	COUNCIL
	Thursday, 12 June	PAC
	Thursday, 3 July	PAC
	Monday, 21 July	COUNCIL
	Thursday, 24 July	PAC
	Thursday, 28 August	PAC
	Thursday, 18 September	PAC
	Monday, 29 September	COUNCIL
	Thursday, 9 October	PAC
	Monday, 27 October	COUNCIL
	Thursday, 30 October	PAC
	Thursday, 20 November	PAC

	<i>Monday, 1 December</i>	COUNCIL
	<i>Wednesday, 10 December</i>	PAC
2004	<i>Thursday, 8 January</i>	PAC
	<i>Monday, 26 January</i>	COUNCIL
	<i>Thursday, 29 January</i>	PAC
	<i>Thursday, 12 February</i>	Grants Advisory Committee
	<i>Wednesday, 18 February</i>	PAC
	<i>Monday, 8 March</i>	COUNCIL
	<i>Thursday, 11 March</i>	PAC
	<i>Thursday, 1 April</i>	PAC
	<i>Monday, 19 April</i>	COUNCIL
	<i>Tuesday, 20 April</i>	PAC
	<i>Wednesday, 12 May</i>	PAC
	<i>Wednesday, 19 May</i>	ANNUAL COUNCIL
	<i>Wednesday, 26 May</i>	ANNUAL TOWN MEETING

122 LICHFIELD DISTRICT COUNCIL'S BEST VALUE REVIEW OF MARKET OPERATION

Consideration was given to the agenda report and recommendations which indicated that Lichfield District Council had recently undertaken a Best Value review of its markets' service, the main conclusion of which was that the markets' service should transfer to Lichfield City Council.

A copy of the District Council's Best Value Review of the Market was circulated with the agenda.

RESOLVED: *That the Council enters into negotiations with the District Council for the transfer of the Friday and Saturday Market operations, and a subsequent report be submitted to Council on the proposed details of such transfer.*

123 FUTURE OWNERSHIP OF STATUE – VISION AND YOUTH

Further to Minute No.95 (27 January 2003) consideration was given to the agenda report and recommendation which indicated that Staffordshire County Council wished to decline the offer of ownership of the Statue, but that Lichfield District Council had agreed, "that the Lichfield 2000 Sculpture Committee be informed that in the event of Lichfield City Council declining to take responsibility for the statue, that Lichfield District Council would be willing to do so."

RESOLVED: *That the Council indicate to the Lichfield 2000 Sculpture Committee that it would accept future ownership of the Statue 'Vision and Youth' if a suitable site was found on City Council owned land, but would otherwise recommend acceptance of the District Council's offer of ownership of the statue.*

124 TREE NURSERY, CHRISTCHURCH ALLOTMENTS – RENEWAL OF LICENCE

Consideration was given to the agenda report and recommendations, which indicated that in January 1998 the City Council had agreed to grant a licence to Lichfield District Council to use the northern part of the Christchurch allotments as a tree nursery for the period to 31 March 2001 and that the licence had subsequently been extended to July 2003. The District Council had now requested a further extension for a minimum period of 3 years.

RESOLVED: *That the Council extend the Christchurch nursery licence to Lichfield District Council up to July 2006 on the same terms and conditions as at present.*

125 QUALITY PARISH COUNCILS

Consideration was given to the agenda report and recommendations relating to the Government's Quality Parish Councils Scheme which had been announced recently.

It was noted that the Scheme originated in the Rural White Paper of November 2000 and that preparation of details of the Scheme and the relevant tests had taken some time to prepare but would now commence on 1 April 2003.

Copies of the following documents were circulated with the agenda:

- a) The Government's Press Release on the announcement
- b) An overview of the Scheme together with details of the 7 tests and their respective elements

- c) Details of items to be included in the Clerk's portfolio

RESOLVED: 1. *That the Council welcomes the Quality Parish Status scheme, and undertakes to fulfil the relevant criteria set in the 7 tests of Quality Status in order to achieve accreditation as a 'Quality Parish' at the earliest practical opportunity.*

2. *That the Council provides two public notice boards, one at the Dimbles shops and one at the Boley Park shopping centre.*

126 ACCOUNTS AND AUDIT REGULATIONS 2003

Consideration was given to correspondence received from the office of the Deputy Prime Minister regarding the outcome of consultations on the draft Accounts and Audit Regulations 2003 together with a copy of the Statutory Instrument and accompanying Guidance Notes.

RESOLVED: *That the report be noted.*

127 PAYMENT OF ACCOUNTS

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

a) *1 January 2003 to 31 January 2003 in the sum of £59,204.52 General Account and £399.29 Imprest Account.*

b) *1 February 2003 to 28 February 2003 in the sum of £55,104.88 General Account and £464.77 Imprest Account.*

THERE BEING NO FURTHER BUSINESS THE MAYOR DECLARED THE MEETING CLOSED AT 8.30 PM

Lichfield City Council
Minutes of the Annual Meeting of Lichfield City Council held in Guildhall, Lichfield,
on Monday, 12 May 2003 at 6.30 pm

PRESENT: Councillors J Anketell, Mrs N Bacon, Mrs M K Barratt, M R Bennett, G Boyle, Mrs M G Boyle, J R Brooks, B D Diggle, Mrs V A Diggle, D P A Dundas, Mrs J M Eagland, Mrs D English, M Fryers, C Greatorex, I Jackson, C Lamb, D R R Prentis, B M Pretty, Mrs E C Roe, Mrs F W Royle, Mrs M Stockdale, M Taylor, A D Thompson, B S White, A J Wilkins, and J N Wilks.

APOLOGIES: Councillors Mrs J A Allsopp, J Smith

1 ELECTION OF MAYOR

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

RESOLVED: *That Councillor B S White be elected Mayor of the City to hold office until the election of a successor at the Annual Meeting of Council in May 2004*

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 D English, seconded by Councillor Mrs N Bacon, and

RESOLVED: *That Councillor Mrs M G Boyle be appointed Deputy Mayor to hold office until the election of Mayor at the Annual Meeting of Council in May 2004.*

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 J N Wilks, seconded by Councillor A D Thompson and

RESOLVED: *That Councillor Mrs J M Eagland be elected Sheriff of the City until the election of a successor at the Annual Meeting of Council in May 2004.*

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 Prebendary John Ridyard would be his Chaplain during his term of office.

6 VOTE OF THANKS TO RETIRING MAYOR

It was proposed by Councillor C Greatorex, seconded by Councillor Mrs M G Boyle and

RESOLVED: *That the best thanks of the citizens be accorded to Councillor Mrs D English for her valuable and outstanding services as Mayor during the year 2002/03.*

Councillor Mrs English 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 J N Wilks, seconded by Councillor B S White and

RESOLVED: *That the best thanks of the citizens be accorded to Councillor B D Diggle for his valuable and outstanding services as Sheriff during the year 2002/03.*

Councillor Diggle responded in suitable terms and paid tribute to members of the Council 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 Consort, and Sheriff's Consort.

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 C Greatorex, seconded by Councillor M Fryers, and

RESOLVED: That Councillor A D Thompson be appointed Leader of Council until the appointment of a successor at the Annual Meeting of Council in 2004.

11 APPOINTMENT OF DEPUTY LEADER OF COUNCIL

It was proposed by Councillor B D Diggle, seconded by Councillor Mrs D English, and

RESOLVED: That Councillor J N Wilks be appointed Deputy Leader of Council until the appointment of a successor at the Annual Meeting of Council in 2004.

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

Lichfield City Council
Minutes of a Meeting of Lichfield City Council held in Guildhall, on Monday, 9 June 2003

PRESENT: The Right Worshipful the Mayor (Councillor B S White), and Councillors Mrs J A Allsopp, J Anketell, Mrs N Bacon, Mrs M K Barratt, M R Bennett, G Boyle, Mrs M G Boyle, J R Brooks, B D Diggle, D P A Dundas, Mrs J M Eagland, Mrs D English, M J Fryers, C Greatorex, I A Jackson, C A Lamb, D R R Prentis, B M Pretty, Mrs F W Royle, J A Smith, Mrs M E Stockdale, M N Taylor, A D Thompson, A J Wilkins and J N Wilks.

APOLOGIES: Mrs V A Diggle and Mrs E C Roe.

12 MAYOR'S ANNOUNCEMENTS

The Mayor reported on civic and other engagements he had attended since being elected Mayor on 12 May 2003 including the Mayor's Sunday Service, Bower Sunday Service, Court of Arroye, and Bower Procession.

13 MINUTES OF COUNCIL MEETING

RESOLVED: *That the Minutes of the City Council Meeting held on 31 March 2003 (114 – 127) 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 12 May 2003 (1 – 11) be confirmed and signed as a correct record.*

15 PLANNING APPLICATIONS COMMITTEE

RESOLVED: *That the Minutes of the Planning Applications Committee Meeting held on 3 April 2003 be received.*

16 OFFICE ACCOMMODATION WORKING PARTY

Consideration was given to the Minutes of the Office Accommodation Working Party held on 3 April 2003.

RESOLVED: *That the Minutes of the Office Accommodation Working Party held on 3 April 2003 be received.*

17 CONSTITUTION OF COMMITTEES, WORKING PARTIES AND ADVISORY COMMITTEES

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

a) *Planning Applications Committee*

All members of Council.

b) *Tender Opening Sub-Committee*

*Mayor, Deputy Mayor, Leader of Council, Deputy Leader of Council
 Principal Minority Group Leader OR Deputy Leader (as observer)
 Minority Group Leader (as observer)*

c) *Best Value/Quality Parish Councils Working Party*

4 Majority Group (Councillors Mrs N Bacon, D P A Dundas, D R R Prentis and B S White)

1 Principal Minority Group (Councillor Mrs M K Barratt)

1 Minority Group (Councillor J A Smith)

- d) **Grants Advisory Committee**
 5 Majority Group (Councillors Mrs M G Boyle, C A Lamb, A D Thompson, B S White and J N Wilks)
 2 Principal Minority Group (Councillors M R Bennett and M N Taylor)
 1 Minority Group (Councillor J Anketell)
- e) **Johnson Birthplace Advisory Committee**
 3 Majority Group (Councillors B D Diggle, Mrs V A Diggle and Mrs F W Royle)
 1 Principal Minority Group (Councillor Mrs M K Barratt)
 1 Minority Group (Councillor Mrs M Stockdale)
 1 Johnson Society (appointed by Society)
 1 Johnson Friends (appointed by Friends)
- f) **Youth Consultative Group**
 4 Majority Group (Councillors Mrs V A Diggle, Mrs J M Eagland, M J Fryers and Mrs F W Royle)
 1 Principal Minority Group (Councillor M N Taylor)
 1 Minority Group (Councillor Mrs E C Roe)
- g) **Arts Centre Working Party**
RESOLVED: That this Working Party be disbanded.
- h) **Office Accommodation Sub-Committee**
RESOLVED: That this Sub-Committee be disbanded.
- i) **Internal Audit Working Party**
 4 Majority Group (Councillors D P A Dundas, C Greatorrex, A D Thompson and J N Wilks)
 1 Principal Minority Group (Councillor A J Wilkins)
 1 Minority Group (Councillor I A Jackson)

18 APPOINTMENT OF REPRESENTATIVES

a) General

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

b) LEA Governors

RESOLVED: That the undermentioned nominations be made to the Governing Bodies indicated:

St Michael's C E (C) Councillor Mrs J M Eagland
St Chad's CE (C) Primary – Councillor B S White
King Edward VI High School – Councillor B D Diggle
The Friary High School – Councillors Mrs V A Diggle and M J Fryers
Queen's Croft Special School – Councillor Mrs N Bacon

19 NALC ANNUAL NATIONAL CONFERENCE – 3 TO 5 OCTOBER 2003

Consideration was given to the agenda report relating to the National Association of Local Councils Conference to be held in Cardiff from 3 – 5 October 2003.

RESOLVED:

- 1 That Councillor A D Thompson be appointed to attend the NALC National Conference 2003, and the Council meets the costs of the delegate fee, accommodation, conference dinner, subsistence and travel expenses.

- 2 ***That Councillor A D Thompson be nominated to serve on the Larger Local Councils Committee.***

20 **REPORT OF TWINNING OFFICER**

Consideration was given to the report of the Twinning Officer, dated 22 May 2003.

RESOLVED: *That the Twinning Officer be thanked, and the report be noted.*

[Councillor B M Pretty declared a personal interest in various items in this report]

21 **SOUTHERN STAFFORDSHIRE CHAMBER OF COMMERCE AND INDUSTRY**

Consideration was given to the agenda report and correspondence received from the Southern Staffordshire Chamber of Commerce and Industry inviting the Council to join the Lichfield Division of the Chamber.

Following discussion on this item it was:

RESOLVED: *That the Council become members of the Southern Staffordshire Chamber of Commerce and Industry (Lichfield Division) for a trial period of 12 months initially, and the situation be reviewed thereafter.* [Voting: For 19, Against 5]

[Councillor D P A Dundas declared a personal interest in this item]

22 **LICHFIELD TOWNSAFE CRIME REDUCTION INITIATIVE**

Consideration was given to the agenda report which indicated that as part of the 'Townsafe' Scheme, Lichfield Police were seeking to establish a Lichfield Townsafe Crime Reduction Initiative. It was noted that a Management Committee and Steering Group would be set up and a copy of the outline Constitution was circulated with the Agenda.

It was noted that the City Council's practical support had been sought.

RESOLVED: *That the City Council support the Lichfield Townsafe Crime Reduction Initiative and provides the services of its Treasurer, Stan Seal, to act as Treasurer to the Crime Reduction Initiative.*

23 **LICHFIELD DISTRICT SPORT AND RECREATION STRATEGY 2002 – 2007**

Consideration was given to correspondence received from Lichfield District Council regarding its Sport and Recreation Strategy 2002 – 2007.

RESOLVED: *That the report be received.*

24 **QUALITY PARISH COUNCIL STATUS – CRITERIA TO BE MET**

Further to Minute No.125 (31 March 2003) consideration was given to the agenda report which indicated that the City Council complied with almost all of the criteria set out in the 7 tests of Quality Status, but the following elements needed to be fulfilled which were not presently met:

- a) Qualification of the Clerk
- b) Public participation at Council Meetings
- c) Effective Consultation

RESOLVED:

- 1 *That the Town Clerk prepare and submit the required portfolio.*
- 2 *That the Council adopt the procedure as set out in Agenda Appendix 7 for public participation sessions at full Council and Planning Applications Committee meetings.*
- 3 *That the Council publish information on its activities by means of a newsletter (or other suitable means through which the information was widely available) at least four times a year.*

25 LICHFIELD GARRICK THEATRE

Consideration was given to the agenda report which indicated that at the Council Meeting on 12 March 2001, it was resolved:

That the Council agree total funding of £100,000 to Lichfield District Council towards the remodelling of the Civic Hall. This to comprise:

- a) *£70,000 as a contribution towards the capital costs of the scheme*
- b) *£30,000 allocated towards the running costs of the first year of the new hall's operation.*

The funding to be allocated towards specific items in the scheme, to be agreed in ongoing discussions with Lichfield District Council.

It was noted that Lichfield District Council had suggested that it would be appropriate for the capital funding to be allocated to meet the cost of the walkways in the main auditorium

RESOLVED:

- 1** *That the Council contribute £70,000 to Lichfield District Council to meet the cost of the walkways in the main auditorium of the Lichfield Garrick Theatre.*
- 2** *That the Council contribute £30,000 to Lichfield District Council towards the general running expenses of the Lichfield Garrick in its first year of operation.*
- 3** *That these contributions be paid to Lichfield District Council in July 2003.*

[Councillors Mrs M G Boyle, B D Diggle, C Greatorex and B M Pretty declared a prejudicial interest in this item and left the room during the discussion and voting thereon]

[Councillors Mrs J A Allsopp, Mrs M K Barratt, J R Brooks, Mrs J M Eagland, D English, M J Fryers, I A Jackson, J A Smith, A D Thompson, A J Wilkins and J N Wilks declared a personal interest in this item]

26 NETHERSTOWE ALLOTMENTS – ACCESS RIGHTS

Consideration was given to the agenda report relating to outline proposals by St Chad's PCC to construct a new hall/community building on the present site of Well Cottage, with approximately 15 parking spaces in the churchyard extension at the rear of the church (and creation of a approximately pedestrian access through the churchyard to the new hall).

The report indicated that the proposed access to the parking spaces would be via the entrance to the Netherstowe Allotments which were leased to the Allotment Society by the City Council and that discussions had taken place with the Allotment Society who had indicated their agreement in principle to the proposals.

RESOLVED:

- 1** *That the Town Clerk be given authority to make all necessary arrangements between the Council, St Chad's PCC and the Allotments Society for an access right to be granted to St Chad's PCC via the allotments roadway onto Netherstowe, and for the use of a small part of the Council allotment land for creation of parking spaces.*
- 2** *That the Council's reasonable legal costs and the cost of the required works to improve the access and realign fencing etc. be met by the PCC.*

[Councillors J A Smith and A D Thompson declared a prejudicial interest in this item and left the room during the discussion and voting thereon]

27 STAFFORDSHIRE COUNTY COUNCIL – ELECTORAL ARRANGMENTS

Further to Minute No.48 (30 September 2002) consideration was given to the agenda report which indicated that the Boundary Commission had published its draft proposals on Staffordshire County Council electoral arrangements.

It was noted that in respect of the Lichfield City area the draft proposals were in accordance with the City Council's representations that all of the City ward of Stowe should be included, together with Chadsmead and Curborough city wards, as one County Electoral Division.

RESOLVED:

- 1 ***That the Council welcomes the draft proposal not to divide the City ward of Stowe in the new CEDs as this will provide CEDs that are co-terminous with City and District ward boundaries.***
- 2 ***That the Council makes a strong recommendation to the Boundary Committee that these boundaries should be adopted in its final recommendations to the Electoral Commission.*** [Voting: For 18, Against 6]

[Councillor J R Brooks declared a personal interest in this item]

28 EXTERNAL AUDIT ARRANGEMENTS

Consideration was given to the agenda report which indicated that notice had been given that following a competitive tendering exercise, KPMG had been awarded the external audit contract for five years in respect of principal audited bodies in the West Midlands. It was noted that Lichfield City Council was subject to full audit and therefore classed as a 'principal' authority for accounting purposes.

Thanks were expressed to the representatives from KPMG who had given a short presentation prior to commencement of the Council meeting.

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

29 PAYMENT OF ACCOUNTS

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

- a) ***1 March 2003 to 31 March 2003 in the sum of £88,081.96 General Account and £301.79 Imprest Account.***
- b) ***1 April 2003 to 30 April 2003 in the sum of £57,981.29 General Account and £850.96 Imprest Account.***
- c) ***1 May 2003 to 31 May 2003 in the sum of £136,848.44 General Account and £347.22 Imprest Account.***

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

Lichfield City Council
Minutes of a Meeting of Lichfield City Council held in Guildhall, on Monday, 21 July 2003

PRESENT: The Right Worshipful the Mayor (Councillor B S White), and Councillors Mrs J A Allsopp, Mrs N Bacon, Mrs M K Barratt, M R Bennett, G Boyle, Mrs M G Boyle, J R Brooks, B D Diggle, D P A Dundas, Mrs J M Eagland, M J Fryers, C Greatorex, I A Jackson, D R R Prentis, B M Pretty, Mrs E C Roe, Mrs F W Royle, J A Smith, M N Taylor, A D Thompson, A J Wilkins and J N Wilks.

APOLOGIES: Councillors J Anketell, Mrs V A Diggle and Mrs M E Stockdale.

MEMBERS STOOD IN SILENCE TO PAY TRIBUTE TO JOHN MERCER, FORMER
COUNCILLOR, MAYOR AND SHERIFF, WHO DIED ON 16 JUNE 2003.

30 MAYOR'S ANNOUNCEMENTS

The Mayor reported on civic and other engagements he had attended, including the Medieval Market and the Colonel Swinfen Broun Bowls Match.

31 MINUTES OF COUNCIL MEETING

RESOLVED: *That the Minutes of the City Council Meeting held on 9 June 2003 (12 - 29) be confirmed and signed as a correct record.*

32 PLANNING APPLICATIONS COMMITTEE

RESOLVED: *That the Minutes of the Planning Applications Committee Meeting held on 22 May 2003 and 12 June 2003 be received.*

THE MEETING ADJOURNED FOR THE PUBLIC FORUM AT THIS POINT AND THEN RESUMED

33 JOHNSON BIRTHPLACE ADVISORY COMMITTEE

Consideration was given to the Minutes of the Johnson Birthplace Advisory Committee held on 10 July 2003.

RESOLVED:

- 1** *That the Minutes of the Johnson Birthplace Advisory Committee held on 10 July 2003 be received and the recommendations contained therein be adopted.*
- 2** *That the Annual Report of the Samuel Johnson Birthplace 2002-03 be approved.*

34 REPORT OF MUSEUMS AND HERITAGE OFFICER

Consideration was given to the report of the Museums and Heritage Officer, dated July 2003.

RESOLVED: *That the Museums and Heritage Officer be thanked for her excellent report, and the report be received.*

35 AMENDMENTS TO STANDING ORDERS

A report was submitted on proposed amendments to Standing Orders.

It was noted that in accordance with Standing Order 39 any motion to add to, vary, or revoke Standing Orders shall when proposed and seconded stand adjourned without discussion to the next ordinary meeting of the Council.

36 TIME OF MEETINGS**RESOLVED:**

- 1 *That with effect from 1 August 2003 meetings of the Council and Planning Applications Committee shall commence at 6.30 pm unless otherwise directed in the summons to the Meeting.*
- 2 *That Meetings of Sub-Committees/Working Parties shall normally commence at 6.30 p.m. or at such other time as determined by the Sub Committee/Working Party or as otherwise directed in the summons to the Meeting.*

37 APPOINTMENT OF REPRESENTATIVES

RESOLVED: *That the following representatives be appointed to the undermentioned Bodies for the period indicated:*

Boley Park Community Hall Trustees
Councillor Mrs M K Barratt (until retire or replaced)

Municipal Charities
Councillor Mrs M G Boyle (until November 2004)

Staffordshire Parish Councils Association, Lichfield Area Committee
Councillor Mrs N Bacon (until June 2004)

38 STAFFORDSHIRE PARISH COUNCILS' ASSOCIATION**a) AGM and Conference - Saturday, 8 November 2003**

Consideration was given to an invitation for City Council representatives to attend the Annual General Meeting and Conference of the Staffordshire Parish Councils' Association to be held at Stafford on Saturday, 8 November 2003.

RESOLVED: *That Councillors Mrs N Bacon, G Boyle, M J Fryers, J A Smith and M N Taylor attend the Staffordshire Parish Councils' Association AGM and Conference, the City Council meeting the luncheon costs of these delegates, plus the mileage costs of 2 delegates on condition that these delegates offer transport to the other delegates attending from the Council.*

b) Motions for Debate

Consideration was given to the agenda report relating to the submission of motions for debate at the Staffordshire Parish Councils' Association AGM.

RESOLVED: *That no motions be submitted.*

39 REVIEW OF PARISH COUNCIL WARDS AND BOUNDARIES

Consideration was given to correspondence dated 20 June 2003 from Lichfield District Council relating to the review of parish council wards and boundaries. It was noted that Lichfield District Council had requested a response by 1 December 2003 and that an item would be placed on the agenda for the City Council meeting in October for detailed consideration.

40 LICHFIELD DISTRICT COMMUNITY STRATEGY

A copy of the Lichfield District Community Strategy had been circulated to members.

RESOLVED: *That the Community Strategy 2003 be received.*

41 LICHFIELD DISTRICT COMMUNITY STRATEGY – LICHFIELD AREA FORUM

Consideration was given to correspondence dated 17 June 2003 received from Lichfield District Council relating to the establishment of a Lichfield area forum.

RESOLVED:

- 1 *That the Council requests that the Lichfield area forum be based on the city boundary, excluding Streethay parish.*
- 2 *That the Council considers that the rural areas should not be artificially divided into 'north and south' but would be better served by one rural area forum, alongside one area forum for Lichfield and one area forum for Burntwood. This would also provide three area fora of approximately equal population.*
- 3 *That if self selection is to be permitted, an area would need to decide which particular area forum it would be included in, and not be able to 'straddle' the boundaries of more than one area forum.*

42 TRANSFER OF FRIDAY AND SATURDAY MARKETS OPERATION

Further to Council Minute No.122 (31 March 2003) consideration was given to the Town Clerk's Report and recommendations on the transfer of the Friday and Saturday Markets Operation.

RESOLVED: *That the Council accepts the transfer of the Markets Operation to the City Council, and authorises the Town Clerk, in consultation with the Leader and Deputy Leader, to finalise the handover arrangements.*

[Councillor Mrs M G Boyle declared a personal interest in this item]

[Councillors J R Brooks, Mrs J M Eagland and C Greatorex declared a prejudicial interest in this item and left the room during the discussion and voting thereon]

43 OUT-TURN STATEMENT 2002 – 2003

Consideration was given to the financial out-turn statement report for the year 1 April 2002 to 31 March 2003.

RESOLVED:

- 1 *That the Out-Turn Statement and Responsible Financial Officer's report be received.*
- 2 *That the underspend on budget 2002/2003 in respect of ongoing projects as detailed in the report be carried forward to 2003/2004 budget provision, as follows:*

011825	<i>New Churchyard funding</i>	<i>£6,743</i>
011855	<i>Skate Park</i>	<i>£15,000</i>
012305	<i>Youth Initiatives General +P4Y</i>	<i>£1,000</i>
077304	<i>Birthplace Supplies and Services</i>	<i>£1,696</i>
017205	<i>Consultant's Fees Local Plan</i>	<i>£3,585</i>
020600	<i>Office rent/relocation</i>	<i>£3,483</i>
040060	<i>Guildhall Repairs and Renewals</i>	<i>£8,676</i>
050040	<i>Landscape Improvement Projects</i>	<i>£7,000</i>
050042	<i>New bus shelters</i>	<i>£8,000</i>
		<hr/> <i>£55,183</i>

44 STATEMENT OF ACCOUNTS 2002/2003

Consideration was given to the Statement of Accounts 2002/2003.

RESOLVED

- 1** *That the Statement of Accounts for the year ending 31 March 2003 be received.*
- 2** *That the Treasurer sign on behalf of the Council, the letter to the auditor confirming statements on the accounts.*

45 PAYMENT OF ACCOUNTS

RESOLVED: *That payment of accounts be approved and confirmed as listed for the period 1 June 2003 to 30 June 2003 in the sum of £60,993.70 General Account and £328.18 Imprest Account.*

46 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.*

47 GUILDHALL TENDERS

Consideration was given to the confidential agenda report circulated at the meeting regarding tenders received for repair works, and installation of improved ventilation, at the Guildhall.

RESOLVED:

- 1** *That the sum of £14,000 be transferred from the General Repairs and Renewals Fund to the Guildhall Repairs and Renewals Fund.*
- 2** *That the lowest tender received from W B M Restoration Limited in the sum of £44,928.79 be accepted.*

48 MARKETS – STAFFING ISSUES

Consideration was given to the confidential agenda report relating to the staffing implications of the proposed transfer of markets to the City Council.

RESOLVED:

- 1** *That the following amendments be made to the staffing establishment on commencement of the Market transfer:*
 - a)** *Post of Clerical Officer (Markets) – Normal working hours increased from 22 to 29 per week. Post regraded to spinal column points 18 – 25 with the present post holder commencing at point 21.*
 - b)** *Post of Clerical Officer (Room Hire and Planning Committee) – Post to be regraded from spinal column point 12 – 17, to 14 – 21.*
 - c)** *Post of Treasurer – Normal working hours to be increased from 27½ per week to 28 per week with additional hours when required to undertake Market day duties to cover the absence of the Markets Officer.*
 - d)** *Post of Town Clerk – That the NALC staff addition for 21 – 30 employees (full or part-time) apply.*
- 2** *That the Council advertise a tender for transport of stalls to/from the market with a provisional item to include erection/dismantling of the stalls.*

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

Lichfield City Council

Minutes of a Meeting of Lichfield City Council held in Guildroom, on Monday, 29 September 2003

PRESENT: The Right Worshipful the Mayor (Councillor B S White), and Councillors J Anketell, Mrs N Bacon, Mrs M K Barratt, J R Brooks, B D Diggle, Mrs V A Diggle, Mrs J M Eagland, D English, C Greateorex, I A Jackson, D R R Prentis, B M Pretty, Mrs E C Roe, Mrs M E Stockdale, M N Taylor, A D Thompson, A J Wilkins and J N Wilks.

APOLOGIES: Councillors J A Allsopp, M R Bennett, D P A Dundas, M J Fryers, C A Lamb, Mrs F W Royle and J A Smith.

49 MAYOR'S ANNOUNCEMENTS

- a) The Mayor reported on civic and other engagements he had attended, including the Sheriff's Ride on 6 September 2003 and the Johnson Birthday Celebrations on 20 September 2003.
- b) The Mayor congratulated Councillor and Mrs Prentis on the birth of their son on 13 September 2003.

50 MINUTES OF COUNCIL MEETING

RESOLVED: *That the Minutes of the City Council Meeting held on 21 July 2003 (30 - 48) be confirmed and signed as a correct record, subject to the addition of Councillor Mrs D English to the list of apologies.*

51 PLANNING APPLICATIONS COMMITTEE

RESOLVED: *That the Minutes of the Planning Applications Committee Meeting held on 3 July 2003, 24 July 2003, and 28 August 2003 be received.*

THE MEETING ADJOURNED FOR THE PUBLIC FORUM AT THIS POINT AND THEN RESUMED

52 INTERNAL AUDIT WORKING PARTY

Consideration was given to the Minutes of the Internal Audit Working Party Meeting held on 29 July 2003.

RESOLVED: *That the Minutes of the Internal Audit Working Party Meeting held on 29 July 2003 be received.*

53 BEST VALUE / QUALITY PARISH COUNCILS WORKING PARTY

Consideration was given to the Minutes of the Best Value / Quality Parish Councils Working Party Meeting held on 7 August 2003, and to the Council's Annual Report and Performance Plan 2003.

RESOLVED:

1. *That the Minutes of the Best Value / Quality Parish Councils Working Party Meeting held on 7 August 2003 be received.*
2. *That the Annual Report and Performance Plan 2003 be received.*

54 YOUTH CONSULTATIVE GROUP

Consideration was given to the recommendations from the Youth Consultative Group Meeting held on 11 September 2003 as follows:

- a) Grant of £500 to Carers Association for Southern Staffordshire
- b) Grant of £1,000 to the Lichfield Youth Rugby Team.

RESOLVED:

- 1 *That the following grants be made to the undermentioned organisations from the Youth Consultative Group Projects for Youth budget head:*

- a) **Carers Association for Southern Staffordshire - £500**
 - b) **Lichfield Youth Rugby Team - £1,000**
- 2 **That a letter of thanks be sent to Pam Jackson for all her hard work and dedication in working alongside the young people's sub group of the YCG.**
- 3 **That a letter of welcome be sent to Clare Hope, the new Youth Leader who had been appointed for the group on a 6-month basis.**

55 REPORT OF OUTSIDE SERVICES OFFICER

Consideration was given to the report of the Outside Services Officer.

RESOLVED: That the Outside Services Officer be thanked for her excellent report, and the report be received.

56 REPORT OF TWINNING OFFICER

Consideration was given to the report of the Twinning Officer.

RESOLVED: That the Twinning Officer be thanked for her excellent report, and the report be received.

57 SPCA – QUALITY PARISH COUNCILS – SPECIAL EVENT

Consideration was given to the agenda report which outlined the details of a Quality Parish Councils one-day Special Event (hosted by Staffordshire Parish Councils Association in conjunction with the Staffordshire Branch of the Society of Local Councils Clerks) to be held at the Red Rose Theatre, Rugeley, on Tuesday, 14 October 2003.

RESOLVED: That Councillors Mrs M K Barratt, J A Smith, A D Thompson and B S White be appointed to attend the Quality Parish Council Special Event at Rugeley on 14 October 2003, the conference costs to be met by the Council.

58 APPOINTMENT OF REPRESENTATIVES

- a) **Community Transport Partnership**

RESOLVED: That Councillor John Smith be appointed to replace Councillor I A Jackson as the City Council representative on the Lichfield District Community Transport Partnership

- b) **Municipal Charities**

RESOLVED: That Councillor Mrs V A Diggle be appointed to replace Councillor Mrs M G Boyle as a City Council representative on the Lichfield Municipal Charities.

59 AMENDMENTS TO STANDING ORDERS

Further to Council Minute No.35 (21 July 2003) consideration was given to the Agenda report on amendments to Standing Orders, together with Appendix 4 which showed the proposed deletions in red and proposed additions shown in blue. Amendments were proposed to the following Standing Orders:

- 4 Quorum
- 18 Interest of Members in Contracts and other Matters – Code of Conduct
- 25 Appointment of Committees
- 26 Constitution of Committees – Dissolution and Amendment of Committees
- 30 Quorum of Committees

RESOLVED: That amendments be made to Standing Orders, as detailed in agenda Appendix 4 subject to the words 'the greater of' being inserted after the words 'shall be' in Standing Order 4.

60 SCHOOL GOVERNANCE REGULATIONS 2003

Consideration was given to the agenda report which indicated that with effect from 1 September 2003 new regulations had come into force which removed the provision for a parish council to nominate a primary school governor and this had been replaced with a community representative. It was noted that this representative may be a local councillor, but is selected by the school governing body.

RESOLVED: *That the report be noted.*

61 CORE FUNDING FOR LICHFIELD DISTRICT COMMUNITY TRANSPORT 2004 - 2007

Consideration was given to the agenda report and correspondence from Lichfield District Council dated 21 August 2003 seeking the City Council's commitment towards the core funding of the Lichfield District Community Transport Scheme 2004 – 2007.

RESOLVED: *That the Council confirm its commitment to continued funding of £1,000 per annum to the Lichfield District Community Transport Scheme 2004 – 2007.*

[Councillor Mrs J M Eagland declared a Prejudicial interest in this item and left the room during the discussion and voting thereon].

62 LOCAL AUTHORITIES (MEMBERS' ALLOWANCES) (ENGLAND) REGULATIONS 2003 (STATUTORY INSTRUMENT NO 1021 – 2003)

Consideration was given to the agenda report from which it was noted that the existing powers to pay members' allowances were to be repealed from 31 December 2003 and replaced with a new system involving an Independent Remuneration Panel appointed for the District.

Consideration was also given to a letter dated 19 August 2003 from Lichfield District Council seeking the views of the Council to submit to the Remuneration Panel together with Legal Topic Note No.24 produced by the National Association of Local Councils.

RESOLVED:

- 1** *That the Council does not request the Remuneration Panel to advise on a level of participation allowance for the City Council, as the Council does not wish to pay such an allowance to members.*
- 2** *That the Council requests the Remuneration Panel to advise on the level of travel and subsistence allowances for the City Councillors, and submits views to the Remuneration Panel that it considers the level of such allowances should be identical to those advised for District councillors and that the Panel should advise that the same level of such allowances should apply for all parishes throughout the District.*

63 PUBLIC HIRE – GUILDHALL FORMER OFFICES

Consideration was given to the agenda report which indicated that the redecoration, carpeting, etc. of the former Council offices on the second floor of Guildhall had been completed and that these rooms were now available for public hire.

Consideration was also given to the proposed charges for the two rooms and to the proposed naming of the rooms.

It was proposed by Councillor A D Thompson and duly seconded that:

- '1** *That the former General Office be renamed 'The Whytmore Room' and the former Town Clerk's office be renamed 'The Stonyng Room'.*
- 2** *That the initial hire charges for these rooms be set out in the agenda report, with VAT and other additional charges in accordance with the scales for other Guildhall rooms.'*

An amendment was proposed by Councillor J R Brooks and duly seconded that item 1 be amended to read *'That the former General Office be renamed 'The George Johnson Room' and the former Town Clerk's office be renamed 'The Stonyng Room.'*

On being put to the vote the amendment was declared LOST.

It was then:

RESOLVED:

- 1 *That the former General Office be renamed 'The Whytmore Room' and the former Town Clerk's office be renamed 'The Stonynge Room'.*
- 2 *That the initial hire charges for these rooms be set out in the agenda report, with VAT and other additional charges in accordance with the scales for other Guildhall rooms.*

64 THE STREET NAMES OF LICHFIELD – SPONSORSHIP REQUEST

Consideration was given to the agenda report and recommendations indicating that correspondence had been received from Mr John Shaw seeking sponsorship from the Council towards the production costs of a book he had prepared entitled 'The Street Names of Lichfield'

RESOLVED: *That the Council provide £500 sponsorship towards the cost of publication of 'The Street Names of Lichfield' by John Shaw, funding to be met from the Council's Arts/Culture/Tourism budget head.*

65 FINANCIAL PROGRESS REPORT

Consideration was given to the agenda report and to the Financial Progress Report for the period 1 April 2003 to 31 August 2003.

RESOLVED: *That the agenda report and the Financial Progress Report for the period 1 April 2003 to 31 August 2003 be noted.*

66 PAYMENT OF ACCOUNTS**RESOLVED:**

- 1 *That payment of accounts be approved and confirmed as listed for the following periods:*
 - a) *1 July 2003 to 31 July 2003 in the sum of £184,745.23 General Account and £168.56 Imprest Account.*
 - b) *1 August 2003 to 31 August 2003 in the sum of £41,106.19 General Account and £449.01 Imprest Account.*
- 2 *Cheque No.11198 - That the Johnson Birthplace Advisory Committee consider the merits of future advertising of the Johnson Birthplace Museum in Yellow Pages.*

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

MAYOR

Lichfield City Council
Minutes of a Meeting of Lichfield City Council held in Guildhall on Monday, 27 October 2003

PRESENT:

The Right Worshipful the Mayor (Councillor B S White), and Councillors J Anketell, Mrs N Bacon, Mrs M K Barratt, G Boyle, Mrs M G Boyle, J R Brooks, B D Diggle, Mrs V A Diggle, D P A Dundas, Mrs J M Eagland, D English, M J Fryers, C Greatorex, I A Jackson, C A Lamb, D R R Prentis, B M Pretty, Mrs E C Roe, Mrs F W Royle, J A Smith, Mrs M E Stockdale, M N Taylor, A D Thompson, A J Wilkins and J N Wilks.

APOLOGIES: Councillors Mrs J A Allsopp and M R Bennett.

67 MAYOR'S ANNOUNCEMENTS

The Mayor reported on civic and other engagements he had attended, including the launch of the Poppy Appeal.

68 MINUTES OF COUNCIL MEETING

RESOLVED: *That the Minutes of the City Council Meeting held on 29 September 2003 (49 - 66) be confirmed and signed as a correct record.*

69 PLANNING APPLICATIONS COMMITTEE

RESOLVED: *That the Minutes of the Planning Applications Committee Meeting held on 18 September 2003 be received.*

THE MEETING ADJOURNED FOR THE PUBLIC FORUM AT THIS POINT AND THEN RESUMED

70 APPOINTMENT OF REPRESENTATIVE – LICHFIELD MUNICIPAL CHARITIES

RESOLVED: *That Councillor Mrs N Bacon be appointed to serve as a City Council representative on Lichfield Municipal Charities*

71 REPORT OF MUSEUMS AND HERITAGE OFFICER

Consideration was given to the report of the Museums and Heritage Officer.

RESOLVED: *That the Museums and Heritage Officer be thanked for her excellent report, and the report be received.*

72 NALC CONFERENCE CARDIFF – 3-5 OCTOBER 2003

Consideration was given to the report from Councillor A D Thompson on his attendance at the NALC Conference in Cardiff on 3 – 5 October 2003.

RESOLVED: *That the report be noted.*

73 NORTH LICHFIELD INITIATIVE

Consideration was given to the agenda report on the progress of the North Lichfield Initiative, together with copies of the Community Development Worker's report, and the Report of the Topic Groups, which provided a summary of the current work undertaken as part of the North Lichfield Initiative.

RESOLVED: *That the reports be noted.*

[Councillors Mrs M K Barratt, J R Brooks, Mrs V A Diggle, M J Fryers and A J Wilkins declared a personal interest in this item].

74 LICHFIELD DISTRICT CUSTOMER FIRST PROGRAMME BOARD AND STRATEGIC PLANNING WORKSHOPS

Consideration was given to correspondence received from Councillor Matthew Ellis, Lichfield District Council's Organisational Development Portfolio Holder from which it was noted that the

District Council wished to become more customer focussed with specific involvement of parish councillors. Members were invited to attend a Strategic Planning Workshop, and nominate a member for the 'Customer First' Programme Board.

RESOLVED:

- 1 ***That Councillors indicate if they wish to attend the Strategic Planning Workshop.***
- 2 ***That Councillor D P A Dundas be nominated for the 'Customer First' Programme Board.***

75 REVIEW OF PARISH COUNCIL WARDS AND BOUNDARIES

Further to Minute No.39 (21 July 2003) consideration was given to the agenda report and correspondence dated 20 June 2003 from Lichfield District Council relating to the District Council's review of Parish Council Wards and Boundaries.

It was proposed by Councillor C Greatorex and duly seconded "that in view of the very recent electoral changes to wards and councillor numbers on Lichfield City Council, the Council requests that there be no changes to these arrangements at this time".

An amendment was proposed by Councillor I A Jackson and duly seconded:

- "1 *That in view of the very recent electoral changes to wards and councillor numbers on Lichfield City Council, the Council requests that there be no changes to ward boundaries at this time.*
2. *That Lichfield District Council be urged to implement a process of election by thirds for both parish and district elections at the earliest possible opportunity."*

On being put to the vote, the amendment was declared LOST.

It was then:

RESOLVED: ***That in view of the very recent electoral changes to wards and councillor numbers on Lichfield City Council, the Council requests that there be no changes to these arrangements at this time.***

76 TRANSFER OF MARKETS

Further to Minute No.42 (21 July 2003) it was reported that:

- a) The management of the Friday market, and the management and ownership of the Saturday market transferred to Lichfield City Council with effect from 1 October 2003.
- b) That an Assistant Markets Officer had been appointed for the day-to-day operation of the Saturday market.

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

77 TENDER OPENING – CHRISTMAS LIGHTS

It was reported that tenders were opened on 17 October 2003 and in accordance with Standing Orders as to Contracts the lowest tender received from Derryford Electrical in the sum of £9,056.00 had been accepted.

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

78 PAYMENT OF ACCOUNTS

RESOLVED: ***That payment of accounts be approved and confirmed as listed for the period 1 September 2003 to 30 September 2003 in the sum of £69,106.65 General Account, and £423.20 Imprest Account.***

79 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.*

80 LAND AT TAMWORTH ROAD

Consideration was given to the confidential agenda report relating to the sale of land at Tamworth Road. It was proposed by Councillor A D Thompson and duly seconded:

- "1 *That delegated authority be granted to the Town Clerk to make all necessary arrangements to purchase land at Tamworth Road for sale at auction with the intention that part of the land is subsequently resold to the Lichfield & Hatherton Canal Restoration Trust.*
- 2 *That the Town Clerk, or such other person as the sub-committee may authorise, be authorised to bid up to a ceiling price agreed by a sub-committee comprising:*
- The Mayor, Leader of Council and Deputy Leader*
One representative appointed by the principal minority group
One representative appointed by the minority group"

An amendment was proposed by Councillor A J Wilkins, and duly seconded that the following words be added at the end of recommendation 1, *"the remainder to be designated public open space in perpetuity."*:

On being put to the vote, the amendment was declared **LOST**.

It was then

RESOLVED:

1 *That delegated authority be granted to the Town Clerk to make all necessary arrangements to purchase land at Tamworth Road for sale at auction with the intention that part of the land is subsequently resold to the Lichfield & Hatherton Canal Restoration Trust.*

2 *That the Town Clerk, or such other person as the sub-committee may authorise, be authorised to bid up to a ceiling price agreed by a sub-committee comprising:*

The Mayor, Leader of Council and Deputy Leader
One representative appointed by the principal minority group
One representative appointed by the minority group

[Councillor Mrs D English declared a personal interest in this item].

81 LAND AT SHORTBUTTS LANE

Consideration was given to the confidential agenda report advising members of the current situation with regard to a Village Green Application for land at Shortbutts Lane, and associated matters.

RESOLVED: *That the report be noted.*

[Councillor Mrs D English declared a personal interest in this item].

[Councillors G Boyle and Mrs M G Boyle declared a prejudicial interest in this item and left the room during the discussion and voting thereon].

THERE BEING NO FURTHER BUSINESS THE MAYOR DECLARED THE MEETING CLOSED AT 8.30 PM

Lichfield City Council**Minutes of a Meeting of Lichfield City Council held in Guildhall on Monday, 1 December 2003****PRESENT:**

The Right Worshipful the Mayor (Councillor B S White), and Councillors Mrs J A Allsopp, J Anketell, Mrs N Bacon, Mrs M K Barratt, M R Bennett, G Boyle, Mrs M G Boyle, J R Brooks, B D Diggle, Mrs V A Diggle, D P A Dundas, Mrs J M Eagland, D English, C Greatorex, I A Jackson, D R R Prentis, B M Pretty, Mrs E C Roe, J A Smith, Mrs M E Stockdale, M N Taylor, A D Thompson, A J Wilkins and J N Wilks.

APOLOGIES: Councillors M J Fryers and Mrs F W Royle.

82 MAYOR'S ANNOUNCEMENTS

The Mayor reported on civic and other engagements he had attended, including the Remembrance Day Service and Wreath Laying Ceremony, the Installation of the new Bishop, and the Cathedral Advent Sunday Service 'darkness to light'.

83 MINUTES OF COUNCIL MEETING

RESOLVED: *That the Minutes of the City Council Meeting held on 27 October 2003 (67 – 81) be confirmed and signed as a correct record.*

84 PLANNING APPLICATIONS COMMITTEE

RESOLVED: *That the Minutes of the Planning Applications Committee Meetings held on 9 October 2003 and 30 October 2003 be received.*

THE MEETING ADJOURNED FOR THE PUBLIC FORUM AT THIS POINT AND THEN RESUMED**85 JOHNSON BIRTHPLACE ADVISORY COMMITTEE**

Consideration was given to the Minutes of the Johnson Birthplace Advisory Committee Meeting held on 30 October 2003.

RESOLVED: *That the Minutes of the Johnson Birthplace Advisory Committee Meeting held on 30 October 2003 be received.*

86 INTERNAL AUDIT WORKING PARTY

Consideration was given to the Minutes of the Internal Audit Working Party Meeting held on 4 November 2003.

RESOLVED:

- 1 *That the Minutes of the Internal Audit Working Party Meeting held on 4 November be received.*
- 2 *That the Audit Report and Opinion, the Audit Letter 2002/2003, and the Audit Action Plan on the City Council accounts 2003/2004 be noted.*
- 3 *That the Audit Statement on the Johnson Birthplace Trust Accounts 2003/04 be noted.*

87 REPRESENTATIVES ON OUTSIDE BODIES

a) **West Midlands Passenger Public Transport Users Forum**

RESOLVED: *That Councillor A D Thompson be nominated a delegate to attend meetings of the West Midlands Passenger Transport Users Forum.*

b) Appointment of LEA Governors

RESOLVED: *That the following councillors be nominated as City Council representatives on the Governing Bodies of the Schools indicated:*

School	Nominee
Charnwood Primary School	Mrs N Bacon
The Friary School	G Boyle
Queen's Croft Special School	B S White and A J Wilkins

88 LAND AT TAMWORTH ROAD

Consideration was given to the agenda report which indicated that the Sub-Committee appointed under Minute No.80 (27 October 2003) had unanimously agreed a bid ceiling but that at the subsequent auction bids failed to reach the reserve price and the land remained unsold. It was noted that bids made at the auction exceeded the Council's bid ceiling.

RESOLVED: *That the report be noted.*

89 REPORT OF TWINNING OFFICER

Consideration was given to the report of the Twinning Officer.

RESOLVED: *That the Twinning Officer be thanked for the report, and the report be received.*

90 REPORT OF OUTSIDE SERVICES OFFICER

Consideration was given to the report of the Outside Services Officer.

RESOLVED: *That the Outside Services Officer be thanked for the report, and the report be received.*

91 REPORT OF STAFFORDSHIRE PARISH COUNCILS ASSOCIATION AGM

Consideration was given to Councillor John Smith's report on the SPCA Annual General Meeting held on 8 November 2003.

RESOLVED: *That Councillor Smith be thanked for the report and the report be received.*

92 LOCAL AUTHORITIES (MEMBERS ALLOWANCES) (ENGLAND) REGULATIONS 2003 (STATUTORY INSTRUMENT NO 1021 – 2003)

Further to Minute No.62 (29 September 2003) consideration was given to the agenda report and to the letter dated 29 October 2003 from Lichfield District Council which set out the recommendations of the Independent Remuneration Panel.

RESOLVED:

- 1 *That in accordance with the recommendations of the Lichfield District Independent Remuneration Panel, the Council does not pay a participation allowance to any member.*
- 2 *That the Council pays travel and subsistence allowances to members for "approved duties" on the scales as recommended by the Independent Remuneration Panel. "Approved duties" to be attendance at a meeting, conference or other qualifying function, outside the parish boundary, of any member representative appointed by the Council to attend that meeting, conference, or other qualifying event.*

- 3 ***That a Chairman's allowance continue to be paid under powers conferred by section 15(5) of the Local Government Act 1972, increased annually in line with inflation.***

93 BOLEY PARK COMMUNITY HALL – PROPOSED REFURBISHMENT WORKS

Consideration was given to the agenda report which indicated that the Boley Park Community Hall Management Committee had approached the City Council with regard to refurbishment works required at the Hall. It was noted:

- That the Hall was owned by the City Council, who leased it to a Management Committee
- The cost of the works required exceeded the funds available to the Management Committee and that they were seeking grants from external bodies.
- An outline report with costings had been prepared and was circulated with the agenda

RESOLVED: That the Council agree to undertake refurbishment works to the Boley Park Community Hall and allocate 'match funding' in its 2004/2005 budget of half the cost of the works, subject to a maximum funding contribution of £24,000.

[Councillors Mrs J A Allsopp, Mrs N Bacon, Mrs M K Barratt, B D Diggle, Mrs J M Eagland and J N Wilks declared personal interests in this item]

94 TENDER OPENING – MARKET STALL ERECTION CONTRACT

It was reported that tenders were opened on 4 November 2003 and in accordance with Standing Orders as to Contracts the lowest tender received from 'All Fit' in the sum of £22,040 had been accepted.

RESOLVED: That the report be noted.

95 PAYMENT OF ACCOUNTS

RESOLVED: That payment of accounts be approved and confirmed as listed for the period 1 October 2003 to 31 October 2003 in the sum of £84,160.83 General Account, and £405.76 Imprest Account.

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