

Lichfield City Council

**Minutes of a Meeting of Lichfield City Council held in Guildhall on
Monday, 21 January 2008 at 6.30 pm**

PRESENT: Councillor M A Warfield, (Mayor), and Councillors Mrs J A Allsopp, R J Awty, B F Bacon, Mrs N Bacon, J R Bayliss, G Boyle, Mrs M G Boyle, D P A Dundas, Mrs J M Eagland, Mrs D English, T V Finn, M J Fryers, C Greateorex, P L Hitchman, I A Jackson, D R R Prentis, Mrs E C Roe, J A Smith, T J Thomas, A D Thompson, J C Walker, B S White and J N Wilks.

Apologies: Councillors Mrs M P Bland, B D Diggle, D Smedley and C J Spruce.

83 MAYOR'S ANNOUNCEMENTS

a) The Mayor reported on civic and other engagements he had attended including a day spent at Lichfield Fire Station and the visit by the Princess Royal to open the Samuel Johnson Community Hospital.

b) The Mayor presented a retirement gift to Mrs Jean Hawkes who retired on 31 December 2007, after 24 years' service with the City Council.

84 DECLARATIONS OF INTEREST

Councillors G Boyle, Mrs M G Boyle, Mrs J M Eagland, Mrs D English, T V Finn, J A Smith, T J Thomas, A D Thompson, M A Warfield and J N Wilks declared a prejudicial interest in respect of Minute 76 (Shrievally Weekend), as they were members (or a partner of a member) of the Lichfield Shrievally Association and left the meeting during the consideration and voting thereon. Councillor C Greateorex declared a prejudicial interest in respect of Minute 78 (the Darwin Hall, (insofar as it related to S106 funding issues) as he was a member of Lichfield District Council's Executive Committee, and left the meeting during the consideration and voting thereon. Councillor J A Smith declared a personal interest in respect of Minute 82 payment 3876 made to St Chad's PCC.

85 COUNCIL MINUTES

RESOLVED: *That, subject to the addition of Councillor Mrs D English to the list of apologies, the Minutes of the City Council Meeting held on 3 December 2007 (70-82) be confirmed and signed as a correct record.*

86 PLANNING APPLICATIONS COMMITTEE

RESOLVED: *That the Minutes of the Planning Applications Committee Meetings held on 21 November 2007 and 12 December 2007 be received.*

87 NALC REPORT WORKING PARTY

RESOLVED: *That the Minutes of the NALC Report Working Party be received, and the recommendations contained therein be adopted.*

88 TWINNING WORKING GROUP

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

89 REPORT OF THE OUTSIDE SERVICES OFFICER

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

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

90 SHRIEVALTY WEEKEND 4 – 5 OCTOBER 2008

Consideration was given to the Town Clerk's report.

RESOLVED: *That a grant of £2,000 be made to the Shrievalty Association from the Council's Arts and Tourism budget for the current year, together with associated free use of rooms at the Guildhall, for the Shrievalty weekend in October 2008.*

91 NALC ANNUAL CONFERENCE, EASTBOURNE – 20-22 MAY 2008

Consideration was given to the appointment of a representative to attend the NALC conference in May 2008.

RESOLVED: *That Councillor A D Thompson be appointed to attend the NALC Annual Conference May 2008, with the Council meeting the conference, hotel, travel and subsistence expenses arising. That in the event of Councillor Thompson being unable to attend, his place be taken by Councillor D Smedley.*

92 DARWIN HALL

Consideration was given to the agenda report and recommendations regarding a revised Darwin Hall proposal.

RESOLVED:

1. That the Council instruct its architects to prepare an outline scheme for a community hall of approx 430 sq metre footprint to be sited on the community hall site at the end of Cathedral Avenue and prepare budget costings for this within an overall maximum budget of £900,000.

2. That the Council request that Lichfield District Council confirm that its "in principle" allocation of £500,000 of Stage 2 Walsall Road S106 funding would still be available for the revised hall proposal.

3. That the Council agree to accept ownership of the Hall, and associated future maintenance responsibilities without a requirement for any commuted sum towards future maintenance.

4. That the Council indicate its agreement in principle to the terms of the land transfer of the hall site and instruct its solicitors to undertake the necessary legal preparations, subject to the transfer itself not taking place until such time as the Council is committed to proceed with the hall construction.

5. That the contents of the agenda report be submitted to the Leomansley Area Residents Association, inviting their comments on the revised proposal.

6. That a further Report be submitted to Council once the architects have produced an outline scheme based on the revised brief.

93 FEES AND CHARGES 2008/09

a) Weekly Friday and Saturday Markets, and monthly Farmers' Market

RESOLVED: *That with effect from 1 June 2008 stall rentals be increased to:*

Friday market - £17.50 Plus £2.00 (VAT inclusive) service charge

Saturday market - £18.00 Plus £2.00 (VAT inclusive) service charge

Farmers' market - £18.00 Plus £2.00 (VAT inclusive) service charge

Tuesday market - £10.60 per 2.4 m. frontage stall x 2.1m. depth (minimum charge), plus £1.80 per 50cm extra frontage, and £1.10p per sq m. for additional depth of stall.

b) Guildhall Room Hire Charges

RESOLVED: *That Guildhall hire charges with effect from 1 April 2008 be as detailed in Agenda Appendix 5.*

c) Photocopying

RESOLVED: *That the charge for photocopying remain at 5p per copy, inc. VAT*

d) City Council ties

It was noted that the current charge for City Council ties was £5 + VAT.

RESOLVED: *No change at present but that the charge be reviewed when future stocks are purchased, to reflect the purchase price at that time.*

94 NOTICE OF COMPLETION OF AUDIT OF THE CITY COUNCIL ACCOUNTS FOR THE YEAR ENDING 31 MARCH 2007

Consideration was given to the agenda report which indicated that the Audit of Accounts for the year ending 31 March 2007 had been completed and an unqualified audit opinion given, there being no matters arising from audit which the auditors wished to bring to the Council's attention.

RESOLVED: *That the Audit Report and Opinion be received.*

**95 BUDGET ESTIMATES 2008/2009
(INCLUDING FINANCIAL PROGRESS REPORT 1 APRIL TO 31 DECEMBER 2007)**

Consideration was given to the:

- a) Financial Progress Report for the period 1 April to 31 December 2007.
- b) Budget estimates for 2008/2009 financial year.

RESOLVED:

1 *That the Financial Progress Report for the period 1 April to 31 December 2007 be noted.*

2 *That the Council approve:*

- i) The Budget Estimates for 2008/2009 financial year*
- ii) A precept for 2008/2009 financial year in the sum of £619,000*

96 PAYMENT OF ACCOUNTS

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

- a) 1 November 2007 to 31 November 2007 in the sum of £74,126.04 General Account, and £545.05 Imprest Account.*
- b) 1 December 2007 to 31 December 2007 in the sum of £98680.20 General Account and £589.58 Imprest Account.*

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 7.45 PM

Lichfield City Council

**Minutes of a Meeting of Lichfield City Council held in Guildhall on
Monday, 3 March 2008 at 6.30 pm**

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

Apologies: Councillor D R R Prentis.

97 MAYOR'S ANNOUNCEMENTS

- a) The Mayor reported on recent civic and other engagements he had attended including the Shrovetide Fair on 5th February.
- b) The Mayor introduced the recently appointed Deputy Town Clerk, Christopher Moulton, and Councillors welcomed him to his first meeting.

98 COUNCIL MINUTES

RESOLVED: *That the Minutes of the City Council Meeting held on 21 January 2008 (83-96) be confirmed and signed as a correct record.*

99 PLANNING APPLICATIONS COMMITTEE

RESOLVED: *That the Minutes of the Planning Applications Committee Meetings held on 3 January 2008 and 24 January 2008 be received.*

100 NOMINATIONS FOR CIVIC OFFICE 2008/09

a) Mayor Elect

It was proposed by Councillor Mrs N Bacon, seconded by Councillor J N Wilks and

RESOLVED: *That Councillor Mark Warfield be nominated Mayor Elect for the year 2008/09.*

b) Deputy Mayor Elect

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

RESOLVED: *That Councillor Terence John Thomas be nominated Deputy Mayor Elect for the year 2008/09.*

c) Sheriff Elect

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

RESOLVED: *That Councillor Mrs N Bacon be nominated Sheriff Elect for the year 2008/09.*

101 GRANTS ADVISORY COMMITTEE

Consideration was given to the Minutes of the Grants Advisory Committee held on 7 February 2008.

RESOLVED: *That the Minutes of the Grants Advisory Committee Meeting held on 7 February 2008 be received, and the recommendations contained therein be adopted.*

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

<i>Bower</i>	M Warfield
<i>Curborough Community Association</i>	Mrs J A Allsopp
<i>Darwin House</i>	Mrs M G Boyle
<i>Fairtrade Lichfield</i>	I A Jackson
<i>Friends of Johnson Birthplace</i>	Mrs M G Boyle
<i>Johnson Society</i>	Mrs D English
<i>Lichfield Twinning Association</i>	Mrs M G Boyle

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

<i>Alzheimers Disease Society</i>	D Smedley
<i>Bower</i>	T V Finn
<i>Curborough Community Association</i>	D P A Dundas, T V Finn
<i>Darwin House</i>	Mrs D English
<i>Friends of Johnson Birthplace</i>	B D Diggie
<i>Jack & Jill's Pre School</i>	T V Finn
<i>LAPA</i>	T V Finn
<i>Leomansley Area Residents Association</i>	I A Jackson
<i>Lichfield & Hatherton Canals Restoration Trust</i>	D P A Dundas
<i>Lichfield Cathedral Outreach Group</i>	Mrs E C Roe
<i>Lichfield & District Live at Home Scheme</i>	T V Finn
<i>Lichfield Festival</i>	Mrs D English, J A Smith, C J Spruce, D P A Dundas
<i>Lichfield Mysteries</i>	I A Jackson
<i>Lichfield Players</i>	Mrs D English
<i>Lichfield Rail Promotion Group</i>	I A Jackson
<i>Lichfield Twinning Association</i>	Mrs D English, J A Smith, D P A Dundas, T V Finn
<i>St Chad's Church</i>	J A Smith
<i>Staffordshire Folk</i>	D Smedley
<i>Worshipful Company of Smiths</i>	I A Jackson

102 NALC REPORT WORKING PARTY

RESOLVED: *That the Minutes of the NALC Report Working Party held on 19 February 2008 be received, and the recommendations contained therein be adopted.*

103 REPORT OF THE YCG YOUTH LEADER

Consideration was given to the report of the Youth Consultative Group Youth Worker.

RESOLVED: *That the Youth Consultative Group Youth Worker be thanked for her report and the report be received.*

104 REPORT OF THE MUSEUMS AND HERITAGE OFFICER

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

RESOLVED: *That the Museums and Heritage Officer be thanked for his report and the report be received.*

105 DARWIN HALL

RESOLVED: *That the report of the Clerk detailing the current situation in respect of the alternative options for the Hall be noted.*

106 CALENDAR OF MEETINGS 2008/09

RESOLVED: That the Calendar of Meetings for 2008/09 be as follows:

2008		
Wednesday, 7 May	6.30 pm	Planning Applications Committee
Monday, 12 May	6.30 pm	ANNUAL COUNCIL
Wednesday, 21 May	7.30pm	ANNUAL TOWN MEETING
Thursday, 29 May	6.30 pm	Planning Applications Committee
Monday, 16 June	6.30 pm	COUNCIL
Thursday, 19 June	6.30 pm	Planning Applications Committee
<i>Monday, 30 June</i>	<i>6.30 pm</i>	<i>Internal Control Working Party</i>
Tuesday, 8 July	6.30 pm	Planning Applications Committee
Monday, 21 July	6.30 pm	COUNCIL
Thursday, 31 July	6.30pm	Planning Applications Committee
Thursday, 28 August	6.30 pm	Planning Applications Committee
Monday, 15 September	6.30pm	COUNCIL
Thursday, 18 September	6.30pm	Planning Applications Committee
Tuesday, 7 October	2.30 pm	Johnson Birthplace Advisory Committee
<i>Wednesday, 8 October</i>	<i>6.30pm</i>	<i>Planning Applications Committee</i>
Monday, 20 October	6.30pm	COUNCIL
Wednesday, 29 October	6.30pm	Planning Applications Committee
Wednesday, 12 November	<i>6.30 pm</i>	Staffing Establishment Working Party
Monday, 17 November	<i>6.30 pm</i>	Internal Control Working Party
Thursday, 20 November	6.30pm	Planning Applications Committee
Monday, 1 December	6.30pm	COUNCIL
Wednesday, 10 December	6.30pm	Planning Applications Committee
2009		
Tuesday, 6 January	6.30pm	Planning Applications Committee
Monday, 19 January	6.30pm	COUNCIL
Thursday, 22 January	6.30pm	Planning Applications Committee
<i>Thursday, 5 February</i>	<i>6.30 pm</i>	<i>Grants Advisory Committee</i>
Thursday, 12 February	6.30pm	Planning Applications Committee
TUESDAY, 3 March	6.30pm	COUNCIL
Thursday, 5 March	6.30pm	Planning Applications Committee
<i>Thursday, 19 March</i>	<i>6.30 pm</i>	<i>Internal Control Working Party</i>
Thursday, 26 March	6.30pm	Planning Applications Committee
<i>Thursday, 2 April</i>	<i>2.30 pm</i>	<i>Johnson Birthplace Advisory Committee</i>
Wednesday, 15 April	6.30pm	Planning Applications Committee
Monday, 27 April	6.30pm	COUNCIL
Monday, 11 May	6.30pm	ANNUAL COUNCIL
Wednesday, 20 May	7.30pm	ANNUAL TOWN MEETING

107 STAFF APPOINTMENTS

Further to Minute 82 of Council on 3 December 2007 the Council noted the appointment of Kate Durrant to the position of Administrative Officer (Civic) with effect from 7 January 2008; and Christopher M Moulton to the position of Deputy Town Clerk with effect from 25 February 2008.

108 STANDING ORDER 5.3 – DEPUTY TOWN CLERK TO BE CHEQUE SIGNATORY

RESOLVED: *That references to “Assistant Clerk” in Standing Order 5.3 be replaced by “Deputy Town Clerk” and the revised Standing Order become:*

Cheques and autopay sheets drawn on the two bank accounts in accordance with the schedule referred to in the previous paragraph shall be signed by:

General Account and Autopay sheets

1st signatory - Mayor or Deputy Mayor

2nd signatory - Leader or Deputy Leader

3rd signatory - Town Clerk, Deputy Town Clerk or Treasurer

Imprest Account

Sole signatory - Town Clerk, Deputy Town Clerk or Treasurer

109 SOCIETY OF LOCAL COUNCIL CLERKS

RESOLVED: *That the membership subscription of the Deputy Town Clerk to the Society of Local Council Clerks be met by the Council.*

110 PAYMENT OF ACCOUNTS

RESOLVED: *That payment of accounts be approved and confirmed as listed for the period 1 January 2008 to 31 January 2008 in the sum of £63,814.87 General Account, and £1,177.31 Imprest Account:*

**THERE BEING NO FURTHER BUSINESS THE MAYOR
DECLARED THE MEETING CLOSED AT 6.55 PM**

Lichfield City Council

Minutes of a Meeting of Lichfield City Council held in Guildhall on Monday, 14 April 2008 at 6.30 pm

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

Apologies: Councillor R J Awty.

111 MAYOR'S ANNOUNCEMENTS

- a) The Mayor reported on recent civic and other engagements he had attended including a Jazz Concert on 5 March, the Fair Trade launch on 8 March, and the Easter Cathedral Service.
- b) The Mayor presented Mrs Marilyn Phipps (former Civic Secretary) with a retirement gift on behalf of the Council, and expressed thanks for her service to the Council over 7½ years.

112 DECLARATIONS OF INTEREST

Councillor J A Smith declared a prejudicial interest in respect of Minute 119 (Highway Dedication – land at junction Stafford Rd/Eastern Ave/A51), as he was an adjacent resident, and left the meeting during the consideration and voting thereon. Councillor C Greatorex declared a prejudicial interest in respect of Minute 120 (Darwin Hall) as he was a member of Lichfield District Council's Executive Committee, and left the meeting during the consideration and voting thereon. Councillors B D Diggle, Mrs J M Eagland, C J Spruce and J N Wilks declared prejudicial interests in respect of Minute 123 (Boley Community Hall Playgroup – Outdoor Play Space) as they were members of the Management Committee and/or Trustees of the Hall, and left the meeting during the consideration and voting thereon. Councillor M J Fryers declared a personal interest in respect of Minute 117 (NALC Report Working Party). Councillors Mrs J M Eagland and T V Finn declared personal interests in respect of Minute 119 (Highway Dedication – land at junction Stafford Rd/Eastern Ave/A51).

113 COUNCIL MINUTES

RESOLVED:

1. *With respect to Minute 101, declarations of personal interests, in the Worshipful Company of Smiths, delete I A Jackson and insert T V Finn.*
2. *That subject to the above amendment the Minutes of the City Council Meeting held on 3 March 2008 (97-110) be confirmed and signed as a correct record.*

114 PLANNING APPLICATIONS COMMITTEE

RESOLVED: *That the Minutes of the Planning Applications Committee Meetings held on 14 February 2008 and 6 March 2008 be received.*

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

115 JOHNSON BIRTHPLACE ADVISORY COMMITTEE

RESOLVED: *That the Minutes of the Johnson Birthplace Advisory Committee held on 13 March 2008 be received, and the recommendations contained therein be adopted.*

116 INTERNAL CONTROL WORKING PARTY

RESOLVED: *That the Minutes of the Internal Control Working Party held on 20 March 2008 be received, and the recommendations contained therein be adopted.*

117 NALC REPORT WORKING PARTY

RESOLVED: *That the Minutes of the Internal Control Working Party held on 2 April 2008 be received, and the recommendations contained therein be adopted.*

118 TWINNING WORKING PARTY

RESOLVED: *That the Minutes of the Twinning Working Party held on 2 April 2008 be received, and the recommendations contained therein be adopted.*

119 HIGHWAY DEDICATION – LAND AT JUNCTION STAFFORD RD/EASTERN AVE/A51

The Council considered a proposal by Staffordshire County Council to construct a new length of public footway along the southern side of Eastern Avenue between Stafford Road and the A51 on City Council owned land as part of the junction improvements currently in progress.

RESOLVED:

- 1.** *That the City Council freely dedicate as public highway some 117 sq m of land on the south side of Eastern Avenue as shown on the drawing CDL4120/SK02, the County Council meeting the City Council's legal costs involved.*
- 2.** *That the Council consent to Staffordshire County Council entering the Council land to construct the length of footway, ahead of completion of the formal Highway Dedication Agreement.*

120 DARWIN HALL – REVISED PROPOSALS

Members considered the report of the Town Clerk detailing the current situation in respect of the scheme to construct a community hall at Darwin Park.

RESOLVED:

- 1.** *That the architects be instructed to produce outline plans of the revised Darwin Hall proposal for public consultation*
- 2.** *That a public notification of exhibition on the proposals take place with every household on the Darwin Park and Chesterfield Road estates.*
- 3.** *That a further Report be submitted to the July Council meeting.*

121 SAMUEL JOHNSON BIRTHPLACE – PREMISES LICENCE

The Council considered the report of the Town Clerk detailing proposals for a premises licence which would provide greater flexibility to expand the range of events on offer at the Museum.

RESOLVED:

- 1.** *That the Council apply for a premises licence for the Birthplace Museum to covering entertainment type events at the Museum as well as sale of alcohol for consumption on and off the premises.*
- 2.** *That the Museums and Heritage Officer undertake appropriate training to become a Personal Licence holder.*

122 GUILDHALL PREMISES LICENCE

The Council considered the report of the Town Clerk detailing proposals to amend the licensed hours to avoid the need to make separate application for Temporary Event Notices on occasions when the current licenced hours were insufficient.

RESOLVED: *That the Council apply for an extension of the operating hours of the Guildhall premises licence.*

123 BOLEY COMMUNITY HALL PLAYGROUP – OUTDOOR PLAY SPACE

The Council considered the report of the Town Clerk explaining that a requirement of Ofsted was for an outdoor play area to be available from September 2008, and that the Hall Management Committee had requested the City Council as owner of the building to provide funding for the necessary works.

RESOLVED: *That the Council agree in principle funding of up to £2,000 to provide an enclosed area for playgroup use at the rear of Boley Park Community Hall, but that*

further information is obtained to confirm the nature of the requirements and the time-frame for implementation, prior to any payment being made.

124 PAYMENT OF ACCOUNTS

RESOLVED: *That payment of accounts be approved and confirmed as listed for the period 1 February 2008 to 29 February 2008 in the sum of £51,804.44 General Account, and £971.21 Imprest Account.*

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

Lichfield City Council

**Minutes of a Special Meeting of Lichfield City Council held in the Guildroom,
Guildhall, on Friday, 2 May 2008 at 6.30 pm**

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

Apologies: Councillors R J Awty, B D Diggle, I A Jackson, Mrs E C Roe, D Smedley, and J A Smith.

125 DECLARATIONS OF INTEREST

The Town Clerk reported that a letter had been received from Lichfield District Council dated 30 April 2008 stating that its Standards Committee had granted a dispensation to Councillors Mrs Allsopp, Mrs Bacon, Bacon, Mrs Bland, Mrs Boyle, Diggle, Mrs Eagland, Mrs English, Finn, Fryers, Greatorex, Jackson, Smedley, Walker and Wilks to enable them to participate in meetings of Lichfield City Council when consideration is given to works taking place on Festival Gardens related to the development of the Friary Outer Car Park.

126 FESTIVAL GARDENS AND FRIARY OUTER DEVELOPMENT

RESOLVED: *that the City Council grant access to undertake the necessary work on Festival Gardens.*

In return Lichfield District Council have undertaken to initiate a programme of works to restore any damage to The Festival Gardens which will include the replacement of shrubs and trees to an agreed plan. The remedial work for the flood alleviation relating to the Trunkfield Brook will include re-alignment.

The three trees to be taken down will be replaced by semi-mature trees to the agreement of the Leader, Deputy Leader and Councillor Spruce, under delegated powers.

The enhancement to Festival Gardens will be as listed in paragraph 2a of the letter dated 18 April 2008 from R King, Ref: RK/JM LA/21/115 and drawing Nos 07-03-03, 07-03-04, 07-03-06 and 07-03-07. Further works will require explicit permission of Lichfield City Council.

THERE BEING NO FURTHER BUSINESS THE MAYOR

DECLARED THE MEETING CLOSED AT 6.33 PM

MAYOR

**Minutes of the Annual Meeting of Lichfield City Council held in Guildhall, Lichfield,
on Monday, 12 May 2008 at 6.30 pm**

PRESENT: Councillors Mrs J A Allsopp, R J Awty, B F Bacon, Mrs N Bacon, Mrs M P Bland, G Boyle, Mrs M G Boyle, B D Diggle, D P A Dundas, Mrs J M Eagland, Mrs D English, T V Finn, C Greatorex, P L Hitchman, I A Jackson, D Smedley, J A Smith, C J Spruce, T J Thomas, A D Thompson, J Walker, M A Warfield, B S White, and J N Wilks.

APOLOGIES: Councillors J R Bayliss, M J Fryers and Mrs E C Roe.

1 ELECTION OF MAYOR

It was proposed by Councillor Mrs N Bacon, seconded by Councillor J N Wilks, and

RESOLVED: That Councillor Mark Andrew Warfield be elected Mayor of the City to hold office until the election of a successor at the Annual Meeting of Council in May 2009.

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 COUNCIL MINUTES

RESOLVED: That the Minutes of the City Council Meeting held on 14 April 2008 (111 - 124) and the Special Meeting held on 2 May 2008 (125 - 126) be confirmed and signed as a correct record.

3 APPOINTMENT OF DEPUTY MAYOR

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

RESOLVED: That Councillor Terence John Thomas be appointed Deputy Mayor to hold office until the election of Mayor at the Annual Meeting of Council in May 2009.

The Deputy Mayor was invested with the badge of office, and signed the Declaration of Acceptance of Office.

4 ELECTION OF SHERIFF

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

RESOLVED: That Councillor Mrs Norma Bacon be elected Sheriff of the City until the election of a successor at the Annual Meeting of Council in May 2009.

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

5 EXPRESSION OF THANKS

The Mayor and Sheriff returned thanks for their election.

6 APPOINTMENT OF MAYOR'S CHAPLAIN

The Mayor announced that Prebendary John Ridyard would be his Chaplain.

7 VOTE OF THANKS TO RETIRING SHERIFF

It was proposed by Councillor J N Wilks, seconded by Councillor Mrs D English, and

RESOLVED: That the best thanks of the citizens be accorded to Councillor Terence John Thomas for his valuable and outstanding services as Sheriff during 2007/08.

Councillor T J Thomas 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 Lady and Sheriff's Consort.

9 REPLICA BADGES OF OFFICE

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 B D Diggle, seconded by Councillor Mrs J A Allsopp, and

RESOLVED: That Councillor David Smedley be appointed Leader of Council until the Annual Meeting of Council in May 2009.

11 APPOINTMENT OF DEPUTY LEADER OF COUNCIL

It was proposed by Councillor Mrs J M Eagland, seconded by Councillor T V Finn, and

RESOLVED: That Councillor John Wilks be appointed Deputy Leader of Council until the Annual Meeting of Council in May 2009.

12 APPOINTMENT OF COMMITTEES, WORKING PARTIES, AND ADVISORY COMMITTEES

RESOLVED: That membership of Committees, Working Parties, and Advisory Committees be as follows:

a) Planning Applications Committee

All members of Council

b) Grants Advisory Committee (9 members)

7 Majority Group - *Cllrs R J Awty, D P A Dundas, D Smedley, C J Spruce, T J Thomas, A D Thompson, J N Wilks*

1 Liberal Democrat Group – *Cllr Mrs M P Bland*

1 Independent – *Cllr J Walker*

c) Internal Control Working Party (6 members)

5 Majority Group – *Cllrs Mrs N Bacon, D Smedley, C J Spruce, T J Thomas, J N Wilks*

1 Liberal Democrat Group – *Cllr I A Jackson*

d) Johnson Birthplace Advisory Committee (6 members)

5 Majority Group – *Cllrs B D Diggle, M J Fryers, P L Hitchman, A D Thompson, B S White*

1 Liberal Democrat Group – *Cllr J A Smith*

Also:

1 Johnson Friends (appointed by Friends)

1 Johnson Society (appointed by Society)

e) Staffing Establishment Working Party (6 members)

5 Majority Group - *Cllrs Mrs N Bacon, B D Diggle, Mrs D English, D Smedley, J N Wilks*

1 Liberal Democrat Group - *Cllr Mrs E C Roe*

- f) NALC Report Working Party**
4 Majority Group - *Cllrs J Bayliss, G Boyle, P L Hitchman, D Smedley*
1 Liberal Democrat Group - *Cllr J A Smith*
- g) Twinning Visits Grants Fund Working Group**
Leader of Council
Deputy Leader
Liberal Democrat Group Leader
- h) Tender-Opening sub-committee**
Mayor, Deputy Mayor, Leader of Council, Deputy Leader
Plus – *(as observer) Liberal Democrat Group Leader or their nominee*

**THERE BEING NO FURTHER BUSINESS
THE MAYOR DECLARED THE MEETING CLOSED AT 7.05 PM**

Lichfield City Council
Minutes of the Meeting of Lichfield City Council held in Guildhall, Lichfield,
on Monday, 16 June 2008 at 6.30 pm

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

APOLOGIES: Councillors G Boyle and Mrs M G Boyle.

MEMBERS STOOD IN SILENCE TO PAY TRIBUTE TO GEORGE KEMP (FORMER MAYOR AND SHERIFF) WHO DIED ON 17 MAY 2008; AND MRS NORA BLEWITT (FORMER MAYORESS AND SHERIFF'S LADY) WHO DIED ON 1 JUNE 2008.

13 MAYOR'S ANNOUNCEMENTS

The Mayor reported on recent civic and other engagements he had attended including the Lichfield and District Recreational League presentation evening at Drayton Manor on 15 May; the Mayor's Sunday Service at St Mary's on 18 May; and the Bower weekend on 25 and 26 May.

14 DECLARATIONS OF INTEREST

Councillors D P A Dundas, T V Finn and M J Fryers declared prejudicial interests in respect of Minute 18 (NALC Working Party Minutes) as they were members of the North Lichfield Initiative Board, and left the meeting during the consideration and voting thereon. Councillor Mrs D English declared a prejudicial interest in respect of Minute 24 (Birthplace Commemorative Plaque) as she was the Treasurer of the Johnson Society, and left the meeting during the consideration and voting thereon. Councillor J A Smith declared a prejudicial interest in respect of Minute 27 (Additional Highway Dedication – land at junction Stafford Rd/Eastern Ave/A51), as he was an adjacent resident, and left the meeting during the consideration and voting thereon. Councillor T V Finn declared a personal interest in respect of Minute 27 (Additional Highway Dedication – land at junction Stafford Rd/Eastern Ave/A51), as he was a member of Staffordshire County Council.

15 COUNCIL MINUTES

RESOLVED: *That the Minutes of the Annual Meeting of the City Council held on 12 May 2008 (1 - 12) be confirmed and signed as a correct record.*

16 PLANNING APPLICATIONS COMMITTEE

RESOLVED: *That the Minutes of the Planning Applications Committee Meetings held on 27 March, 16 April and 7 May 2008 be received.*

17 NOTICE OF MOTION – USE OF EASTERN AVENUE VERGES FOR CAR SALES

It was proposed by Councillor J Walker; seconded by Councillor D Smedley, and

RESOLVED: *That the City Council strongly objects to the use of highway verges on Eastern Avenue for car sales and will contact the Highways Authority (Staffordshire County Council) to take appropriate action.*

18 NALC REPORT WORKING PARTY

The Council considered the minutes of the Working Party meeting held on 15 May 2008 and noted that in respect of item 14, a costing of £500 had subsequently been obtained for the provision of an internet/telephone line to the North Lichfield Initiative Jig-Saw shop.

RESOLVED: *That the Minutes and recommendations of the NALC Report Working Party meeting held on 15 May 2008 be adopted, and that the Council provide £500 of funding to the North Lichfield Initiative for the provision of an internet/telephone line to the Jig-Saw shop.*

19 APPOINTMENT OF REPRESENTATIVES ON OUTSIDE BODIES

RESOLVED: *That the representatives detailed in Appendix 1 be appointed as the City Council representatives on the bodies indicated.*

20 ANNUAL TOWN MEETING, 21 MAY 2008 - RESOLUTION

The Council considered the following resolution carried at the Annual Town Meeting held on 21 May 2008:

"We call upon Lichfield City Council to resolve that plans for the location of Darwin Hall at the proposed site be abandoned; and that officers be instructed to procure an alternative site and / or provide additional amenities for which (according to Lichfield District Council's spring 2007 surveys) there is a greater demand from residents."

In consideration of this item it was noted that a wide-scale public consultation was currently in progress on the revised Darwin Hall proposal, and it was:

RESOLVED: *That the City Council does not accept the resolution of the Annual Town Meeting since a consultation exercise was still in progress on this issue, the results of which would be reported to and considered by a subsequent meeting of the Council.*

21 REPORT OF THE MARKETS OFFICER

Consideration was given to the report of the Markets Officer.

RESOLVED: *That the Markets Officer be thanked for her report and the report be received.*

22 REPORT OF THE TWINNING OFFICER

Consideration was given to the report of the Twinning Officer.

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

23 REPORT FROM THE JOHNSON TERCENTENARY COMMITTEE

The Council noted the detail of the preparations being made for the celebrations in 2009 by the Johnson Tercentenary Committee.

RESOLVED: *That the report be noted and that the Council agrees to release in stages as required, the budgeted contribution of £5,000 towards the cost of the Tercentenary celebrations.*

24 BIRTHPLACE COMMEMORATIVE PLAQUE

The Council considered correspondence received from the Johnson Society seeking the Council's consent, support, and possible financial assistance, for the erection of a 'blue plaque' on the Johnson Birthplace.

RESOLVED: *That the Council consents to the Johnson Society for the erection of a 'blue plaque' on the Samuel Johnson Birthplace Museum subject to the Society obtaining the necessary funding and Listed Building Consent.*

25 NALC LARGER COUNCIL'S CONFERENCE 20 – 21 NOVEMBER 2008

It was reported that NALC would be holding a conference especially aimed at larger local councils at the Hotel Russell, London, from Thursday 20 to Friday 21 November 2008. The theme of the conference would be "Place Matters".

RESOLVED: *That Councillor A D Thompson be nominated to represent the Council at the NALC Larger Council's Conference on 20 – 21 November; with the Council paying the conference fee and travel and subsistence costs arising.*

26 CHRISTIAN FIELDS – PROPOSED NATURE RESERVE

The Council considered correspondence received from Lichfield District Council regarding a proposed new Nature Reserve at Christian Fields. Christian Fields was owned by Lichfield District Council, but was accessed from Eastern Avenue through an area of public open space owned by the City Council. The letter sought the support of the City Council for the inclusion of its land within the proposed Nature Reserve, and detailed the potential benefits of this.

RESOLVED: *That the City Council support the creation of the Christian Fields Nature Reserve, and agrees to the inclusion of the area of its land-ownership, as shown on agenda Appendix 7b, within the Nature Reserve.*

27 ADDITIONAL HIGHWAY DEDICATION – JUNCTION STAFFORD ROAD/EASTERN AVENUE/A51

It was reported that, at its meeting on 14 April 2008, the Council had approved a request from Staffordshire County Council for a highway dedication agreement and construction of a length of footpath on City Council owned land along the southern side of Eastern Avenue between Stafford Road and the A51, as part of the junction improvements then in progress.

Subsequent to that approval, Staffordshire County Council had requested permission to construct, on the same area of City Council land, an additional length of footway on the western side of Stafford Road, as shown on the plan submitted with the agenda and referenced CDL4120/SK04. This would connect the existing bus stop on Stafford Road with the other paths being constructed. They also requested that this additional length of pathway be added to the previously agreed highway dedication agreement.

RESOLVED: *That further to Minute 119 of 14 April 2008 the City Council agree to an additional length of footway as shown on drawing CDL4120/SK04 being constructed on City Council land, and that this land comprising some 80 sq metres be added to the land previously agreed to be freely dedicated as public highway.*

28 PAYMENT OF ACCOUNTS

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

- a) *1 March 2008 to 31 March 2008 in the sum of £73,233.86 General Account, and £377.22 Imprest Account*
- b) *1 April 2008 to 30 April 2008 in the sum of £94,029.54 General Account, and £679.33 Imprest Account*
- c) *1 May 2008 to 31 May 2008 in the sum of £106,293.35 General Account, and £1157.12 Imprest Account.*

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

Representatives on Outside Bodies

Outside Body	No of Reps	Period of Office	Representative	Appointment Starts	Appointment Ends
Boley Park Community Hall Management Committee	3	1 Year	Cllr B D Diggle	Jun-08	Jun-09
			Cllr Mrs J M Eagland	Jun-08	Jun-09
			Cllr C J Spruce	Jun-08	Jun-09
Boley Park Community Hall Trustees	4	Until retire or replaced	Cllr B D Diggle		When retire or replaced
			Cllr Mrs J M Eagland		
			Mrs M P Bland		
			Cllr J N Wilks		
Bower Committee	1	1 Year	Mrs E C Roe	Jun-08	Jun-09
Curborough Community Association	3	1 Year	Cllr D P A Dundas	Jun-08	Jun-09
			Cllr J C Walker	Jun-08	Jun-09
			Cllr M A Warfield	Jun-08	Jun-09
Dr Milley's Hospital	1	4 Years	Cllr Mrs J M Eagland	Mar-09	Mar-13
Erasmus Darwin Foundation	1	1 Year	Cllr Mrs M G Boyle	Jun-08	Jun-09
Friends of Johnson Birthplace	1	Until retire or replaced	Cllr P L Hitchman	Until retire or replaced	Until retire or replaced
Friends of Samuel Johnson Community Hospital	1	1 Year	Cllr Mrs N Bacon	Jun-08	Jun-09
Guild of St Mary's Centre Lichfield (Ltd)	1	1 Year	Mayor in Office (Honorary Companion)	-	-
Hinton's Charity	1	1 Year	Mayor in Office	-	-
Johnson Council (non voting observers)	2	1 Year	Mayor in Office	-	-
			Sheriff in Office	-	-
LDAA Exec Committee – non voting observer	1	1 Year	Cllr J A Smith	Jun-08	Jun-09
LDC – Arts Partnership	3	1 Year	Cllr T Finn	Jun-08	Jun-09
			Cllr Mrs D English	Jun-08	Jun-09
			Mrs V A Diggle	Jun-08	Jun-09
LDC - Community Transport Partnership	1	1 Year	Cllr J A Smith	Jun-08	Jun-09
LDC - Parish Forum	2	1 Year	Cllr G Boyle	Jun-08	Jun-09
			Cllr R J Awty	Jun-08	Jun-09
Lichfield Adventure Playground Association	2	1 Year	Cllr J R Bayliss	Jun-08	Jun-08
			Cllr B F Bacon	Jun-08	Jun-09
Lichfield City Forum	1	1 Year	Cllr D P A Dundas	Jun-08	Jun-09
			Cllr M J Fryers	Jun-08	Jun-09
			Cllr D Smedley	Jun-08	Jun-09
Lichfield and District Council of Voluntary Service	1	1 Year	Cllr B S White	Jun-08	Jun-09
Lichfield C. A. B.	1	1 Year	Cllr B D Diggle	Jun-08	Jun-09

Outside Body	No of Reps	Period of Office	Representative	Appointment Starts	Appointment Ends
Lichfield Conduit Lands Trust	4	1 Year	Mayor in Office	-	-
		4 Years	Cllr A D Thompson	Jun-08	Jun-12
			Cllr Mrs M G Boyle		Jun-10
Lichfield District Tourism Association Executive	2	1 Year	Museums & Heritage Officer	Jun-08	Jun-09
			Cllr G Boyle	Jun-08	Jun-09
			Cllr Mrs D English		Jun-10
Local Mental Health Development Group	1	1 Year	Cllr Mrs N Bacon	Jun-08	Jun-09
Mary Slater's Charity	2	1 Year	Mayor in Office	-	-
			Sheriff in Office	-	-
Municipal Charities	4	1 Year	Mayor in Office	-	-
		4 Years	Cllr Mrs J A Allsopp		Oct-11
			Mrs V A Diggle	Nov-08	Nov-12
			Cllr Mrs D English	Nov-08	Nov-12
North Lichfield Initiative - Board	1	1 Year	Cllr D P A Dundas	Jun-08	Jun-09
North Lichfield Initiative - Transport and Environmental Topic Gp.	1	1 Year	Cllr T Thomas	Jun-08	Jun-09
Police Authority Consultative Committee	1	1 Year	Cllr J N Wilks	Jun-08	Jun-09
SCC – Friary High School, Safer Routes to School	1	1 Year			
SCC - Parish Contact Public Transport Meeting	1	4 Years	Cllr I A Jackson		Jun-11
SPCA - Executive Committee <i>(NB nomination only)</i>	1	2 Years	Cllr R J Awty	Nov-08	Nov-10
			Cllr B S White		
SPCA - Lichfield District Area Committee	2	2 Years	Cllr Mrs N Bacon	Jun-08	Jun-09
			Cllr J R Bayliss	Jun-08	Jun-09
St Giles Hospice Local Govt Friends' Group	1	4 Years	Cllr B F Bacon		Jun-11
St John's Hospital Trustees	2	4 Years	Cllr Mrs J M Eagland		Jun-11
		4 Years	Cllr A D Thompson		Jun-11
Local Agenda 21 - Sustainable Staffordshire (including NHS Environmental Management Group)	1	1 Year	Cllr D English	Jun-08	Jun-09
Samuel Johnson Tercentenary Committee – Steering Group	1	1 Year	Museums & Heritage Officer	Jun-08	Jun-09
Twinning Association	3	1 Year	Mayor in Office	-	-
			Cllr T V Finn	Jun-08	Jun-09
			Cllr Mrs E C Roe	Jun-08	Jun-09
West Coast Rail 250	1	1 Year	Cllr A D Thompson	Jun-08	Jun-09

Lichfield City Council
Minutes of the Meeting of Lichfield City Council held in Guildhall, Lichfield,
on Monday, 21 July 2008 at 6.30 pm

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

APOLOGIES: Councillors J R Bayliss, B D Diggle, P L Hitchman, D Prentis and M A Warfield (Mayor).

29 MAYOR'S ANNOUNCEMENTS

The Deputy Mayor reported on recent civic and other engagements attended by the Mayor including the opening of Leyfields improvements, the Cathedral School Speech Day, the Medieval Market and Cars in the Park, and the annual Museum Club Bowls tournament.

30 DECLARATIONS OF INTEREST

Councillors Mrs J A Allsopp, Mrs M P Bland, Mrs J M Eagland, C J Spruce and J N Wilks declared prejudicial interests in respect of Minute 41 (Boley Hall Playgroup fence) as they were members of the Hall Management Committee and/or Trustees of the Hall, and left the meeting during the consideration and voting thereon. Councillor C Greatorex declared a prejudicial interest in respect of Minute 42 (Darwin Hall – Consultation Responses) as it related to s.106 funding since he was a Member of Lichfield District Council's Executive, and left the meeting during the consideration and voting thereon.

31 COUNCIL MINUTES

RESOLVED: *That the Minutes of the Meeting of the City Council held on 16 June 2008 (13 - 28) be confirmed and signed as a correct record.*

32 PLANNING APPLICATIONS COMMITTEE

RESOLVED: *That the Minutes of the Planning Applications Committee Meetings held on 29 May and 19 June 2008 be received.*

33 NOTICE OF MOTION – SUPPORT FOR NEW SETTLEMENT IN THE FRADLEY AREA

It was proposed by Councillor D P A Dundas, and seconded by Councillor J C Walker that:

“The City Council confirms its long standing support for a new settlement in the Fradley area, in order to minimise the impact on the City of the Government allocation of new housing in the District. Accordingly, the City Council gives its full support to the Planning Application by the Curborough Consortium No 08/00324/OUT for a new self-sustaining settlement adjacent to Fradley Park of 5,000 dwellings, which includes at least 30% of affordable homes.”

On being put to the vote the motion was declared **LOST**.

A request for a named vote was recorded as follows:

For the Motion: Councillors D P A Dundas and J C Walker (2).

Against the Motion: Councillors Mrs J A Allsopp, Mrs M G Boyle, Mrs J M Eagland, Mrs D English, C Greatorex, B S White and J N Wilks (7)

Those abstaining: Councillors R J Awty, B F Bacon, Mrs N Bacon, Mrs M P Bland, G Boyle, T V Finn, M J Fryers, I A Jackson, Mrs E C Roe, D Smedley, J A Smith, C J Spruce, T J Thomas, and A D Thompson (14).

34 INTERNAL CONTROL WORKING PARTY

Consideration was given to the Minutes of the Internal Control Working Party Meeting held on 8 July 2008 and to the following documents referred to in the minutes:

- a) Out-turn Report for the year ending 31 March 2008
- b) Annual Return (Statement of Accounts) for the year ending 31 March 2008

RESOLVED:

- 1 That the Minutes of the Internal Control Working Party held on 8 July 2008 be received and the recommendations contained therein be adopted.**
- 2 That the Out-Turn Report for the Year ending 31 March 2008 be adopted.**
- 3 That the Annual Return for the year ending 31 March 2008 be approved and duly signed on behalf of the Council.**
- 4. That the Statement of Assurance for the Year ending 31 March 2008 be approved and duly signed on behalf of the Council.**

35 REPORT OF THE OUTSIDE SERVICES OFFICER

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

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

36 NALC ANNUAL CONFERENCE REPORT

The Council received a report from Councillor A D Thompson following his attendance at the Annual Conference in Eastbourne from 20 - 22 May 2008.

RESOLVED: That Councillor Thompson be thanked for his report and that report be received.

37 RAIL ISSUES

The Council received a report from Councillor A D Thompson detailing the current situation on several issues relating to rail travel affecting the City.

RESOLVED: That Councillor Thompson be thanked for his report and that report be received.

38 REVISED QUALITY PARISH SCHEME

The Council noted the details of the revised scheme and the additional new tests of 'promoting local democracy and citizenship', 'training for members and staff', and 'terms and conditions of paid staff'.

RESOLVED: That the Council apply for re-accreditation as a Quality Council and take the required measures to meet the revised criteria.

39 EMPOWERMENT WHITE PAPER – COMMUNITIES IN CONTROL

The Council noted the contents of a report summarising the White Paper as it related to the work of Parish Councils together with a Briefing Paper from the NALC.

RESOLVED: That the report be noted.

40 ROCK AND POP CONCERTS

The Council noted the content of a report indicating that sponsorship of £250 per event had been offered to the Garrick for four rock concerts in July and August in line with the Council's resolution of Minute 61 of the meeting held on 23 October 2006.

RESOLVED: That the report be noted.

41 BOLEY HALL PLAYGROUP FENCE

Further to Minute 123 of the Council Meeting held on 14 April 2008 members noted that further investigations had taken place to determine the nature of the requirements, including a meeting with all interested parties in June, resulting in a proposal to provide a secure area for outdoor exercise in the "horseshoe" planter at the rear of the Hall as shown in the plan attached to the agenda, at an estimated cost of £4,800.

RESOLVED: *That the Council approve expenditure to implement the revised scheme.*

42 DARWIN HALL – CONSULTATION RESPONSES

The Council considered a report detailing the responses received from the public consultation exercise carried out between 30 May and 20 June 2008.

RESOLVED:

- a) *That given the inconsistency of comments and the low number of responses received from the consultation exercise a Working Group be established to consider how to proceed with this scheme and report back to the Council with recommendations.*
- b) *That the membership of the Working Group be Councillors R J Awty, T V Finn, Mrs E C Roe, D Smedley, J A Smith, C J Spruce and J N Wilks.*

43 PAYMENT OF ACCOUNTS

RESOLVED: *That payment of accounts be approved and confirmed as listed for the period 1 June 2008 to 30 June 2008 in the sum of £54,214.84 General Account, and £702.94 Imprest Account*

44 EXCLUSION OF PRESS AND PUBLIC

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

45 WADE STREET OFFICES – 5 YEAR RENT REVIEW

The Council considered a report of the Town Clerk advising of the outcome of negotiations between the District Valuer and the Landlord in respect of the five-year rent review for the City Council's Wade Street offices.

RESOLVED: *That the Council accept the revised rental as indicated in the agenda report for the five-year period commencing 25 March 2008.*

46 STAFFING ESTABLISHMENT WORKING PARTY

Consideration was given to the Minutes of the Staffing Establishment Working Party held on 7 July 2008.

RESOLVED:

- a) *That the Minutes of the Staffing Establishment Working Party held on 7 July 2008 be received and the recommendations contained therein be adopted, with the exception of Minute 4.*
- b) *That in respect of Minute 4, recommendations a), b) and c) be not approved and the post of Museums & Heritage Officer be advertised and filled in line with the existing terms and conditions.*
- c) *That in respect of Minute 4, recommendation d) be not approved and that the matter be referred back for further discussion by the Staffing Establishment Working Party.*

**THERE BEING NO FURTHER BUSINESS
THE DEPUTY MAYOR DECLARED THE MEETING CLOSED AT 7.25 PM**

Lichfield City Council
Minutes of the Meeting of Lichfield City Council held in Guildhall, Lichfield,
on Monday, 15 September 2008 at 6.30 pm

PRESENT: Councillor M A Warfield, (Mayor), and Councillors Mrs J A Allsopp, R J Awty, B F Bacon, Mrs N Bacon, G Boyle, B D Diggle, Mrs D English, T V Finn, P L Hitchman, I A Jackson, D R R Prentis, Mrs E C Roe, D Smedley, J A Smith, A D Thompson, J C Walker, B S White and J N Wilks.

APOLOGIES: Councillors J R Bayliss, Mrs M P Bland, Mrs M G Boyle, D P A Dundas, Mrs J M Eagland, M J Fryers, C Greatorex, C J Spruce and T J Thomas.

MEMBERS STOOD IN SILENCE TO PAY TRIBUTE TO JOHN WILSON (FORMER MAYOR, COUNCILLOR AND CHARTER TRUSTEE) WHO DIED ON 9 AUGUST 2008.

47 MAYOR'S ANNOUNCEMENTS

The Mayor reported on recent civic and other engagements he had attended including the Royal Garden Party on 22 July, and visits to St Giles Hospice; the Allotments Society Flower and Produce Show on 16 August; Bower Committee cheque presentations on 3 August; the Battle of Britain Service at Fradley on 3 September; and the Sheriff's Ride on 6 September.

48 DECLARATIONS OF INTEREST

Councillor J A Smith declared a personal interest in respect of Minute 56 (Cultural Olympiad) as he was the City Council's representative on Lichfield Arts.

49 COUNCIL MINUTES

RESOLVED: *That the Minutes of the Meeting of the City Council held on 21 July 2008 (29 - 46) be confirmed and signed as a correct record.*

50 PLANNING APPLICATIONS COMMITTEE

RESOLVED: *That the Minutes of the Planning Applications Committee Meetings held on 8 July and 31 July 2008 be received.*

51 NOTICE OF MOTION – POST OFFICE CLOSURES

A Notice of Motion had been submitted by Councillor J C Walker concerning Post Office closures, but as there was no Seconder, the motion was not debated.

52 DARWIN HALL WORKING GROUP

RESOLVED: *That the Minutes of the Darwin Hall Working Group held on 20 August 2008 be received.*

53 A5192 EASTERN AVENUE – CAR SALES

The Council noted the response from Staffordshire Highways.

54 STAFFORDSHIRE PARISH COUNCILS' ASSOCIATION

The Council noted that the Association's Annual General Meeting would take place at the County Buildings, Stafford on Saturday, 15 November 2008 and that up to three voting representatives could be nominated to attend.

RESOLVED:

- a) *That Councillors R J Awty, G Boyle and A D Thompson be nominated to attend and that luncheon and travel expenses be met by the Council.*
- b) *That no motions for debate be submitted on this occasion.*

55 LICHFIELD PARKS PROJECT – HERITAGE FUND STAGE 2 APPLICATION

Members considered the agenda report regarding the Lichfield Parks Project which was a partnership between Lichfield District Council and Lichfield City Council to undertake a major restoration of

- Beacon Park and Minster Pool (LDC owned)
- Remembrance Gardens and Pool Walk (LCC owned)

The Project was dependant on securing funding from the Heritage Lottery Fund (HLF). A Stage 1 application had been successful and had secured £215,000 of HLF funding to prepare the detailed Stage 2 application. The Stage 2 application was now in the final stages of preparation. It needed to be submitted by 2 October, and the application required the City Council to confirm its match funding contributions. A successful Stage 2 bid would release a further £3.9 million of HLF funding for the Project.

The HLF funding would provide 75% of the total project cost, which comprised the capital cost of the works and a ten-year Management and Maintenance Plan. The remaining 25% needed to be match-funded by the Council, and the agenda report detailed how the apportionment of the City Council funding element was to be made. It was noted that the total commitment required from the City Council at this stage was up to £153,000 towards the capital costs of the Project, plus £78,000 over the next 10 years as a revenue contribution. There was a possibility that the capital element of costs to be met by the Council would be reduced by obtaining external grant funding. The Council's budget currently allocated 'earmarked reserves' of £208,000 for its elements of the HLF project.

RESOLVED:

- 1 *That the Council approves the submission by Lichfield District Council of a Stage 2 application to the Heritage Lottery Fund/Big Lottery (HLF/BIG) 'Parks for People' programme to release the £3.919 million grant ring fenced at the time of the Stage 1 approval.*
- 2 *That in addition to £89,000 already itemised, the Council approves an additional capital contribution of up to £64,000 towards its elements of the Lichfield Parks Project.*
- 3 *That the Council approves the allocation of £78,000 of revenue funding for its elements of the Lichfield Parks Project between 2009/10 to 2019/20.*
- 4 *That the Council gives delegated authority to the Town Clerk, in consultation with the Council Leader and Deputy Leader, to approve the City Council elements of the 10-year Management and Maintenance Plan for the Lichfield Parks Project.*
- 5 *That ongoing discussions take place with LDC to arrive at a formula for an equitable allocation of the expenditure and funding sources.*

56 CULTURAL OLYMPIAD

The Council received a report which explained that as part of the successful 2012 Olympic bid there would be a "Cultural Olympiad" in the four years preceding the Games. The launch weekend of the Cultural Olympiad was to be 26-28 September 2008 and had two main themes: 'open up' and 'light up'.

Lichfield Arts was proposing to organise a series of special events to form part of the Cultural Olympiad and sought City Council support in allowing the front of the Guildhall to be externally

lit for the weekend; and also for "free use" of the Guildhall on Saturday afternoons for a series of free short musical events.

RESOLVED: *That the Council supports the Lichfield Arts programme to promote the Cultural Olympiad, and*

- a) *gives approval for the illumination of the Guildhall over the weekend 26-28 September (subject to no conflict with existing bookings and hirers).*
- b) *grants "free use" of the Guildhall on up to four Saturday afternoons per annum until September 2012 for use by Lichfield Arts for cultural events promoting the Cultural Olympiad, provided that such events are open to the public free of charge and do not conflict with other bookings.*

57 FINANCIAL PROGRESS REPORT

Consideration was given to the financial progress report for the period 1 April 2008 to 31 July 2008.

RESOLVED: *That the Financial Progress Report for the period 1 April 2008 to 31 July 2008 be noted.*

58 PAYMENT OF ACCOUNTS

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

- a) *1 July 2008 to 31 July 2008 in the sum of £45,085.60 General Account, and £1,027.62 Imprest Account.*
- b) *1 August 2008 to 31 August 2008 in the sum of £60,384.14 General Account, and £1,24.88 Imprest Account.*

59 EXCLUSION OF PRESS AND PUBLIC

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

60 STAFFING ESTABLISHMENT WORKING PARTY

Consideration was given to the Minutes of the Staffing Establishment Working Party held on 28 August 2008.

RESOLVED: *That the Minutes of the Staffing Establishment Working Party held on 28 August 2008 be received and the recommendations contained therein be adopted.*

**THERE BEING NO FURTHER BUSINESS
THE DEPUTY MAYOR DECLARED THE MEETING CLOSED AT 6.55 PM**

Lichfield City Council

**Minutes of the Meeting of Lichfield City Council held in Guildhall, Lichfield,
on Monday, 20 October 2008 at 6.30 pm**

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

APOLOGIES: Councillors G Boyle, Mrs M G Boyle, B D Diggle, Mrs D English, P L Hitchman and D R R Prentis.

61 MAYOR'S ANNOUNCEMENTS

The Mayor reported on recent civic and other engagements he had attended including the Samuel Johnson Birthday celebrations on 20 September; the St John Ambulance presentation evening, the National Shrievalty Weekend hosted by Lichfield 3-5 October; and the NHS Awards in Telford.

62 DECLARATIONS OF INTEREST

None.

63 COUNCIL MINUTES

RESOLVED: *That the Minutes of the Meeting of the City Council held on 15 September 2008 (47 - 60) be confirmed and signed as a correct record.*

64 PLANNING APPLICATIONS COMMITTEE

RESOLVED: *That the Minutes of the Planning Applications Committee meetings held on 28 August and 18 September 2008 be received.*

65 DARWIN HALL WORKING GROUP

RESOLVED: *That the Minutes of the Darwin Hall Working Group meetings held on 15 September and 8 October 2008 be received and that the recommendations contained therein be adopted.*

66 REPORT OF THE YCG YOUTH WORKER

Consideration was given to the report of the Youth Consultative Group Youth Worker.

RESOLVED: *That the Youth Consultative Group Youth Worker be thanked for her report and the report be received.*

67 NEW MODEL PUBLICATION SCHEME

The Council received a report concerning the Information Commissioner's new model publication scheme and its requirement for all Councils to both adopt the Scheme and also publish a 'Guide to Information' specifying what information it will routinely publish.

RESOLVED: *That the Council adopt the Model Publication Scheme and Guide to Information as contained in agenda Appendix 2 and Appendix 3, and apply these with effect from 1 January 2009.*

68 PARISH COUNCIL REPRESENTATION ON STANDARDS COMMITTEE

The Council received a report which explained that the District Council was inviting nominees to attend its Standards Committee sub-committees in the event that the existing two 'parish' representatives were unavailable.

RESOLVED: *That Councillor T J Thomas be nominated.*

69 RAILWAY ISSUES

An agenda report had been submitted from Councillor A D Thompson's report.

RESOLVED: *That the report be noted.*

70 CONTRACT FOR ERECTION/DISMANTLING OF CHRISTMAS LIGHTS

It was reported that tenders for this work were opened on 15 October 2008 and in accordance with Standing Orders as to Contracts the lowest tender received from Derryford Electrical had been accepted. It was reported that the contract contained an option clause which would allow for its extension for up to two further years subject to a price adjustment in line with published RPI and the agreement of both parties.

RESOLVED: *That the Report be noted.*

71 PAYMENT OF ACCOUNTS

RESOLVED: *That payment of accounts be approved and confirmed as listed for the period 1 September 2008 to 30 September 2008 in the sum of £97,813.86 General Account, and £575.16 Imprest Account.*

**THERE BEING NO FURTHER BUSINESS
THE MAYOR DECLARED THE MEETING CLOSED AT 7.00 PM**

MAYOR

Lichfield City Council

**Minutes of the Meeting of Lichfield City Council held in Guildhall, Lichfield,
on Monday, 1 December 2008 at 6.30 pm**

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

APOLOGIES: Councillors J R Bayliss, D P A Dundas, P L Hitchman and D R R Prentis.

72 MAYOR'S ANNOUNCEMENTS

The Mayor reported on recent civic and other engagements he had attended including theatre visits to see *Hello Dolly* and *My Fair Lady*, the charity Big Band Concert and the switch-on of the Christmas lights. He reported that he had also received a thank-you card from Sarah Wallace for her wedding gift from Councillors.

73 DECLARATIONS OF INTEREST

None.

74 COUNCIL MINUTES

RESOLVED: *That, subject to the addition of Councillor B S White on the list of apologies, the Minutes of the Meeting of the City Council held on 20 October 2008 (61 - 71) be confirmed and signed as a correct record.*

75 PLANNING APPLICATIONS COMMITTEE

RESOLVED: *That the Minutes of the Planning Applications Committee meetings held on 8 October and 29 October 2008 be received.*

76 DARWIN HALL WORKING GROUP

RESOLVED: *That the Minutes of the Darwin Hall Working Group meeting held on 6 November 2008 be received and that the recommendations contained therein be adopted.*

77 STAFFING ESTABLISHMENT WORKING PARTY

RESOLVED: *That the Minutes of the Staffing Establishment Working Party meeting held on 12 November 2008 be received and that the recommendations contained therein be adopted.*

78 REPORT OF THE MARKETS OFFICER

Consideration was given to the report of the Markets Officer.

RESOLVED: *That the Markets Officer be thanked for her report and the report be received.*

79 REPORT OF THE TWINNING OFFICER

Consideration was given to the report of the Twinning Officer.

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

80 REPORT ON SPCA AGM AND NALC “PLACE MATTERS” CONFERENCE

Consideration was given to Councillor A D Thompson’s report on the SPCA Annual General Meeting held on 15 November 2008.

RESOLVED: *That Councillor A D Thompson be thanked for the report and the report be received.*

81 CODE OF CONDUCT FOR MEMBERS AND EMPLOYEES

The Town Clerk’s report on the consultation paper on the Code of Conduct for members and employees, including some suggested responses, was considered.

RESOLVED: *That the suggested responses, as contained in the Town Clerk’s Report, be adopted.*

82 FUNDING FOR ESTABLISHMENT OF NEW TOWN AND PARISH COUNCILS

RESOLVED: *That the Report be noted.*

83 PAYMENT OF ACCOUNTS

RESOLVED: *That payment of accounts be approved and confirmed as listed for the period 1 October 2008 to 31 October 2008 in the sum of £68,163.06 General Account, and £518.42 Imprest Account.*

**THERE BEING NO FURTHER BUSINESS
THE MAYOR DECLARED THE MEETING CLOSED AT 6.52 PM**

Lichfield City Council

Minutes of the Special Meeting of Lichfield City Council held in Guildhall, Lichfield, on Monday, 22 December 2008 at 6.30 pm

PRESENT: Councillor M A Warfield (Mayor), and Councillors Mrs J A Allsopp, R J Awty, J R Bayliss, B D Diggle, D P A Dundas, Mrs D English, M J Fryers, C Greatorex, I A Jackson, Mrs E C Roe, D Smedley, J A Smith, C J Spruce, T J Thomas, A D Thompson, J C Walker, and J N Wilks.

APOLOGIES: Councillors B F Bacon, Mrs N Bacon, Mrs M P Bland, Mrs J M Eagland, T V Finn, P L Hitchman, D R R Prentis and B S White.

84 DECLARATIONS OF INTEREST

Councillor C Greatorex declared a personal interest in respect of Minute 85 (Darwin Hall Working Party) since he was a member of Lichfield District Council's Executive. Councillor C Greatorex declared a prejudicial interest in Minute 87 (Grounds Maintenance Contract) as it directly related to Lichfield District Council finances and since he was a member of Lichfield District Council's Executive, and left the meeting during the consideration and voting thereon.

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

85 DARWIN HALL WORKING GROUP

The Council considered the Minutes of the Darwin Hall Working Group meeting held on 10 December 2008 and noted the outcome of the consultation questionnaire which had been issued to all households on Darwin Park and Chesterfield Road estates.

During consideration of this item the meeting was adjourned for a period of six minutes due to a disturbance from the public gallery.

The meeting resumed and following further consideration and discussion it was

RESOLVED:

- 1. That the Minutes of the Darwin Hall Working Group meeting held on 10 December 2008 be received and that the recommendations contained therein be adopted subject to the inclusion of the wording 'an approved' in item 2. below.**
- 2. That the Council instruct its architects to prepare and submit an approved planning application for a community hall (the Darwin Hall) on the allocated site at the southern end of Cathedral Walk, the hall to be of equivalent size to the Boley Park Community Hall (297 sq m).**
- 3. That a Darwin Hall Committee be established, comprising the same members as the current Darwin Hall Working Group.**
- 4. That the Council grants delegated authority to the Darwin Hall Committee to undertake all matters necessary to secure construction of the community hall on the allocated site within a capital budget of £750,000.**

86 EXCLUSION OF PRESS AND PUBLIC

RESOLVED: *That in accordance with Section 19(2) of the Public Bodies (Admissions to Meetings) Act 1960 the press and public be excluded from the meeting by virtue of the confidential nature of the business to be transacted*

87 GROUNDS MAINTENANCE CONTRACT

Consideration was given to the report of the Town Clerk.

RESOLVED:

1. *That the existing Grounds Maintenance Contract with Lichfield District Services be extended for a period of one year from 1 April 2009 on existing terms, conditions and specification, but subject to an amendment in the Contract Value in line with RPI increases in the 12 month period preceding 1 April 2009.*
2. *That the Council investigate alternative means of procuring this service and a further report be submitted to Council in 2009.*

88 SAMUEL JOHNSON BIRTHPLACE MUSEUM REPAIRS AND RENEWALS

Consideration was given to the Town Clerk's report following the opening of tenders on 15 December 2008 by the Tender Opening Sub-Committee.

RESOLVED: *That approval be given to accept the lowest tender in the sum of £36,683 for redecoration and repairs works at the Johnson Birthplace Museum, the costs to be met from the Birthplace Repairs and Renewals fund with additional expenditure from the general Repairs & Renewals Contingency Fund.*

**THERE BEING NO FURTHER BUSINESS
THE MAYOR DECLARED THE MEETING CLOSED AT 7.10 PM**

Lichfield City Council
Minutes of the Meeting of Lichfield City Council held in Guildhall, Lichfield,
on Tuesday, 20 January 2009 at 6.30 pm

PRESENT: Councillor M A Warfield (Mayor), and Councillors Mrs J A Allsopp, R J Awty, B F Bacon, Mrs N Bacon, Mrs M P Bland, G Boyle, Mrs M G Boyle, B D Diggle, Mrs J M Eagland, Mrs D English, C Greatorex, Mrs E C Roe, D Smedley, J A Smith, T J Thomas, A D Thompson, J C Walker, B S White and J N Wilks.

APOLOGIES: Councillors D P A Dundas, T V Finn, M J Fryers, P L Hitchman, I A Jackson and C J Spruce.

89 MAYOR'S ANNOUNCEMENTS

- a) The Mayor reported on recent civic and other engagements he had attended including his Christmas Carol Concert at the Guildhall on 17 December, and reminded councillors of the arrangements for the Mayor and Sheriff's Charity Valentine's Ball on 14 February.
- b) The Mayor reported that a chain for the Deputy Mayor's badge of office had been very kindly donated to the City Council by Councillor T J Thomas.
- c) The Mayor reported that the set of woods he had borrowed for use in the annual Swinfen Broun bowls match last July had now been donated to the City Council by the family of the owner, after the owner had sadly passed away.
- d) The Mayor reported that the City Council had successfully secured the renewal of its Quality Status. The Leader of the Council also spoke on this issue, and the Council agreed to place on record its appreciation for the work of the Town Clerk in preparing the submission for re-accreditation.

90 DECLARATIONS OF INTEREST

Councillors J A Smith and J N Wilks both declared prejudicial interests in respect of Minute 97 (Lichfield Speakers' Corner) as they were members of the Founding Committee, and left the meeting during the consideration and voting thereon.

91 COUNCIL MINUTES

RESOLVED: *a) That the Minutes of the Meeting of the City Council held on 1 December 2008 (72 - 83) be confirmed and signed as a correct record.*

RESOLVED: *b) That the Minutes of the Special Meeting of the City Council held on 22 December 2008 (84 - 88) be confirmed and signed as a correct record.*

92 PLANNING APPLICATIONS COMMITTEE

RESOLVED: *That the Minutes of the Planning Applications Committee meetings held on 20 November and 10 December 2008 be received.*

93 JOHNSON BIRTHPLACE ADVISORY COMMITTEE

RESOLVED: *That the Minutes of the Johnson Birthplace Advisory Committee meeting held on 4 December 2008 be received and that the recommendations contained therein be adopted.*

94 REPORT OF NALC CHIEF EXECUTIVE

The Council noted the contents of the report from the NALC Chief Executive.

95 'STEPPING STONES' CONFERENCE

Consideration was given to the appointment of a representative to attend one of the NALC 'Stepping Stones' conferences in February 2009.

RESOLVED: *That Councillor A D Thompson be appointed to attend the NALC 'Stepping Stones' Conference, and that the Council meet the conference, travel and subsistence expenses arising.*

96 POWER OF WELL-BEING

The Council noted the measures necessary to invoke the new power, which included training for the Clerk and at least 80% of members; and a published Statement of Community Engagement.

RESOLVED: *That the Council take the necessary measures required to operate the "power of well-being."*

97 LICHFIELD SPEAKERS' CORNER

The Council noted the Town Clerk's report on the partnership work being undertaken to establish a Speakers' Corner in Lichfield and the proposed launch of this on 2 May 2009.

RESOLVED: *That the City Council provide £500 from its Arts/Culture/Tourism budget to assist in the establishment of a Lichfield Speakers' Corner Committee.*

98 FEES AND CHARGES 2009/10

The Council considered the level of fees and charges to be levied for Markets, the Guildhall and photocopying for 2009/10.

RESOLVED: *That the scale of charges as detailed in agenda item 12 be adopted.*

99 BUDGET ESTIMATES 2009/10

(INCLUDING FINANCIAL PROGRESS REPORT 1 APRIL TO 31 DECEMBER 2008)

Consideration was given to the:

- a) Financial Progress Report for the period 1 April to 31 December 2008.
- b) Budget estimates for 2009/10 financial year.

RESOLVED:

1. *That the Financial Progress Report for the period 1 April to 31 December 2008 be noted.*
2. *That the Council approve:*
 - i) *The Budget Estimates and Report for 2009/10 financial year.*
 - ii) *A precept for 2009/10 financial year in the sum of £626,900*

100 PAYMENT OF ACCOUNTS

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

- a) *1 November 2008 to 30 November 2008 in the sum of £63,371.55 General Account, and £610.28 Imprest Account.*
- b) *1 December 2008 to 31 December 2008 in the sum of £50,160.93 General Account, and £308.40 Imprest Account.*

**THERE BEING NO FURTHER BUSINESS
THE MAYOR DECLARED THE MEETING CLOSED AT 6.55 PM**

MAYOR

Lichfield City Council

**Minutes of the Meeting of Lichfield City Council held in Guildhall, Lichfield,
on Tuesday, 3 March 2009 at 6.30 pm**

PRESENT: Councillor M A Warfield (Mayor), and Councillors Mrs J A Allsopp, R J Awty, B F Bacon, Mrs N Bacon, Mrs M P Bland, G Boyle, Mrs M G Boyle, B D Diggle, D P A Dundas, Mrs J M Eagland, Mrs D English, T V Finn, M J Fryers, Mrs E C Roe, D Smedley, J A Smith, C J Spruce, T J Thomas, A D Thompson, J C Walker and B S White.

APOLOGIES: Councillors J R Bayliss, C Greatorex, P L Hitchman, I A Jackson and J N Wilks.

101 MAYOR'S ANNOUNCEMENTS

The Mayor reported on recent civic and other engagements he had attended including the antiques valuation day on 31 January; the Mayor and Sheriff's Valentine's Ball on 14 February; The Smith's Company Service and dinner on 22 February; Shrovetide Fair on 24 February; School Speaking Competition on 27 February; and the departure of the modern day Johnson and Garrick from the Birthplace Museum on 2 March to recreate the famous walk to London, marking the start of the Tercentenary celebrations.

102 DECLARATIONS OF INTEREST

Councillors D P A Dundas, T V Finn, M A Warfield and J C Walker declared prejudicial interests in respect of Minute 111 (Curborough Community Centre and Cruck House Leases), as they were members of the Curborough Community Association, and left the meeting during the consideration and voting thereon. Those Councillors who declared interests under Minute 106 (Grants Advisory Committee) are listed under that Minute.

103 COUNCIL MINUTES

RESOLVED: *That the Minutes of the Meeting of the City Council held on 20 January 2009 (89 - 100) be confirmed and signed as a correct record.*

104 PLANNING APPLICATIONS COMMITTEE

RESOLVED: *That the Minutes of the Planning Applications Committee meetings held on 6 January and 22 January 2009 be received.*

105 NOMINATIONS FOR CIVIC OFFICE 2009/10

a) Mayor Elect

It was proposed by Councillor D Smedley, seconded by Councillor A D Thompson and

RESOLVED: *That Councillor Terence John Thomas be nominated Mayor Elect for the year 2009/10.*

b) Deputy Mayor Elect

Councillor C J Spruce was proposed by Councillor A D Thompson and seconded by Councillor Mrs D English.

Councillor J A Smith was proposed by Councillor Mrs E C Roe and seconded by Councillor Mrs M P Bland.

On being put to the vote it was,

RESOLVED: *That Councillor Christopher John Spruce be nominated Deputy Mayor Elect for the year 2009/10.*

c) Sheriff Elect

It was proposed by Councillor C J Spruce, seconded by Councillor B D Diggle and

RESOLVED: *That Mr Simon Price be nominated Sheriff Elect for the year 2009/10.*

106 GRANTS ADVISORY COMMITTEE

Consideration was given to the recommendations of the Grants Advisory Committee held on 5 February 2009, and to a separate application from the Lichfield Shrievally Association for free use of the Guildhall.

It was proposed, *“that the minutes of the Grants Advisory Committee Meeting held on 5 February 2009 be received and that the recommendations contained therein be adopted.”*

An amendment was proposed by Councillor Mrs E C Roe; *“that a grant of £1,000 be made to St Giles Hospice with a corresponding reduction in the grant awarded to Lichfield District Arts Association.”*

On being put to the vote the amendment was declared lost, whereupon it was

RESOLVED: *That the Minutes of the Grants Advisory Committee Meeting held on 5 February 2009 be received, and the recommendations contained therein be adopted.*

It was further proposed that the Lichfield Shrievally Association be granted free use of rooms at the Guildhall

RESOLVED: *That free use of rooms at the Guildhall be granted to the Lichfield Shrievally Association to the value of £11.50.*

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

<i>Alzheimers Disease Society</i>	D Smedley
<i>Bower</i>	T V Finn
<i>Curborough Community Association</i>	T V Finn
<i>Friends of Johnson Birthplace</i>	Mrs M G Boyle, B D Diggle
<i>Jack & Jill's Pre School</i>	T V Finn
<i>Lichfield Proms in the Park</i>	T V Finn
<i>Lichfield Shrievally Association</i>	Mrs J A Allsopp, Mrs N Bacon, G Boyle, Mrs M G Boyle, B D Diggle, Mrs J M Eagland, T V Finn, J A Smith, T J Thomas, A D Thompson [<i>These Councillors left the room during the consideration and voting on this item</i>]
<i>Lichfield Twinning Association</i>	Mrs M G Boyle, T V Finn
<i>Worshipful Company of Smiths</i>	T V Finn

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

<i>Beacon Street Area Residents Association</i>	M J Fryers
<i>Curborough Community Association</i>	M J Fryers
<i>Johnson Society</i>	Mrs D English
<i>Lichfield Cathedral Outreach Group</i>	D R R Prentis
<i>Lichfield District Arts Association</i>	Mrs D English
<i>Lichfield Festival Association</i>	Mrs D English, J A Smith
<i>Lichfield & Hatherton Canals Restoration Trust</i>	D P A Dundas
<i>Lichfield Shrievally Association</i>	G Boyle, M A Warfield
<i>Lichfield Skate Park Association</i>	D P A Dundas
<i>Lichfield Twinning Association</i>	Mrs D English, J A Smith

107 REPORT OF THE OUTSIDE SERVICES OFFICER

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

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

108 REPORT OF THE MUSEUMS & HERITAGE OFFICER

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

RESOLVED: a) *That the Museums & Heritage Officer be thanked for her report and the report be received, and that a letter of thanks be sent to her in appreciation of her involvement in securing the successful completion of the recent Birthplace works.*

b) *That a letter of appreciation be sent to the Birthplace redecoration contractors, A & D Barton (Pelsall) Ltd for their excellent workmanship on the project, and in completing the contract so promptly.*

109 JOHNSON TRICENTENARY CELEBRATIONS

The Council considered the agenda report containing details of the proposals for a son-et-lumière as the highlight of the Johnson Tercentenary celebrations in September 2009.

RESOLVED: *That the Council approve the appointment of the three professional artists, together with the allocation of funding as detailed from the Tercentenary fund to create and stage a high-quality open air sound and light show at the Birthplace Museum on 18 and 19 September 2009 in celebration of the Tercentenary of the birth of Dr Samuel Johnson.*

110 CALENDAR OF MEETINGS 2009/10

RESOLVED: *That the Calendar of Meetings for 2009/10 be as follows:*

2009		
Wednesday, 6 May	6.30pm	Planning Applications Committee
Monday, 11 May	6.30pm	ANNUAL COUNCIL
Wednesday, 20 May	7.30pm	ANNUAL TOWN MEETING
Thursday, 28 May	6.30pm	Planning Applications Committee
Wednesday, 17 June	6.30pm	Internal Control Working Party
Thursday, 18 June	6.30pm	Planning Applications Committee
Monday, 29 June	6.30pm	COUNCIL
Tuesday, 7 July	6.30pm	Planning Applications Committee
Monday, 20 July	6.30pm	COUNCIL (if required)
Thursday, 30 July	6.30pm	Planning Applications Committee
Thursday, 3 September	6.30pm	Planning Applications Committee
Monday, 14 September	6.30pm	COUNCIL
Thursday, 24 September	6.30pm	Planning Applications Committee
Tuesday, 6 October	2.30pm	Johnson Birthplace Advisory Committee
Thursday, 15 October	6.30pm	Planning Applications Committee
Monday, 26 October	6.30pm	COUNCIL
Thursday, 5 November	6.30pm	Planning Applications Committee
Wednesday, 11 November	6.30pm	Staffing Establishment Working Party
Monday, 16 November	6.30pm	Internal Control Working Party
Wednesday, 25 November	6.30pm	Planning Applications Committee
Monday, 7 December	6.30pm	COUNCIL
Thursday, 17 December	6.30pm	Planning Applications Committee

2010		
<i>Thursday, 7 January</i>	6.30pm	<i>Planning Applications Committee</i>
Monday, 25 January	6.30pm	COUNCIL
<i>Thursday, 28 January</i>	6.30pm	<i>Planning Applications Committee</i>
Thursday, 11 February	6.30pm	Grants Advisory Committee
<i>Wednesday, 17 February</i>	6.30pm	<i>Planning Applications Committee</i>
Monday, 8 March	6.30pm	COUNCIL
<i>Thursday, 11 March</i>	6.30pm	<i>Planning Applications Committee</i>
Thursday, 18 March	6.30 pm	Internal Control Working Party
Thursday, 1 April	2.30 pm	Johnson Birthplace Advisory Committee
<i>Thursday, 8 April</i>	6.30pm	<i>Planning Applications Committee</i>
Monday, 26 April	6.30pm	COUNCIL
<i>Thursday, 6 May</i>	6.30pm	<i>Planning Applications Committee</i>
Monday, 17 May	6.30pm	ANNUAL COUNCIL
Wednesday, 26 May	7.30pm	ANNUAL TOWN MEETING

111 CURBOROUGH COMMUNITY CENTRE AND CRUCK HOUSE LEASES

The Council noted the proposed arrangements for renewal of the leases of Curborough Community Centre and Cruck House.

RESOLVED: That delegated authority be granted to the Clerk, in consultation with the Leader and Deputy Leader, to renew the leases of Curborough Community Centre and Cruck House to the Curborough Community Association for a further period of 7 years based on similar terms to the existing leases, but incorporating any minor changes to be agreed with the Curborough Community Association.

112 TENDERS – ST MICHAEL’S CHURCHYARD

The Council noted the report detailing the scheme for relaying the main pathway of ‘Staffordshire Blue’ pavements with a substantial base and concealed edgings; and relaying other paths around the Church with Breendon gravel, and the stone flags to remove the present low step to the church porch.

It was noted that tenders for the works had been opened by the Tender-Opening Sub-Committee on 11 February, and the lowest tender, received from Right Outside, had been accepted.

113 PAYMENT OF ACCOUNTS

RESOLVED: That payment of accounts be approved and confirmed as listed for the period 1 January 2009 to 31 January 2009 in the sum of £85,900.12 General Account, and £174.00 Imprest Account.

114 EXCLUSION OF PRESS AND PUBLIC

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

115 BAD DEBT WRITE OFF

The Council discussed the details of three debts due in respect of Guildhall hire charges totalling £243.50.

RESOLVED: a) That in respect of invoice No. 13816 (£176.60) the debt be pursued through legal action.

b) That in respect of invoice Nos. 13576 and 13616 (totalling £66.90), the debt be written off as irrecoverable.

**THERE BEING NO FURTHER BUSINESS
THE MAYOR DECLARED THE MEETING CLOSED AT 7.12 PM**

MAYOR

Lichfield City Council

**Minutes of the Special Meeting of Lichfield City Council held in the Guildroom, Guildhall,
Lichfield, on Friday, 13 March 2009 at 6.30 pm**

PRESENT: Councillor M A Warfield (Mayor), and Councillors Mrs J A Allsopp, B F Bacon, Mrs N Bacon, Mrs M P Bland, G Boyle, Mrs M G Boyle, B D Diggle, D P A Dundas, Mrs J M Eagland, M J Fryers, C Greatorex, I A Jackson, D R R Prentis, Mrs E C Roe, D Smedley, J A Smith, T J Thomas, A D Thompson and J C Walker.

APOLOGIES: Councillors R J Awty, Mrs D English, T V Finn, P L Hitchman, C J Spruce, B S White and J N Wilks.

116 APPROVAL FOR EXTENSION OF ABSENCE

Councillor Prentis addressed the meeting and explained the background to his absences from meetings due to work commitments. This was followed by some discussions on the issues raised.

The Town Clerk informed members that the attendance of Councillor Prentis at this meeting meant that he had attended a meeting within the six months' time limit, and the proposal for leave of absence was therefore no longer required.

**THERE BEING NO FURTHER BUSINESS
THE MAYOR DECLARED THE MEETING CLOSED AT 6.55 PM**

MAYOR

Lichfield City Council

Minutes of the Meeting of Lichfield City Council held in the Guildhall, Lichfield, on Monday, 27 April 2009 at 6.30 pm

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

APOLOGIES: Councillors P L Hitchman and A D Thompson.

117 MAYOR'S ANNOUNCEMENTS

The Mayor reported on recent civic and other engagements he had attended including the District Council Chairman's Ball on 6 March; the Burntwood Civic Service on 8 March; British Legion Dinner on 14 March; Women's Land Army Service on 15 March; the Sheriff's Show on 20 March; and the Mayor and Sheriff's Barn Dance on 3 April. In addition the Mayor advised the Council that local Red Watch of the Fire Service had for the second year in succession won the traffic crash competition and would be going on to compete in the national competition.

118 DECLARATIONS OF INTEREST

Councillors Mrs J A Allsopp, D P A Dundas, T V Finn, M A Warfield and J C Walker declared prejudicial interests in respect of Minute 127 (Cruck House repairs), as they were members of the Curborough Community Association, and left the meeting during the consideration and voting thereon. Councillors Mrs J M Eagland, M J Fryers and C Greatorex declared personal interests in respect of Minute 124 (Lichfield Parks Project – HLF Award). Councillor J A Smith declared a personal interest in Minute 129 (Youth Consultative Group – Projects for Youth Grants) as he was the Council's representative on the Lichfield Arts Executive.

119 COUNCIL MINUTES

RESOLVED:

- a) *That the Minutes of the Meeting of the City Council held on 3 March 2009 (101 – 115) be confirmed and signed as a correct record.*
- b) *That the Minutes of the Special Meeting of the City Council held on 13 March 2009 (116) be confirmed and signed as a correct record.*

120 PLANNING APPLICATIONS COMMITTEE

RESOLVED: *That the Minutes of the Planning Applications Committee meetings held on 12 February 2009, 5 March 2009 and 26 March 2009 be received.*

121 INTERNAL CONTROL WORKING PARTY

RESOLVED: *That the Minutes of the Internal Control Working Party held on 19 March 2009 be received, and the recommendations contained therein be adopted.*

122 JOHNSON BIRTHPLACE ADVISORY COMMITTEE

RESOLVED: *That the Minutes of the Johnson Birthplace Advisory Committee held on 2 April 2009 be received, and the recommendations contained therein be adopted.*

123 DARWIN HALL COMMITTEE

RESOLVED: *That the Minutes of the Darwin Hall Committee on 20 March 2009 be received.*

124 LICHFIELD PARKS PROJECT – HERITAGE LOTTERY FUND AWARD

The Council considered the agenda report detailing the cost breakdown of the project now that HLF funding of £3.9m had been awarded. It was noted that Lichfield District Council, as lead authority for the project would be responsible for letting the contract in accordance with European Procurement Regulations; and that the programmed contract period was for the work to commence during the autumn 2009 and last for 80 weeks.

RESOLVED:

- 1. That the report be noted.**
- 2. That the Council approve that Lichfield District Council, as lead authority, undertake the approval of the select tender list and subsequent tender, in accordance with its Financial Standing Orders.**

125 ALLOTMENT LAND

The Council considered the agenda report detailing the current situation with regard to allotment provision in the City and noted that there were now large numbers of people on the waiting list of the Lichfield and District Allotments & Home Gardens Society.

The report stated that consultation had taken place with the Allotment Society and that potential sites had been identified, although the likelihood of acquiring them for this use was considered to be remote since property developers had interests in almost all of the available land surrounding the City. The report concluded that the most workable solution to secure the provision of additional land for allotments would be via policies in the Local Development Framework process, including revised S106 policies.

RESOLVED:

- 1. That the report be noted.**
- 2. That representations be made to Lichfield District Council that:**
 - a) The Core Strategy of the LDF highlight the current shortage of allotment land and that sites be identified for allotment use in the subsequent 'Land Allocations' stage of the LDF.**
 - b) S106 policies be modified to provide that an area of land, or alternative financial provision, be provided from future developments specifically for allotment use.**

126 GUILDHALL LIFT AND OTHER WORKS

The Council considered an agenda report of the Town Clerk detailing the proposals for works to the Guildhall to include the provision of a new lift to meet modern standards, together with improvements to the heating system. Due to space limitations in the building the provision of a larger lift could only be achieved by the construction of an external shaft, and enquiries had shown that the District Council owned the adjacent semi-derelict garage to the rear of the George IV public house. The acquisition of this land would enable a larger lift to be provided with less disruption to the fabric of the building during construction and also result in larger landing areas within the Guildhall.

RESOLVED:

- 1) That the report be noted.**
- 2) That the City Council request the District Council to incorporate the external garage area at the rear of the Guildhall into the existing Guildhall lease, or alternatively the Council seek to acquire the freehold of this land at a price to be agreed by the District Valuer, and that the Town Clerk (in consultation with the Leader and Deputy Leader) be granted delegated authority to complete the required legal processes to bring this into effect.**

127 CRUCK HOUSE AND CLOCK TOWER REPAIR WORKS

The Council noted that a tender specification had been prepared for the repair works to the Clock Tower and Cruck House as identified in the quinquennial inspections of these two buildings, but the estimated cost of the proposed works exceeded the approved budget.

RESOLVED:

- a) ***That a sum of £14,000 be transferred from General Balances to the Clock Tower and Cruck House Repairs and Renewals budget, to provide a total budget of £38,000 for proposed repair works 2009/10.***
- b) ***That the works be put out to competitive tender in accordance with the Council's Standing Orders for Contracts.***

128 STAFF APPOINTMENTS

The Council noted that Mr Ken Knowles had been appointed as the new Sword Bearer and Town Crier, and that Ms Heather Francis had been appointed as the new Outside Services Officer. Both appointments were to fill vacant posts within the existing staffing establishment.

129 YOUTH CONSULTATIVE GROUP – PROJECTS FOR YOUTH GRANTS

The Council considered the content of a grant application towards the cost of establishing a young person's Folk Ensemble. Members noted that the Youth Consultative Group (YCG) wished to make a grant of £500 to Lichfield Arts under its "Projects for Youth" grants scheme.

It was proposed by Councillor Smedley, "that the Council confirms a grant of £500 to Lichfield Arts under the YCG "Projects for Youth" grants scheme, towards the cost of establishing a young persons Folk Ensemble."

An amendment was proposed by Councillor D R R Prentis, "*that a grant of upto £500 be made to Lichfield Arts under the YCG "Projects for Youth" grants scheme provided that payment was subject to representatives of the Council being satisfied that the grant was wholly for suitable youth projects.*"

On being put to the vote the amendment was declared carried, whereupon it was

RESOLVED: ***That a grant of upto £500 be made to Lichfield Arts under the YCG "Projects for Youth" grants scheme provided that payment was subject to the representatives of the Council being satisfied that the grant was wholly for suitable youth projects.***

130 PAYMENT OF ACCOUNTS

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

- a) ***1 February 2009 to 28 February 2009 in the sum of £99,448.39 General Account, and £665.77 Imprest Account.***
- b) ***1 March 2009 to 31 March 2009 in the sum of £117,948.11 General Account, and £1,153.03 Imprest Account.***

**THERE BEING NO FURTHER BUSINESS
THE MAYOR DECLARED THE MEETING CLOSED AT 7.05 PM**

MAYOR

Lichfield City Council

Minutes of the Annual Meeting of Lichfield City Council held in Guildhall, Lichfield, on Monday, 11 May 2009 at 6.30 pm

PRESENT: Councillors R J Awty, B F Bacon, Mrs N Bacon, Mrs M P Bland, G Boyle, Mrs M G Boyle, B D Diggle, Mrs J M Eagland, Mrs D English, T V Finn, M J Fryers, C Greatorex, I A Jackson, Mrs E C Roe, D Smedley, J A Smith, C J Spruce, T J Thomas, A D Thompson, J Walker, M A Warfield, B S White, and J N Wilks.

APOLOGIES: Apologies were received from Councillor D P A Dundas.

1 ELECTION OF MAYOR

It was proposed by Councillor D Smedley, seconded by Councillor A D Thompson, and

RESOLVED: That Councillor Terence John Thomas be elected Mayor of the City to hold office until the election of a successor at the Annual Meeting of Council in May 2010.

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 COUNCIL MINUTES

RESOLVED: That the Minutes of the City Council Meeting held on 27 April 2009 (117 - 130) be confirmed and signed as a correct record.

3 APPOINTMENT OF DEPUTY MAYOR

It was proposed by Councillor A D Thompson, seconded by Councillor Mrs D English, and

RESOLVED: That Councillor Christopher John Spruce be appointed Deputy Mayor to hold office until the election of Mayor at the Annual Meeting of Council in May 2010.

The Deputy Mayor was invested with the badge of office, and signed the Declaration of Acceptance of Office.

4 ELECTION OF SHERIFF

It was proposed by Councillor C J Spruce, seconded by Councillor B D Diggle, and

RESOLVED: That Mr Simon Price be elected Sheriff of the City until the election of a successor at the Annual Meeting of Council in May 2010.

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

5 EXPRESSION OF THANKS

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

6 APPOINTMENT OF MAYOR'S CHAPLAIN

The Mayor announced that the Reverend Deborah Dyson would be his Chaplain.

7 VOTE OF THANKS TO RETIRING MAYOR

It was proposed by Councillor Mrs N Bacon, seconded by Councillor J N Wilks, and

RESOLVED: That the best thanks of the citizens be accorded to Councillor Mark Andrew Warfield for his valuable and outstanding services as Mayor during 2008/09.

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

8 VOTE OF THANKS TO RETIRING SHERIFF

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

RESOLVED: That the best thanks of the citizens be accorded to Councillor Mrs Norma Bacon for her valuable and outstanding services as Sheriff during 2008/09.

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

9 PRESENTATION OF BADGES OF OFFICE

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

10 REPLICA BADGES OF OFFICE

The retiring Mayor and Mayoress were presented with replica badges of office by the Mayor, and the retiring Sheriff and Sheriff's Consort were presented with replica badges of office by the Sheriff.

11 APPOINTMENT OF LEADER OF COUNCIL

It was proposed by Councillor T J Thomas, seconded by Councillor A D Thompson, and

RESOLVED: That Councillor David Smedley be appointed Leader of Council until the Annual Meeting of Council in May 2010.

12 APPOINTMENT OF DEPUTY LEADER OF COUNCIL

It was proposed by Councillor Mrs N Bacon, seconded by Councillor B Bacon, and

RESOLVED: That Councillor Mark Andrew Warfield be appointed Deputy Leader of Council until the Annual Meeting of Council in May 2010.

13 APPOINTMENT OF COMMITTEES, WORKING PARTIES, AND ADVISORY COMMITTEES

RESOLVED: That membership of Committees, Working Parties, and Advisory Committees be as follows:

a) *Planning Applications Committee*

All members of Council

Chairman Cllr Mrs M G Boyle; Vice Chairman Cllr R J Awty

b) *Grants Advisory Committee (9 members)*

7 Majority Group - Cllrs R J Awty, D P A Dundas, D Smedley, C J Spruce, T J Thomas, A D Thompson, M A Warfield

1 Liberal Democrat Group – Cllr Mrs E C Roe

1 Independent – Cllr J Walker

Chairman Cllr M A Warfield; Vice Chairman Cllr C J Spruce

c) *Internal Control Working Party (6 members)*

5 Majority Group – Cllrs Mrs J A Allsopp, B Bacon, D Smedley, C J Spruce, M A Warfield

1 Liberal Democrat Group – Cllr I A Jackson

Chairman Cllr M A Warfield; Vice Chairman Cllr C J Spruce

d) *Johnson Birthplace Advisory Committee (6 members)*

5 Majority Group – Cllrs R J Awty, J R Bayliss, B D Diggle, A D Thompson, B S White

1 Liberal Democrat Group – Cllr J A Smith

Also:

1 Johnson Friends (appointed by Friends)

1 Johnson Society (appointed by Society)

Chairman Cllr A D Thompson; Vice Chairman Cllr J A Smith

e) *Staffing Establishment Working Party (6 members)*

5 Majority Group - Cllrs Mrs N Bacon, B D Diggle, Mrs D English, D Smedley, J N Wilks

1 Liberal Democrat Group - Cllr Mrs E C Roe

Chairman Cllr D Smedley; Vice Chairman Cllr B D Diggle

f) Darwin Hall Committee (7 members)

5 Majority Group - Cllrs R J Awty, T V Finn, D Smedley, C J Spruce, J N Wilks

2 Liberal Democrat Group – Cllrs Mrs M P Bland, J A Smith

Chairman Cllr J N Wilks; Vice Chairman Cllr C J Spruce

g) Twinning Visits Grants Fund Working Group

Defined by Council resolution as: Leader of Council, Deputy Leader and Liberal Democrat Group Leader

h) Tender-Opening Sub-Committee Defined in Standing Orders as:

Mayor, Deputy Mayor, Leader of Council, Deputy Leader

Plus – (as observer) Liberal Democrat Group Leader or their nominee

**THERE BEING NO FURTHER BUSINESS
THE MAYOR DECLARED THE MEETING CLOSED AT 7.05 PM**

MAYOR

Lichfield City Council
Minutes of the Meeting of Lichfield City Council held in the Guildhall, Lichfield,
on Monday, 29 June 2009 at 6.30 pm

PRESENT: Councillor T J Thomas (Mayor), and Councillors Mrs J A Allsopp, R J Awty, J R Bayliss, Mrs M P Bland, G Boyle, Mrs M G Boyle, B D Diggle, D P A Dundas, Mrs J M Eagland, Mrs D English, M J Fryers, P L Hitchman, I A Jackson, Mrs E C Roe, D Smedley, J A Smith, A D Thompson, J C Walker, M A Warfield, B S White and J N Wilks.

APOLOGIES: Councillors B F Bacon, Mrs N Bacon, C Greatorex and C J Spruce.

14 MAYOR'S ANNOUNCEMENTS

The Mayor reported on recent civic and other engagements he had attended, including the Freedom Parade of the 3rd Battalion of the Mercian Regiment (Staffords) on 15 May; the Court of Array and Bower on 25 May; and the annual prize giving at the Cathedral School on 27 June.

15 DECLARATIONS OF INTEREST

Councillors I A Jackson and A D Thompson declared prejudicial interests in respect of Minute 18 (Annual Town Meeting resolution), as they were the Chair and Patron respectively of the Lichfield Fair Trade Steering Committee, and left the meeting during the consideration and voting thereon. Councillors Mrs M P Bland, D P A Dundas and M J Fryers declared personal interests in respect of Minute 23 (North Lichfield Initiative – Action Plan Review) as they were Board members. Councillors Mrs J A Allsopp, M A Warfield and J C Walker declared personal interests in respect of Minute 25 (Cruck House and Clock Tower repairs) as they were members of the Curborough Community Centre Management Committee.

16 COUNCIL MINUTES

RESOLVED: *That the Minutes of the Annual Meeting of the City Council held on 11 May 2009 (1 – 13) be confirmed and signed as a correct record subject to an amendment correcting the spelling of the name of the Mayor's Chaplain at Minute 6.*

17 PLANNING APPLICATIONS COMMITTEE

RESOLVED: *That the Minutes of the Planning Applications Committee meetings held on 15 April 2009, 6 May 2009 and 28 May 2009 be received.*

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

18 ANNUAL TOWN MEETING, 20 MAY 2009 – FAIRTRADE RESOLUTION

The Council agreed to suspend Standing Orders in order that the item could be discussed at this point in the proceedings, immediately following the representations made on this matter during the Public Forum.

The Council considered the following resolution carried at the Annual Town Meeting held on 20 May 2009:

"This Meeting believes that Lichfield City Council be requested to discuss the proposal that 'Fairtrade City' signs should be erected under the existing welcome signs at the entrances to the city."

Following discussion it was:

RESOLVED: *That approval be given in principle for 'Fairtrade City' signs to be erected beneath the 'Welcome to Lichfield' signs, subject to the following conditions:*

- i. The signs to be made of the same material and to the same standard as the existing signs*
- ii. The background colour shall be the 'yellow' background to match the colour on the existing signs, not white*
- iii. The lettering shall be the same size and font as used for the names of the twin towns on the existing signs*

- iv. *The emblems shall be the same size as used for the twin towns on the existing signs*
- v. *The signs shall be approved by the City Council prior to installation*
- vi. *No costs shall fall on the City Council.*

19 NOTICE OF MOTION – CITY CENTRE PEDESTRIANISATION

It was proposed by Councillor Smedley, duly seconded, and

RESOLVED: This Council believes that the centre of the City should be totally traffic free between 10.00hrs and 18.00hrs and that this should be controlled by rising barriers. Arrangements would be made prior to the order for suitable parking for Blue Badge holders in car parks suitable for their needs.

Residents within the designated area would have passes, and permits would be issued for exceptional access required. Market stall holders would need access, but not all day but after an agreed time.

Negotiations should begin immediately with those authorities under whose control the various aspects are vested.

In the short term the Police should be requested to ensure the current regulations are strictly adhered to, especially the illegal entry by commercial vehicles and non Blue Badge holders using the City centre as a short cut.

20 INTERNAL CONTROL WORKING PARTY

Consideration was given to the Minutes of the Internal Control Working Party Meeting held on 17 June 2009 and to the following documents referred to in the minutes:

- c) Out-turn Report for the year ending 31 March 2009
- d) Annual Return (Statement of Accounts) for the year ending 31 March 2009
- e) Annual Report 2008-09, with Service Objectives 2009-2012

RESOLVED:

- 1 That the Minutes of the Internal Control Working Party held on 17 June 2009 be received and the recommendations contained therein be adopted.***
- 2 That the Out-Turn Report for the Year ending 31 March 2009 be adopted.***
- 3 That the Annual Return for the year ending 31 March 2009 be approved and duly signed on behalf of the Council.***
- 4 That the Statement of Assurance for the Year ending 31 March 2009 be approved and duly signed on behalf of the Council.***
- 5 That the Annual Report 2008-09, with Service Objectives 2009-2012, be adopted.***

21 APPOINTMENT OF REPRESENTATIVES ON OUTSIDE BODIES

RESOLVED: That the representatives detailed in Minutes Appendix 1 be appointed as the City Council representatives on the bodies indicated.

22 REPORT OF THE TWINNING OFFICER

Consideration was given to the report of the Twinning Officer.

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

23 NORTH LICHFIELD INITIATIVE – ACTION PLAN REVIEW

It was noted that the City Council, Lichfield District Council and HomeZone Housing Association, were the three funding partners for the North Lichfield Initiative. A copy of the NLI Action Plan Review, outlining the work of the Initiative during 2008/09 had been circulated with the agenda.

RESOLVED: That the Action Plan Report be noted.

24 MARKET SQUARE TRADERS' TOILETS - TENDERS

Members considered the agenda report regarding tenders that had been received for the refurbishment of the Market Square Traders' toilets. It was noted that tenders had been opened by the Tender Opening Sub-Committee on 8 May 2009, and that the lowest tender received from RMB Maintenance in the sum of £23,442 had been accepted.

RESOLVED: *That the Report be noted.*

25 CRUCK HOUSE AND CLOCK TOWER REPAIRS - TENDERS

Members considered the agenda report regarding tenders that had been received for the repairs to Cruck House and the Clock Tower. It was noted that tenders had been opened by the Tender Opening Sub-Committee on 1 June 2009, and that the lowest tender received from Linford Bridgman (using Option A) in the sum of £24,363 had been accepted.

RESOLVED: *That the Report be noted.*

26 NALC ANNUAL CONFERENCE & EXHIBITION 4-5 SEPTEMBER 2009

It was noted that the NALC Annual Conference would be held at the Royal College of Physicians, London, from Friday 4 to Saturday 5 September 2009, and that the theme of the conference would be "Putting People First".

RESOLVED: *That the Council appoint Cllr A D Thompson as its representative to attend the NALC Annual Conference 4-5 September 2009, and the Council meet the costs of the conference fee, and related subsistence and travel expenses.*

27 YOUTH CONSULTATIVE GROUP - PROJECTS FOR YOUTH GRANTS

Members considered a grant application under the Council's Youth Consultative Group "Projects for Youth" scheme. The application had been submitted by Will Tinsdeall towards a project to establish a data-based website for young people which will list events/clubs/activities within the area.

RESOLVED: *That the Council purchase equipment up to the value of £550 to make available to Will Tinsdeall for the proposed youth activities website, but that the equipment remain the property of the City Council.*

28 WAYLEAVE – EASTERN AVENUE

Members considered correspondence and plan received from Virgin Media seeking a wayleave consent to lay an underground duct through City Council owned land at Cappers Lane, Lichfield, for which they were offering a 'one-off' payment of £1,300.

RESOLVED: *That the Council grant wayleave consent to Virgin Media to lay an underground duct through Cappers Lane as detailed in agenda Appendix 5.*

29 PAYMENT OF ACCOUNTS

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

- a) *1 April 2009 to 30 April 2009 in the sum of £92,352.26 General Account, and £518.78 Imprest Account*
- b) *1 May 2009 to 31 May 2009 in the sum of £126,601.22 General Account, and £700.26 Imprest Account*

**THERE BEING NO FURTHER BUSINESS
THE MAYOR DECLARED THE MEETING CLOSED AT 7.25 PM**

Representatives on Outside Bodies

Outside Body	No of Reps	Period of Office	Representative	Appointment Starts	Appointment Ends
Boley Park Community Hall Management Committee	3	1 Year	Cllr B D Diggle	Jun-09	Jun-10
			Cllr Mrs J M Eagland	Jun-09	Jun-10
			Cllr M A Warfield	Jun-09	Jun-10
Boley Park Community Hall Trustees	4	Until retire or replaced	Cllr B D Diggle		When retire or replaced
			Cllr Mrs J M Eagland		
			Cllr Mrs M P Bland		
			Cllr J N Wilks		
Bower Committee	1	1 Year	Cllr Mrs E C Roe	Jun-09	Jun-10
Curborough Community Association	3	1 Year	Cllr D P A Dundas	Jun-09	Jun-10
			Cllr Mrs N Bacon	Jun-09	Jun-10
			Cllr M A Warfield	Jun-09	Jun-10
Dr Milley's Hospital	1	4 Years	Cllr Mrs J M Eagland	Mar-09	Mar-13
Erasmus Darwin Foundation	1	1 Year	Cllr Mrs M G Boyle	Jun-09	Jun-10
Friends of Johnson Birthplace	1	Until retire or replaced	Cllr P L Hitchman	Until retire or replaced	Until retire or replaced
Friends of Samuel Johnson Community Hospital	1	1 Year	Cllr Mrs N Bacon	Jun-09	Jun-10
Guild of St Mary's Centre Lichfield (Ltd)	1	1 Year	Mayor in Office (Honorary Companion)	-	-
Hinton's Charity	1	1 Year	Mayor in Office	-	-
Johnson Council (non voting observers)	2	1 Year	Mayor in Office	-	-
			Sheriff in Office	-	-
LDAA Exec Committee – non voting observer	1	1 Year	Cllr J A Smith	Jun-09	Jun-10
LDC – Arts Partnership	3	1 Year	Cllr Mrs N Bacon	Jun-09	Jun-10
			Cllr Mrs D English	Jun-09	Jun-10
			Mrs V A Diggle	Jun-09	Jun-10
LDC - Community Transport Partnership	1	1 Year	Cllr J A Smith	Jun-09	Jun-10
LDC - Parish Forum	2	1 Year	Cllr G Boyle	Jun-09	Jun-10
			Cllr R J Awty	Jun-09	Jun-10
Lichfield Adventure Playground Association	2	1 Year	Cllr J R Bayliss	Jun-08	Jun-10
			Cllr B F Bacon	Jun-09	Jun-10
Lichfield City Forum	1	1 Year	Cllr T V Finn	Jun-09	Jun-10
			Cllr M J Fryers	Jun-09	Jun-10
			Cllr D Smedley	Jun-09	Jun-10
Lichfield and District Council of Voluntary Service	1	1 Year	Cllr B S White	Jun-09	Jun-10
Lichfield C. A. B.	1	1 Year	Cllr B D Diggle	Jun-09	Jun-10
Lichfield Conduit Lands Trust	4	1 Year	Mayor in Office	-	-
		4 Years	Cllr A D Thompson	Jun-08	Jun-12
			Cllr Mrs M G Boyle	Jun-06	Jun-10
			Cllr Mrs D English	Jun-06	Jun-10

Outside Body	No of Reps	Period of Office	Representative	Appointment Starts	Appointment Ends
Lichfield District Tourism Association Executive	2	1 Year	Museums & Heritage Officer	Jun-09	Jun-10
			Cllr G Boyle	Jun-09	Jun-10
Local Mental Health Development Group	1	1 Year	Cllr Mrs N Bacon	Jun-09	Jun-10
Mary Slater's Charity	2	1 Year	Mayor in Office	-	-
			Sheriff in Office	-	-
Municipal Charities	4	1 Year	Mayor in Office	-	-
		4 Years	Cllr Mrs J A Allsopp	Oct-07	Oct-11
			Mrs V A Diggle	Nov-08	Nov-12
			Cllr Mrs D English	Nov-08	Nov-12
North Lichfield Initiative - Board	1	1 Year	Cllr D P A Dundas	Jun-09	Jun-10
North Lichfield Initiative - Transport and Environmental Topic Gp.	1	1 Year	Cllr T J Thomas	Jun-09	Jun-10
Police Authority Consultative Committee	1	1 Year	Cllr J N Wilks	Jun-09	Jun-10
SCC – Friary High School, Safer Routes to School	1	1 Year	Cllr M J Fryers	Jun-09	Jun-10
SCC - Parish Contact Public Transport Meeting	1	4 Years	Cllr I A Jackson	Jun-07	Jun-11
SPCA - Executive Committee (NB nomination only)	1	2 Years	Cllr R J Awty	Nov-08	Nov-10
SPCA - Lichfield District Area Committee	2	2 Years	Cllr Mrs N Bacon	Jun-09	Jun-10
			Cllr J R Bayliss	Jun-09	Jun-10
St Giles Hospice Local Govt Friends' Group	1	4 Years	Cllr B F Bacon	Jun-07	Jun-11
St John's Hospital Trustees	2	4 Years	Cllr Mrs J M Eagland	Jun-07	Jun-11
		4 Years	Cllr A D Thompson	Jun-07	Jun-11
Local Agenda 21 - Sustainable Staffordshire (including NHS Environmental Management Group)	1	1 Year	Cllr Mrs D English	Jun-09	Jun-10
Samuel Johnson Tercentenary Committee – Steering Group	1	1 Year	Museums & Heritage Officer	Jun-09	Jun-10
Twinning Association	3	1 Year	Mayor in Office	-	-
			Cllr T V Finn	Jun-09	Jun-10
			Cllr Mrs E C Roe	Jun-09	Jun-10
West Coast Rail 250	1	1 Year	Cllr A D Thompson	Jun-09	Jun-10

Lichfield City Council

**Minutes of the Special Meeting of Lichfield City Council held in Guildhall, Lichfield,
on Tuesday, 7 July 2009 at 6.30 pm**

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

APOLOGIES: Councillors J R Bayliss, B D Diggle, C Greatorex and D R R Prentis

30 EXCLUSION OF PRESS AND PUBLIC

RESOLVED: *That in accordance with Section 19(2) of the Public Bodies (Admissions to Meetings) Act 1960 the press and public be excluded from the meeting by virtue of the confidential nature of the business to be transacted*

31 DARWIN HALL

The Council considered the Town Clerk's confidential report concerning budget costings for the Darwin Hall and the additional budget costs that would be required to allow for provision of a ground source heat pump system.

After consideration and discussion it was

RESOLVED: *That the capital budget figure of £750,000 contained in item 4 of Minute 85 of Council 22 December 2008 be amended to £780,000 to allow for inclusion of a ground source heat pump within the Darwin Hall.*

**THERE BEING NO FURTHER BUSINESS
THE MAYOR DECLARED THE MEETING CLOSED AT 6.40 PM**

MAYOR

Lichfield City Council

Minutes of the Meeting of Lichfield City Council held in the Guildhall, Lichfield, on Monday, 14 September 2009 at 6.30 pm

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

APOLOGIES: Councillors Mrs M P Bland, Mrs J M Eagland, C J Spruce and J C Walker.

32 MAYOR'S ANNOUNCEMENTS

The Mayor reported on recent civic and other engagements he had attended, including the Lichfield Mysteries on 4 July; the annual Museum Club bowls tournament on 8 July; and the Sheriff's Ride on 5 September, followed by the Proms in the Park later that evening. The Mayor also reminded members of the forthcoming Johnson Birthday celebrations commencing with the Johnson at 300 Son et Lumière on the evening of Friday 18 September.

33 DECLARATIONS OF INTEREST

All councillors who were also members of Lichfield District Council declared personal interests in item 46 (Donegal House).

34 COUNCIL MINUTES

RESOLVED:

1. *That the Minutes of the Meeting of the City Council held on 29 June 2009 (14 - 29) be confirmed and signed as a correct record subject to the following two amendments:*
 - a. *Minute 15 – Councillor Mrs M P Bland declared a personal interest in respect of Minute 23 as a member of the North Lichfield Initiative, not the North Lichfield Initiative Board.*
 - b. *Minute 28 - the Minute heading be amended to read 'Wayleave – Cappers Lane' not 'Wayleave – Eastern Avenue'.*
2. *That the Minutes of the Special Meeting of the City Council held on 7 July 2009 (30 - 31) be confirmed and signed as a correct record.*

35 PLANNING APPLICATIONS COMMITTEE

RESOLVED: *That the Minutes of the Planning Applications Committee meetings held on 18 June 2009, 7 July 2009 and 30 July 2009 be received.*

36 DARWIN HALL

It was noted that the ownership of the ½ acre site had been transferred from Lichfield District Council to Lichfield City Council, for the sum of £1, on 27 August 2009. The site had been acquired subject to a restrictive covenant requiring it to be used for the construction of a community hall only.

It was also noted that Contracts for construction of the Hall had now been signed and that the contractor had taken possession of the site. The Darwin Hall Committee would continue to meet during the construction phase to monitor progress on the scheme.

RESOLVED:

1. *That the Minutes of the Darwin Hall Committee meetings held on 26 June 2009, 6 July 2009, 17 August 2009 and 21 August 2009 be received.*
2. *That in addition to its current terms of reference, the Darwin Hall Committee be instructed to prepare the necessary arrangements for the establishment of a local Management Committee to operate the Darwin Hall, and also prepare the draft terms for the lease of the Darwin Hall to such Management Committee on a similar basis to that currently operating at the Boley Park Community Hall and the Curborough Community Centre. The draft terms of the proposed lease and the Management Committee constitution to be submitted to Council for approval.*

37 REPORT OF THE MARKETS OFFICER

Consideration was given to the report of the Markets Officer.

RESOLVED: *That the Markets Officer be thanked for her report and the report be received.*

38 REPORT OF THE OUTSIDE SERVICES OFFICER

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

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

39 STAFFORDSHIRE PARISH COUNCILS' ASSOCIATION

It was noted that the Association's Annual General Meeting would take place at the County Buildings, Stafford on Saturday, 7 November 2009 and that up to three voting representatives could be nominated to attend.

RESOLVED: *That Councillors R J Awty, C Greatorox and J A Smith be nominated to attend and that luncheon and travel expenses be met by the Council.*

40 NALC LARGER COUNCILS' CONFERENCE

The Council noted that the NALC conference on the theme of 'community empowerment' would be held at the Royal National Hotel in London on 2 December 2009.

RESOLVED: *That Councillor A D Thompson be appointed as the Council's representative at the Conference, and that the conference fee and travel expenses be met by the Council.*

41 REPORT OF THE NALC CHIEF EXECUTIVE

RESOLVED: *That the contents of the NALC Chief Executive's report to the NALC National Council be noted.*

42 CONSULTATION ON COUNCIL TAX DEMAND NOTICE REGULATIONS

The Council considered the content of an NALC Briefing Paper in response to a Government Consultation on the format of Council Tax bills.

RESOLVED: *That the Council support the method of presentation of Council Tax billing information as proposed by NALC, and submit comments to NALC and the Department for Communities and Local Government accordingly.*

43 GUILDHALL LIFT INSTALLATION AND OTHER WORKS

Members considered the agenda report detailing the progress made to date on preparatory work for proposed improvement works to the Guildhall.

RESOLVED:

1. *That the Report be noted.*
2. *That the Town Clerk, in consultation with the Council Leader and Deputy Leader, be authorised to make necessary arrangements for the installation of a new lift and new CCTV system in the Guildhall as outlined in the Report, within an overall budget of £235,000.*

44 PAYMENT OF ACCOUNTS

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

- a) *1 June 2009 to 30 June 2009 in the sum of £72,839.98 General Account, and £920.12 Imprest Account.*
- b) *1 July 2009 to 31 July 2009 in the sum of £87,299.38 General Account, and £1,044.13 Imprest Account*
- c) *1 August 2009 to 31 August 2009 in the sum of £92,257.19 General Account, and £421.09 Imprest Account*

45 EXCLUSION OF THE PRESS AND PUBLIC

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

46 DONEGAL HOUSE

Members considered the Town Clerk's confidential report relating to Donegal House.

RESOLVED: *That the recommendations contained in that Report be adopted.*

47 MARKET SQUARE TOILETS REFURBISHMENT

The Council considered the Town Clerk's report detailing urgent action which had been necessary to ensure that the works to the Market Square Traders' Toilets were expedited following the original successful tenderer being taken into administration. Negotiations had taken place with a second firm to carry out the contract at the original tender price and the work had now been completed satisfactorily.

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

**THERE BEING NO FURTHER BUSINESS
THE MAYOR DECLARED THE MEETING CLOSED AT 7.05 PM**

Lichfield City Council

Minutes of the Meeting of Lichfield City Council held in the Guildhall, Lichfield, on Monday, 26 October 2009 at 6.30 pm

PRESENT: Councillor T J Thomas (Mayor), and Councillors Mrs J A Allsopp, R J Awty, B F Bacon, Mrs N Bacon, Mrs M P Bland, G Boyle, Mrs M G Boyle, D P A Dundas, Mrs D English, C Greatorex, P L Hitchman, I A Jackson, D R R Prentis, Mrs E C Roe, D Smedley, J A Smith, A D Thompson, J C Walker, M A Warfield and B S White.

APOLOGIES: Councillors B D Diggle, Mrs J M Eagland, T V Finn, C J Spruce and J N Wilks.

48 MAYOR'S ANNOUNCEMENTS

The Mayor reported on recent civic and other engagements he had attended, including the visit by the Duke of Gloucester to the Birthplace Museum on 15 September; the hugely successful Tercentenary celebrations and events of the Johnson Birthday Weekend; the Lichfield Skatepark Association event at Stowe Fields, and the official opening of the new headquarters of the Lichfield Scout Group. He also reported that the Mayor and Sheriff's Charity Fashion Show event at the Guildhall on 21 October had been a tremendous success.

49 DECLARATIONS OF INTEREST

Councillors I A Jackson and A D Thompson declared prejudicial interests in Minute 55 (Fairtrade City Signs) since they were the Chair and Patron respectively of Fairtrade Lichfield, and left the meeting during the consideration and voting thereon.

50 COUNCIL MINUTES

RESOLVED: *That the Minutes of the Meeting of the City Council held on 14 September 2009 (32 - 47) be confirmed and signed as a correct record.*

51 PLANNING APPLICATIONS COMMITTEE

RESOLVED: *That the Minutes of the Planning Applications Committee meetings held on 3 September 2009 and 24 September 2009 be received.*

52 DARWIN HALL COMMITTEE

RESOLVED: *That the Minutes of the Darwin Hall Committee meeting held on 14 October 2009 be received.*

53 JOHNSON BIRTHPLACE ADVISORY COMMITTEE

RESOLVED: *That the Minutes of the Johnson Birthplace Advisory Committee meeting held on 13 October 2009 be received, and that the recommendations contained therein be adopted.*

54 REPORT OF THE MUSEUMS & HERITAGE OFFICER

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

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

55 FAIRTRADE CITY SIGNS

Further to consideration of this item at the meeting held on 29 June 2009 (Minute 18) Members noted that Fairtrade Lichfield had now raised the necessary funding and now wished to place the order for the signs.

RESOLVED: *That approval be given to the installation of the 'Fairtrade' banner sign onto the "Welcome to Lichfield" signs to the design as shown, with the materials and other matters to be in accordance with the Council Resolution of 29 June 2009, and that a 15mm gap be left between the lower edge of the existing signs and the upper edge of the new additional signs.*

56 COUNCIL MEETING DATES

The Council noted that two of its forthcoming meetings were scheduled for the same dates as meetings of Lichfield District Council's Planning Committee and considered amending the dates to avoid a conflict of dates.

RESOLVED: *That the following meetings be re-scheduled:*

<i><u>From</u> Monday, 25 January 2010</i>	<i><u>to</u> Tuesday, 26 January 2010</i>
<i><u>From</u> Monday, 8 March 2010</i>	<i><u>to</u> Monday, 15 March 2010</i>

57 REPORT OF THE NALC CHIEF EXECUTIVE

RESOLVED:

- 1. That the contents of the NALC Chief Executive's report to the NALC National Council be noted.*
- 2. That in recognition of her excellent work at the Birthplace Museum over the past 12 months Ms J Wilson be nominated by the Council for the 2009 NALC Council Worker of the Year Award.*

58 FINANCIAL PROGRESS REPORT – 1 APRIL TO 30 SEPTEMBER 2009

The Council considered the Financial Progress Report for the first six months of the year and the Clerk responded to questions raised by Members.

RESOLVED: *That the report be noted.*

59 PAYMENT OF ACCOUNTS

RESOLVED: *That payment of accounts be approved and confirmed as listed for the period 1 September 2009 to 30 September 2009 in the sum of £153,731.15 General Account, and £2,119.36 Imprest Account.*

**THERE BEING NO FURTHER BUSINESS
THE MAYOR DECLARED THE MEETING CLOSED AT 7.16 PM**

MAYOR

Lichfield City Council

Minutes of the Meeting of Lichfield City Council held in the Guildhall, Lichfield, on Monday, 7 December 2009 at 6.30 pm

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

APOLOGIES: Councillors P L Hitchman and J N Wilks.

60 MAYOR'S ANNOUNCEMENTS

The Mayor reported on recent civic and other engagements he had attended, including the Youth Service Awards evening on 4 November; the very successful Mayor and Sheriff's Charity Ball on 20 November; the excellent Christmas Lights switch-on event on 26 November which had been extremely well attended; and earlier in the day the Saxon Hill School Christmas Carol Service at the Cathedral which had been thoroughly enjoyed by all present.

61 DECLARATIONS OF INTEREST

Councillors Mrs M P Bland, B D Diggle, Mrs J M Eagland and M A Warfield declared a prejudicial interest in Minute 69 (Boley Park Community Hall – Renewal of Lease) since they were members of the Management Committee and/or Trustees of the Hall, and left the meeting during the consideration and voting thereon. Councillors D P A Dundas and M J Fryers declared a prejudicial interest in Minute 68 (NLI Revised Governance Arrangements) as they were NLI Board Members, and left the meeting during the consideration and voting thereon. Councillor T J Thomas declared a personal interest in Minute 68 (NLI Revised Governance Arrangements) in that he was a member of the NLI Environment and Transport Topic Group.

62 COUNCIL MINUTES

RESOLVED: *That the Minutes of the Meeting of the City Council held on 26 October 2009 (48 - 59) be confirmed and signed as a correct record.*

63 PLANNING APPLICATIONS COMMITTEE

RESOLVED: *That the Minutes of the Planning Applications Committee meetings held on 6 October 2009 and 29 October 2009 be received.*

64 STAFFING ESTABLISHMENT WORKING PARTY

RESOLVED: *That the Minutes of the Staffing Establishment Working Party meeting held on 11 November 2008 be received and that the recommendations contained therein be adopted.*

65 INTERNAL CONTROL WORKING PARTY

RESOLVED: *That the Minutes of the Internal Control Working Party meeting held on 16 November 2009 be received, and that the recommendations contained therein be adopted.*

66 REPORT OF THE TWINNING OFFICER

Consideration was given to the report of the Twinning Officer.

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

67 JOHNSON BIRTHPLACE MUSEUM - ACCREDITATION

The Council noted the agenda report outlining the benefits of Accredited Museum status and the documentation necessary to support an application.

RESOLVED:

1. *That the City Council, as managing body and trustee of the Samuel Johnson Birthplace Museum apply for the Museum to become an Accredited Museum.*
2. *That the Council adopt the revised Forward Plan 2009-2012 as contained in Appendix 4 to the Council agenda, and the Acquisitions and Disposals Policy as contained in Appendix 5 to the Council agenda.*

68 NLI REVISED GOVERNANCE ARRANGEMENTS

The Council noted that the North Lichfield Initiative had recently adopted a new more streamlined membership structure for its Board. The new reduced membership would ensure that community Board members were better represented.

RESOLVED: *That the report be noted.*

69 BOLEY PARK COMMUNITY HALL – RENEWAL OF LEASE

The Council noted that the current lease to the Hall trustees was due for renewal and considered proposals to make some relatively minor changes to the terms to clarify the responsibilities of both parties; and with the agreement of the trustees, to exclude the outdoor areas since the Hall trustees had no maintenance responsibility for these outdoor areas.

RESOLVED: *That the Town Clerk, in consultation with the Council Leader and Deputy Leader, be given delegated authority to agree a 7 year renewal of the Boley Hall lease, and seek the agreement of the Hall trustees to the proposed minor revisions as outlined in the agenda report.*

70 LAND ON THE SOUTH SIDE OF WORDSWORTH CLOSE

RESOLVED: *That the agenda report detailing progress to date on the application for a Village Green at Wordsworth Close be noted.*

71 PAYMENT OF ACCOUNTS

RESOLVED: *That payment of accounts be approved and confirmed as listed for the period 1 October 2009 to 31 October 2009 in the sum of £167,095.21 General Account, and £653.13 Imprest Account.*

**THERE BEING NO FURTHER BUSINESS
THE MAYOR DECLARED THE MEETING CLOSED AT 7.14 PM**

MAYOR