

CITY OF LICHFIELD

ANNUAL TOWN MEETING

NOTICE IS HEREBY GIVEN that the **Annual Town Meeting** for the Parish of Lichfield will be held in the Guildroom, Guildhall at **7.30 pm** on **WEDNESDAY, 22 MAY 2024**.

The meeting is empowered to discuss parish affairs and pass resolutions thereon. Any Local Government Elector for the parish of Lichfield is entitled to speak and vote at the meeting. Other members of the public may attend to hear the proceedings.

Attendees are asked to pre-register wherever possible by telephoning 01543 250011 or emailing the City Council – enquiries@lichfield.gov.uk

AGENDA

- 1 WELCOMING REMARKS BY THE MAYOR**
(Town Clerk to briefly outline the order of business and conduct of the meeting).
- 2 MINUTES OF THE ANNUAL TOWN MEETING HELD ON 24 MAY 2023**
To confirm as a correct record the Minutes of the Annual Town Meeting held on 24 May 2023 (*NB: This item is for matters of accuracy of the Minutes only; any 'matters arising' should be raised under agenda item 6 below*).
- 3 CITY COUNCIL REPORT**
To receive the Annual Report on the activities of the City Council in 2023/24.
- 4 ANY QUESTIONS ON THE ANNUAL REPORT OF THE CITY COUNCIL**
- 5 REPORTS FROM GRANT RECIPIENTS**
To receive reports from representatives of local groups who have received LCC grant funding to support their aims.
- 6 TO HEAR THE REQUESTS AND REPRESENTATIONS OF THE ELECTORS ON MATTERS WHICH AFFECT THE PARISH SPECIFICALLY**
Under this item electors may discuss items affecting the parish especially and may if they wish put forward motions for debate by the Meeting.

Dated this 8 May 2024

Anthony Briggs

Town Clerk

**Minutes of the Annual Town Meeting held in the Guildroom, Guildhall, Lichfield
at 7.30 pm on Wednesday, 24 May 2023**

259 PRESENT

The Mayor of Lichfield (Cllr A Hughes, in the Chair), and attendees and electors as entered on the attendance sheets.

260 OPENING REMARKS AND WELCOME BY THE MAYOR

The Mayor warmly welcomed everyone to the Annual Town Meeting and introduced the Town Clerk who outlined for the benefit of those unfamiliar with the proceedings, the order of business and conduct of the meeting.

261 MINUTES

RESOLVED: That the Minutes of the Annual Town Meeting held on 25 May 2022 be confirmed as a correct record.

262 CITY COUNCIL ANNUAL REPORT 2022/23

A copy of the Annual Report of City Council activities during 2022/23 was circulated for information and a brief overview provided by the leader of the council, Councillor D Robertson. Councillor J Eagland commended the Town Clerk and Officers for an excellent Annual Report and all their hard work.

263 REQUESTS AND REPRESENTATIONS OF ELECTORS

Councillor P Ray suggested that the Council look at ways of modernising the Act of Remembrance in order to engage a younger demographic. Councillor D Robertson commented that the Scouts, Air and Army cadets already attend this event but agreed that the Council should continue to reach out to the wider community. J Marks added that the Act of Remembrance is always well supported and that the Cathedral, Gardens of Remembrance and surrounding streets are always full.

J Marks requested that the Council continue to use names listed on the Cenotaph from the World War II for street names. The Town Clerk confirmed that this was already the case.

Councillor C Ball noted that compared to four years ago the majority of attendees at the Annual Town Meeting were Councillors and asked why that was the case. The Town Clerk responded to confirm that the meeting had been publicised and that attendance reduced considerably following the COVID-led decision to make payments for grants via BACS rather than by cheque at the Annual Town Meeting. Cllr D Robertson commented that while this change was not good for the meeting itself, it was a positive step for those in receipt of grant monies, allowing them to receive such monies earlier in the financial year and with less inconvenience.

**THERE BEING NO FURTHER BUSINESS
THE MAYOR DECLARED THE MEETING CLOSED AT 7.48 PM**

CITY OF LICHFIELD
ANNUAL TOWN MEETING

This is a meeting of the local government electors of the parish of Lichfield, who have a right to speak and vote at the meeting. This is not a meeting of the City Council, but of the electors. The law requires however, that the City Council call the meeting, and that the meeting is chaired by the Mayor, if present.

People who are not on the current register of electors for the parish of Lichfield are welcome to attend as members of the public, but do not have a right to take part in the business of the meeting. At the Mayor's discretion non-electors may be permitted to speak, but the law states that only electors are entitled to vote.

The meeting is entitled to discuss "parish affairs" which is taken to embrace matters of public concern which affect the parish specially, but not those which affect the whole country or all parishes equally. Electors can discuss matters informally and ask questions. There is no requirement that these matters be put to the vote at the meeting.

However, if an elector wishes an item to be formally debated, the elector should put forward a motion in writing, signed by the proposer, and give this to the Mayor or Town Clerk either before the meeting, or as early as possible during the meeting. A motion needs to be worded in such a way that a person can vote either 'FOR' or 'AGAINST' it. For example: "This Meeting believes that" A motion which is carried at the Annual Town Meeting will be put before the next meeting of the City Council for consideration, but is not binding on the Council.

The meeting and debate will be conducted as informally as possible, but where necessary to assist the debate the Standing Orders and Rules of Debate of Lichfield City Council will be used insofar as they are applicable.

ANTHONY BRIGGS
Town Clerk