

# *Lichfield City Council*

*Donegal House, Bore Street, Lichfield, WS13 6LU*



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## Annual Report 2020-21

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# INTRODUCTION

2020 and the COVID-19 pandemic will not be easily nor quickly forgotten. The nation, and much of the world, has battled a virus that spread so quickly and had such varied symptoms and outcomes that repeated lockdowns were instigated. Simple pleasures that had perhaps been taken for granted were brought into sharp focus by the lack of ability to indulge in them, meeting friends and family at home, a meal in a restaurant, a browse in the shops. For the lonely, isolated and vulnerable, the price to be paid for protection against the virus was often to be more isolated, lonely and vulnerable. The number of deaths is still rising; the loss of life and the grief of all bereaved relatives, especially those who were not allowed to see or be with their loved ones, is difficult to convey to all but those who have experienced it.

In the worst of times though, we find the best in people. For example the nurses, doctors and other medical professionals who have saved so many lives, others in the emergency services who continue to police the streets and protect us from harm, key worker occupations who kept society functioning, goods produced, shelves stocked, waste disposed and processed. And of course, the thousands of community volunteers who supported those in greater need than themselves in more different ways than it is possible to count.

Many of the City Council's functions and responsibilities revolve around public participation and have been significantly disrupted; Civic events, Twinning, the Guildhall and Community Centres, Markets, Birthplace Museum, Christmas Lights, fundraising and community events to cite a few examples. However, the City Council's open spaces were extremely well used by residents as travel became restricted, and the inspection and maintenance of those sites was given even higher priority than usual as a result. The Markets continued to provide essential traders with the opportunity to sell their goods, and local residents the opportunity to buy in a COVID safe environment. Community Centres remained open for educational settings and the City Council also progressed a number of other projects, some of which are detailed in this report, notably the renovation of the Guildhall Main Hall.

The City is emerging from the crisis with cautious optimism, and thoughts have increasingly turned to what the 'new normal' will look like, and how long before the full economic, social and personal impact of the past year or so becomes clear. We enter the new Council year with hope, and look forward to welcoming you back to LCC facilities and events in 2021.

Dates of meetings, contact details for City councillors and much more information about the Council and the City are available on our website at [www.lichfield.gov.uk](http://www.lichfield.gov.uk).



*Councillor Mark Warfield  
Council Leader*



*Councillor Robert Yardley  
Mayor*

This report is dedicated to the memory of Mr Ken Knowles, Lichfield's Town Crier and Sword Bearer, who died in September 2020.



# ANNUAL REPORT – 2020-2021

## OPEN SPACES

The Council looks after 76 acres of public open space, 4 miles of footpaths, 12 acres of allotments, 16 bus shelters and 139 footway lights. A major focus is to ensure LCC owned and managed footpaths, churchyards and open spaces are as secure as possible for users and to avoid damage to property. The City Council has a Service Agreement with Lichfield District Council's Operational Services to undertake most of the routine grounds maintenance on City Council land.

Inspections of LCC open spaces and footpaths became an even higher priority than usual during the COVID-19 restrictions; it was notable that many of the Council's open spaces were used by residents for exercise, demonstrating the importance of open space for both physical and mental health.

Unfortunately, during the first lockdown the footpath from Beech Gardens to Manor Rise had to be closed while a hawthorn tree was removed (pictured), and a footpath in St Michaels was closed for hanging branches to be removed. Some tree clearance was also required in the plantations to the north of Eastern Avenue which were also well used. Play equipment at Netherstowe and Curborough was closed and reopened in accordance with Government guidelines.



In 2018 the City Council began a programme of replacing its footway lights with INDO Air LED lanterns. The replacement of all but a handful of lights was completed in May 2020, with the remaining not being suitable for conversion. These new lights save energy and significantly reduce running costs while giving more light than their predecessors. This project was completed ahead of the original schedule, thanks largely to a CIL contribution that enabled the proposed second and third year of the project to be combined into one year.

Following a request from the Civic Society, the lamp near the Johnson Willow at Stowe Pool was relocated prior to a replacement tree being planted. The lamp was previously sited adjacent to the tree itself; the new arrangement is far more appropriate and still provides ample light to pedestrians and cyclists (*photo: Cllr C Greatorex*).



Signs of normality returned for a short time over Summer, with cocktails being served on Poolside walk on Saturday 4 July, to well behaved and socially distanced users of the area. Further evidence of a release from the lockdown was the removal of the closure notices from play areas, replacing the signs with a list of guidelines to reduce the risk of contracting the virus.



Eight hanging baskets were commissioned for the Guildhall, Donegal House and the Johnson Birthplace Museum to add a further a further element of cheer to the City Centre.

There were some unexpected visitors at Netherstowe on 3 July when 15 caravans arrived on City Council land alongside Curborough Brook. Officers were informed that arrival at such a time can be common practice as it is thought most landowners will not take action until after the weekend.

However, in this instance by 7.00pm on the same evening the Open Spaces Officer and Cllr. D Robertson were in attendance to witness the Police read the Code of Conduct notice to the leader of the group. By Saturday, notices of land ownership and warning of action to be taken had been distributed and displayed on the lamp posts, and black plastic bags given to caravan owners so household rubbish could be collected.



Tension between local residents and the travellers intensified over the weekend, and on Sunday the Police, equipped with the relevant paperwork from LDC, were able to move the caravans on. The Street Scene department at LDC were then quick to clean the site on the following Monday. There was evidence of anti-social behaviour such as bark being stripped from trees, the example in the photograph to the left died as a result and was later removed.

To prevent such issues in the future, and in partnership with Lichfield and Hatherton Canals Restoration Trust, the City Council utilised soil excavated from the site of the former canal along Tamworth Road to create an earth 'bund' or mound along a portion of the grassed area adjacent to Handel Walk. Approximately 150 tonnes of soil were transported to site on the 11 and 12 August and moulded into the shape of the bund.

The bund was originally planted with a number of flowers, but these were unfortunately removed by persons unknown shortly after planting. Subsequently, the bund has been seeded



with a wildflower mix to create an attractive gateway to the open space, and a feature Oak tree to further enhance the site was planted by the Mayor on 17 March.

Bollards have also been installed, and together with the bund, it is hoped they will provide considerable protection against any future unauthorised vehicular access to the land. Rocks from the Open Space have also been repositioned to further dissuade unwanted visitors. The project has attracted many positive comments from residents. The photographs below show the bund under construction and as it appears in May 2021.







Considerable routine work continued over the summer, and as Autumn approached, low hanging tree branches in Boley Park were raised, a drain cover was replaced on Poolside Walk and an overgrown laurel hedge on a footpath from King Edwards was reduced allowing more light and a safer passage for students. The bins at Curborough and the steps at Beech Gardens were also repaired. At Curborough, the junior slide was repaired and some replacement parts fitted to the climbing frame.

Thanks to the generosity of residents a new bench in the Heather Gardens and a further bench near Hillside were also installed.

In February, a mature willow beside the Curborough Brook had to be cut back to allow access for Severn Trent Water to clear the pipe which crosses the brook from the school. This pipe allows waste water to flow more easily away from the area and not contaminate any of the water at the allotments.

A replacement oak purchased by Lichfield City Council was planted by the Lichfield Transition Group on Seckham Road. It replaces the one felled in 2020 due to *Meripilus fungi*.

The ivy was cleared from the North Wall of the Remembrance Garden by the LDC grounds maintenance team. The eco plugs will finally kill the ivy, and time will rot them down. Compliments were received during the work regarding the improvements to the appearance of the garden.



Particular mention must be given to the work undertaken by the volunteers of Lichfield Litter Legends. The levels of human litter seen during inspections over the past year has significantly reduced as a result of their efforts, and they are to be commended. The City Council has been pleased to support this project financially and looks forward to working with them for many years to come.

## **FESTIVAL GARDENS CONSULTATION**

In March 2021, the City Council considered a request from Staffordshire County Council (SCC) to transfer approximately 253m<sup>2</sup> of land at the Friary/Festival Gardens to facilitate the preferred option junction improvement at the A51 Western Bypass/Friary Junction. The request included an obligation on the Council to maintain a 'visibility splay' associated with this preferred option. At the meeting, members were unconvinced as to the appropriateness of the proposal, but it was agreed that consultation with residents and further discussions with SCC were required before formalising a position.

Legislation requires the City Council to advertise any '*intention to dispose*' and consider objections to that intention at a subsequent Council meeting. SCC required a decision from LCC no later than after April Council as the planning condition associated with this proposal was due to be discharged at that time. The three options open to the Council were therefore:

1. Refuse the request at the first stage – this was discussed at March Council as support for the proposal based on the information available was lacking. However, it was discounted as being an arbitrary decision as there had been no public input or detailed discussion as to the rationale of the proposal with SCC.
2. Consult informally in the first instance (outside of the Local Government Act 1972/General Disposal Consent 2003 legislation) – this would have resulted in the earliest possible declaration of an '*intention to dispose*' the land being considered at April Council, with the resulting formal consultation taking place thereafter with responses being considered in at June Council. This is after the SCC deadline of April and would make the consultation process superfluous.
3. Agree in principle to disposal of the land, subject to the legally required consultation with residents and other conditions - In this case, the Council included a condition that it had to be convinced of the merits of the proposed works. This allowed for a meeting to take place with SCC to discuss the proposal in detail, and for legally compliant consultation to take place, responses to be considered at the April meeting of the Council. This enabled a final decision in compliance both with the law and SCC's stated deadlines.

The Council chose the third option and began consultation immediately. The City Council's proposals were featured in the local press, advertised in the April edition of City View magazine, via the City council's social media, noticeboard and website etc. In addition, a targeted mailshot was hand delivered by City Council staff to in excess of 500 houses, flats, and businesses in the locality of the proposal between 17 and 19 March. The literature contained information regarding the proposals, and detail as to how to respond to the consultation or obtain further information.

A total of more than 280 written responses were received to the direct consultation. It is perhaps unfortunate that several respondents appeared to believe that the proposals for the Festival Gardens originated from the City Council, despite this being a County Council proposal originating from a District Council planning condition. However, such issues aside, comments were almost entirely against the proposal, citing a wide range of concerns including loss of public open space and trees and questioning the appropriateness of such a proposal in light of COVID-19 and a general desire to reduce traffic in the City Centre. Additionally, a large number of responses did not believe there to be a significant issue with traffic in that area, while others believed a change in lane layout within the existing space would improve traffic flow. In addition to the formal responses received, comments on social media were widespread and almost universally negative.

City Council members held a meeting with SCC on 1 April 2021 and remained unconvinced of the need for the proposal; neither the residents of the City nor City Councillors believed the benefits of the proposal outweighed the negative consequences, and Staffordshire County Council formally withdrew their request on 8 April. The City Council would like to thank residents for their responses and for providing such a strong evidence base as to the local opposition to the proposal.

2020/21 ended with the retirement of Nick Burton, the City Council's Open Spaces Officer since 2016. Nick's contribution to the City and his commitment to sustainable, wildlife friendly planting has had a very positive impact on the City, not least through his significant

contribution to the three 'Gold' awards achieved from 2017-2019 in the 'Bloom' competition, and his appearance on the popular BBC 'Britain in Bloom' series where Lichfield was featured. All at the City Council wish Nick a long and happy retirement.

## **GUILDHALL & COMMUNITY HALLS**

The Council owns Darwin Hall, Cruck House, Curborough Community Centre and Boley Park Community Hall. All community facilities and their users were greatly impacted by the COVID-19 pandemic. For much of 2020/21 only educational settings were allowed to take place, meaning that previously much used and popular buildings stood empty for extended periods. The facilities were however of great benefit to those who could use them; childcare settings providing the much-needed care for the children of key workers. All community halls adopted COVID-safe practices.

Darwin Hall, Curborough Community Centre and Cruck House are all operated by management committees under licence from the Council. The Committees manage the buildings, paying the running costs and receiving income from lettings, but with the Council being responsible for maintaining the external fabric. All three facilities are extremely popular and well run, and the City Council would like to take this opportunity to thank all members of the management committees, staff and volunteers. The City Council assumed control of Boley Park Community Hall after key members of the management committee stepped down after many years' service.

During 2021/22 there are proposals to replace priority windows at Curborough Community Centre and some exciting proposals for the Centre's outdoor space have been developed by Curborough Community Association. Proposals for the improvement of the Cruck House annexe are also scheduled to commence shortly, having unfortunately been delayed by the pandemic.

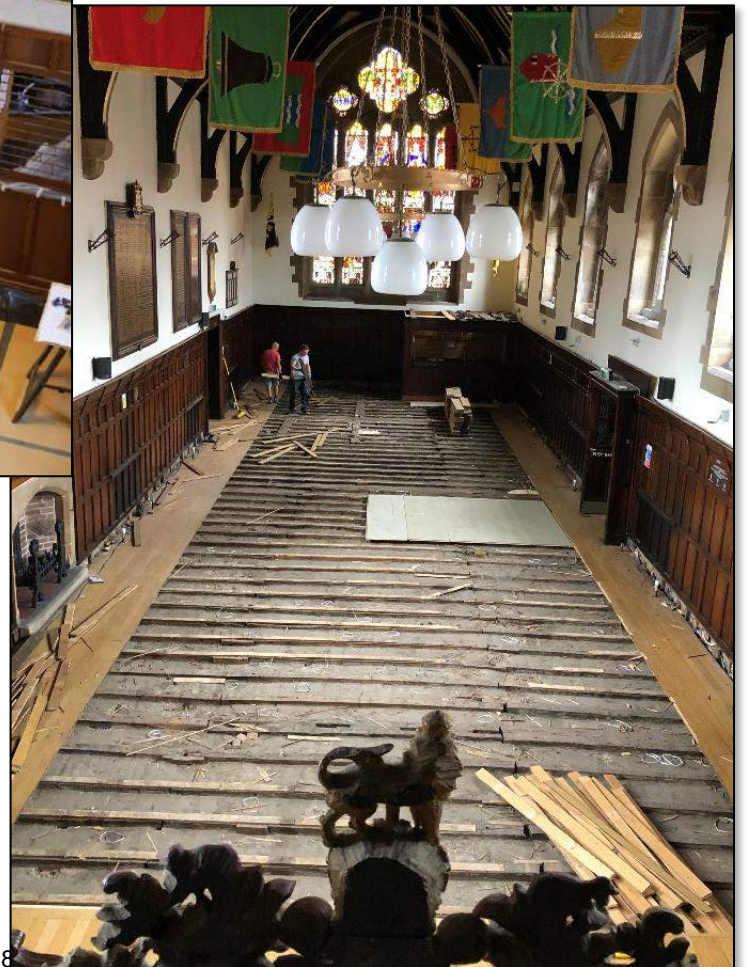
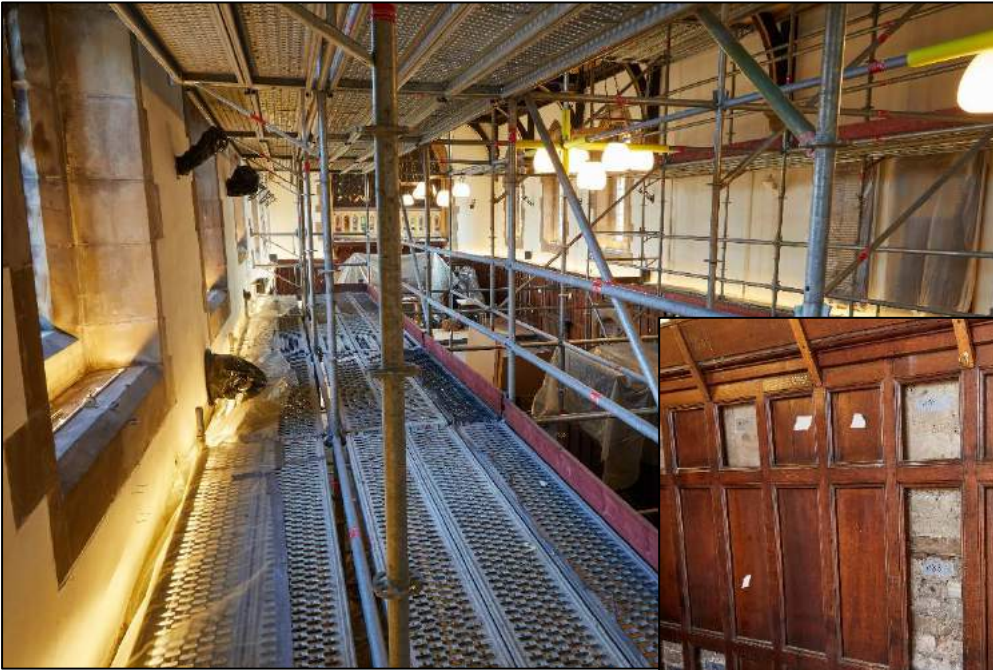
A quinquennial architect's inspection of Boley Park Community hall was carried out in May 2020 and identified required repairs to the roof and various minor preventative measures. These priority repairs were undertaken over the remainder of the year, with further minor matters to be addressed in due course. A quinquennial inspection of Darwin Hall was carried out during March 2021 and will inform the programme of repairs and improvements during 2021/22 and beyond. All the City Council's Community Centres have now received an Architect's inspection during the past two years, providing the Council with an accurate and prioritised list of repairs and maintenance to help inform its medium-term repair and renewals strategy.

The Council also owns and manages the Guildhall which is let for private and commercial events and for use by local organisations. It serves as the main venue for concerts organised by Lichfield Arts and is a popular venue for wedding receptions and civil wedding ceremonies.

The Guildhall has seen considerable improvement over the past few years, and this continued during 2020/21 with the most ambitious renovation of the Main Hall for at least 40 years. The renovation extended to improvements to lighting, window glass inspection and repair, floor to ceiling redecoration including restoration of the oak panelling and Recorder's Bench, plus an all-new floor, the previous floor having been sanded on many occasions in the past and now reaching its minimum recommended thickness.



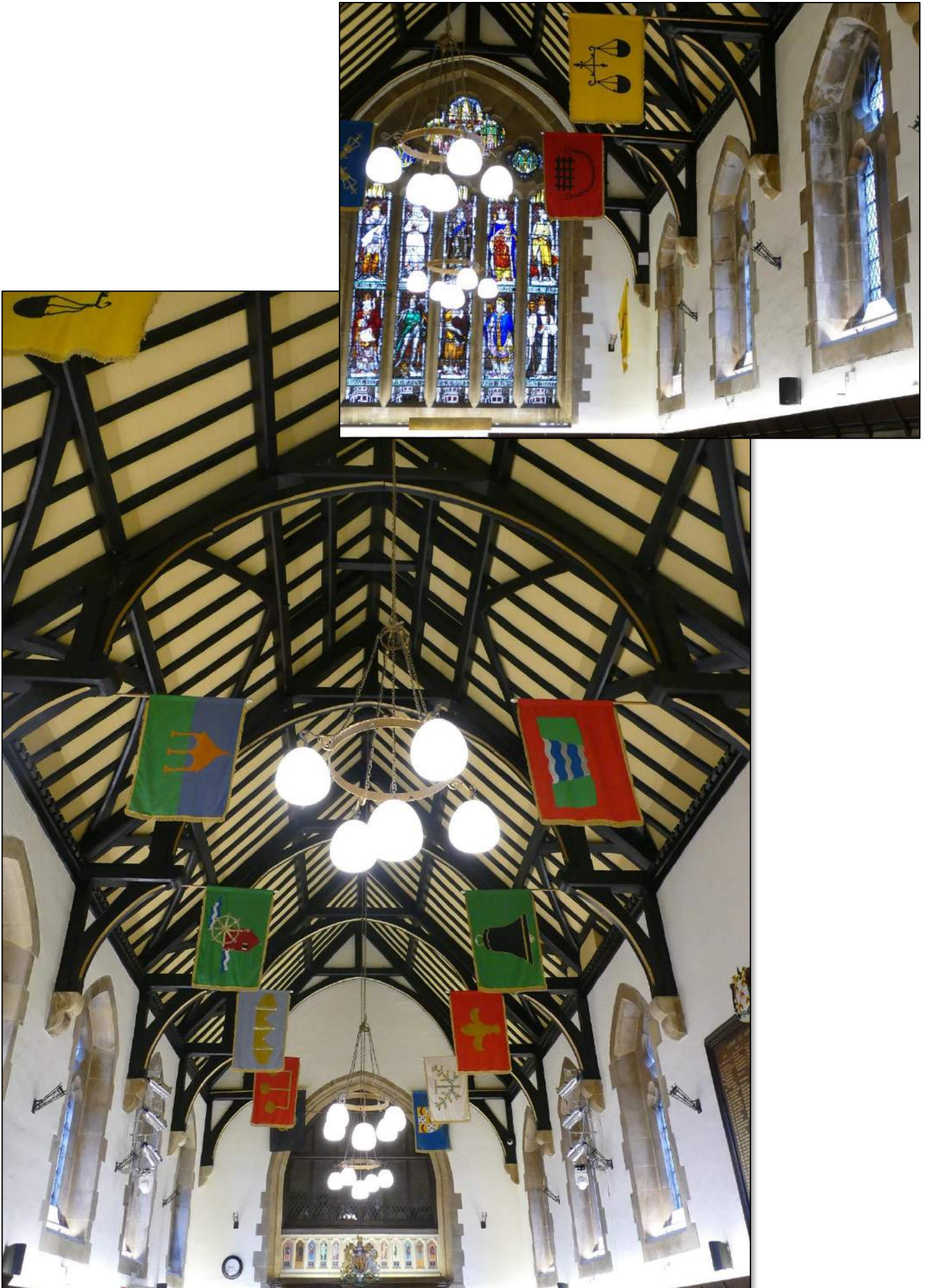
The work was carried out during the Summer of 2020, and though the closure of the Hall had been planned, it coincided with national lockdown. Photographs of work in progress provided below with the kind permission of Cllr Robert Yardley. Photographs taken after completion follow overleaf.











The COVID-19 pandemic has resulted in an extended closure of the hall and the need to reschedule bookings as a result. We look forward to welcoming our hirers back to the Guildhall, with its improved facilities, as soon as possible.

## **SAMUEL JOHNSON BIRTHPLACE MUSEUM**

### **Museum Opening During 2020**

The Samuel Johnson Birthplace Museum was closed due to Covid-19 regulations from March 18 to July 13 2020, and again from November 5. The Bookshop reopened in April 2021, and the Museum in May 2021. During the annual reporting year, the Museum was open for only 27% of normal annual opening hours. Due to closure and strict social distancing during opening, visitor numbers fell from 20,994 in 2019/20 to 1,653 in 2020/21.

In the open period, the Birthplace achieved 'Good to Go' status from Visit England and supported the government's Test and Trace scheme. Limits were placed on numbers and an online booking system was introduced, along with other safety measures. Handouts, trails and guides were moved online for visitors to download, and the exit survey sent to visitors by email link. Visitor satisfaction remained high despite the restrictions, and the Birthplace was awarded a TripAdvisor 'Traveller's Choice' award for consistently strong reviews in 2020.

The Museum responded creatively to the challenges of social distancing. Initially all interactive displays were removed from use, but family trail bags were introduced in August, and quarantined and cleaned between uses. Half term family activities were also able to continue as volunteers created a contact-free autumn trail in the house and activity packs for families to take home, on sale at the Birthplace and at the Hub in St Mary's. The October half term saw the first day when 100% of timed entry slots were booked since the July re-opening.

### **Public Engagement During Closure**

During the periods of closure SJBM focussed attention on online engagement, seeing an initial increase of 168% to the use of social media platforms in the first full month of closure in April 2020. Overall, digital audience figures for 20/21 increased by 84% on the previous year to 33,300. A digital visit is counted as reading the Museum website or blog site, receiving an e-newsletter, or directly engaging with a post on social media by 'liking', sharing or commenting on Instagram, Facebook or Twitter. Engagement on social media led to an additional 'reach' on Facebook and Twitter to an audience of 232,400.

SJBM has actively sought opportunities to work with partners and promote the Museum online. Initiatives included: a storytelling performance as part of a programme of virtual events for Staffordshire Day in May; the BBC's 'Museum From Home' day; International Museum Day and Museum Week 2020; creating downloadable activities for children to complete at home on the 'Fantastic for Families' website, and working with London-based actor and writer David Benson on a special number of Johnson's 'Rambler'. SJBM's virtual tour was included in a national Visit England article on '50 ways to escape the everyday from home'.

In addition to the socially distanced wreath laying organised for Samuel Johnson's Birthday in September, a programme on social media included sharing memories from previous years, a video tutorial to make bunting and a history of the Birthday celebrations on the Birthplace Blog. As an alternative to the usual cake, a special discount in the Hindley's café was offered to visitors.



December saw the Birthplace Museum's first ticketed online event, held in collaboration with Lichfield Storytellers. 'A Country Christmas' was an evening of traditional folk tales on 'Zoom', in lieu of an event originally planned to take place in the house. The evening combined live performance from the tellers' homes with a pre-recorded introductory film from the Birthplace, decorated for Christmas. In March, an online event for World Poetry Day was streamed live on YouTube in partnership with the Lichfield Poets and Runaway Writers from Burton. Other events replaced with online versions included video craft activities for school holidays, and content to commemorate the anniversary of Francis Barber's death.



Although usual Outreach talks were cancelled, two talks were delivered to residents of the Three Spires Care home via 'Zoom' over the Summer. The Birthplace Book Club has kept reading and remained in touch through a lively monthly email round-up.

The Museum's interactions with the public while closed have not only been online, as the building's windows have been decorated to entertain passers-by in 2021, including a special tea-party themed window for the city-wide 'Window Wanderland' initiative in February.

### **Development Project**

Despite initial setbacks with the closure of some external funding streams in 2020, the Museums and Heritage Officer has been able to progress with plans for the development of the Birthplace. The first stage of the project will be undertaken in 2021/22 with the building of visitor toilet facilities and a re-display of Michael Johnson's workroom. Work is underway on achieving the rest of the developments, to include wheelchair access to the ground floor.

### **Other Work Undertaken in 2020-21**

The SJBM team have been able to work effectively from home, while continuing to ensure the safety and security of the Birthplace building with remote CCTV and alarm monitoring and regular checks.

The Museum Support Officer has continued to handle the Museum's administration and public enquiries, established the online booking system, and has led on digital engagement and content creation. Other projects have included updating Museum policy and procedure and undertaking training opportunities with West Midlands Museum Development, including an organisational health-check and a collection care project which has led to a funding award. A funded membership to the Association of Cultural Enterprise was also secured, a programme



of support to enable Museums to make best use of resources and maximise possible income streams.

Museum Attendant projects included: making and repairing interactive displays and costumes, researching for new tours and events, involvement in online events, decorating the windows, carrying out research into the early museum committee minutes, and compiling information from historic visitor books. The Attendant team also assisted with stewarding on the Market Square at Christmas.

In addition to managing the Development Project, the MHO has led on implementing government guidelines during the pandemic and staff safety and wellbeing, provided blog content, undertaken collections research and is working with Keele University as non-academic partner in 'Samuel Johnson, Lichfield Literary Culture, and Life-Writing, 1775-1835', a three-year project in which a PhD candidate will research using the Birthplace collection, and will include public outputs such as sessions with local schools.

A planned upgrade was carried out on the Museum heating system, and a small structural repair to a section of floor carried out. Another behind-the-scenes project saw the return of a Lichfield Tavern Chair, restored by the Aldridge Shed Age UK project.

Other projects which SJB staff have been involved with include: the cleaning of Johnson's statue on the Market Square; restoration of the Portrait of Elias Ashmole in Lichfield Guildhall; documentation of the City's Silver collection, and a project to restore the City's historic plaques.

Museum staff also look after the Guildhall Prison Cells displays. The Cells were not opened in 2020 due to the challenges of social distancing, but work was undertaken on some updates to the displays and engaging a new volunteer team ahead of anticipated re-opening in Summer 2021.



## **MARKETS AND MARKET SQUARE**

The COVID-19 pandemic had a considerable impact on the City Council's Market function. For much of the year, only essential traders were permitted to stand due to the restrictions associated with the pandemic. Those stalls that could stand provided an invaluable service to the public, with outdoor shopping facilities for essential goods being welcomed at a time when concern about the spread of COVID was at its height, especially the potential for transmission indoors. The size of the Market Square meant that the introduction of social distancing measures resulted in the introduction of a rota system and considerably reduced the ability of the market to host 'casual' traders. The City Council implemented both social distancing and a one-way system in close consultation with officers at Lichfield District Council to ensure compliance with prevailing guidance.

Hand sanitisers are provided on market days and conveniently located at each end of the Market Square alongside the one-way barrier system currently in place to control pedestrian traffic and maintain social distancing requirements.



Over the Summer of 2020 it was suggested by the Lichfield Place Board that the Market could be relocated to allow the Square to be utilised for outdoor seating as the first lockdown eased. The City Council was asked to formalise its position on the matter and asked for public opinion to assist in informing that decision. In excess of 100 responses were received to what was necessarily a very short consultation period, but the overwhelming majority were against the proposal put forward by the Place Board. Generally, even when respondents supported the principle of the request there were some concerns raised, notably around alcohol induced ASB, social distancing enforcement, toilet facilities and the impact of prevailing weather conditions.

The City Council resolved that some use of the Square would be permitted, but on non-market days only, and any such use was to be carefully monitored for unanticipated or negative consequences. St Mary's on the Market Square took advantage of this offer and used the Square for outside seating. It is hoped this can be repeated over the Summer of 2021.

Traders are currently using their own market stalls instead of the City Council owned stalls that were previously supplied on Friday and Saturday markets. The nature of the City Council owned stalls made them less adaptable to social distancing regulations, and with third parties erecting and dismantling the stalls and the usual practice of leaving stalls unattended overnight on Fridays, the possibility of COVID-19 transmission was increased. With traders providing erecting and dismantling their own stalls, the risk of surface transmission is reduced and far greater flexibility can be applied to the layout of the Square. The prevailing rents for Friday and Saturday markets were adjusted in line with existing Tuesday market rents (where City Council owned stalls were not previously supplied) in order that the pricing structure remained fair.

The current stall supply contract is due to expire later in 2021 and following careful consideration at the April meeting of the Council, it was resolved that a new contract would not be sought.

Unfortunately, the restrictions have meant that the City Council has not been able to host further 'Community Days' on the Square; these were piloted in 2019 and afforded local charities and other support organisations the opportunity to promote themselves and their services to the people of the City free of charge. The pilot events were well received, and we very much hope to be able to host further such events in 2021/22.

### **Markets Working Group**

The City Council's cross-party Markets Working Group has been particularly active during 2020/21, having been given delegated authority by Council to vary incentives and conditions that allowed a much speedier response to an ever-evolving situation during the past 12 months or so. For much of 2020 those Traders who were permitted to stand benefitted from considerable rental incentives as agreed by the Working Group.

The Working Group has also approved new terms and conditions for market traders that reflect industry best practice and replace the City council's previous annual licence system. The new document allows revisions to be made in line with prevailing legislation as necessary, rather than relying upon annual reviews; with the experience of COVID-19, the value of this flexibility is clear.

The Working Group has also been heavily involved in various other amendments to processes and procedures and generally having a strong oversight of the Markets function.

## **Producers' Market**

The monthly Producers' Market was piloted in 2020 and despite an enforced break due to lockdown restrictions, it has quickly established itself as a popular local event amongst traders and residents alike. The Producers' Market is managed on behalf of the City Council by CJ Events Ltd, and their success and expertise led to the Council awarding a contract to provide the Producers Market for a further five years. It is hoped that as social distancing restrictions are eased, there will be an even greater number of stalls and variety at what is already becoming a market with a very good reputation for excellent and varied produce.

The expertise of CJ Events has also been utilised by the City Council to inform developments on the General Market. There is no intention for the City council to relinquish control of the General Markets, but the close working relationship between the Council and CJ Events is being used to streamline and update some aspects of the General market, notably in terms of administration. This process is ongoing and it is hoped that the relationship will prove to be beneficial for all parties, especially residents and visitors to the City of Lichfield and the Traders who wish to sell their products here.

## **Social Media**

The dedicated Lichfield Markets Facebook page is now into its fourth year and is proving very popular, with around 1600 "likes" and growing. The instant nature of social media makes the page a great asset in advising of latest developments with the market and Market Square, be they of a positive nature such as the Community Day mentioned above, or indeed of a negative nature such as informing traders and customers of cancellations due to bad weather.

The page can be viewed at [www.facebook.com/lichfieldmarkets](https://www.facebook.com/lichfieldmarkets) and includes general market information, historical information and photographs of current stalls. Visitors to the page also have the option to immediately call or message the markets team.

The Lichfield Markets Twitter account has an increasing online presence and furthers the outreach of the markets across social media platforms. The page can be viewed at [www.twitter.com/LichfieldMarket](https://www.twitter.com/LichfieldMarket)

## **CIVIC EVENTS**

The Mayor, Councillor Mrs Deborah Baker and Sheriff, Dr Daryl Brown, completed their second year, supported by Deputy Mayor Councillor Robert Yardley and their consorts.

On Monday 11 May 2020, Council resolved that the current Mayor, Sheriff and Deputy Mayor, would remain in office for an additional year to May 2021. The Mayor's Chaplain, Revd. Nest Bateman and Mayor's Cadet, Benjamin Dodds both agreed to continue with their official roles for an additional year. The Mayor and Sheriff's chosen charities were also unaffected: St. Giles Hospice, Lichfield Voluntary Transport and Lichfield and Hatherton Canals Restoration Trust.

The Civic Officer arranged for the civic silver to be re-valued for insurance purposes following a recommendation within the 2019/20 Internal Audit report; Richard Winterton Auctioneers conducted the valuations on 8 July in the Guild Room.



As part of the extensive renovations to the Guildhall main hall, the re-gilding of the historic names on the Mayoral Board was completed, with over 4600 letters being carefully re-gilded off-site during lockdown. Many of the names on the board had faded badly due to the use of poor-quality materials on various occasions in both the 1800's and 1900's; the re-gilding process restores all names to their former glory and the process will not need to be repeated.



With the easing of initial lockdown restrictions, more civic engagements began to take place. On Saturday 8 August, as the Lichfield Cathedral Bells struck Midday, The Mayor greeted the High Sheriff of Staffordshire, Charles Bagot Jewitt DL at Lichfield Cathedral alongside the Dean of Lichfield, The Very Revd Adrian Dorber. The High Sheriff led a cycle ride to promote "Staycations" within the County of Staffordshire. The Sheriff of Lichfield joined the cycle ride on the final day from Tamworth to Lichfield.

The cycle ride took one week to complete, starting on 1 August and finishing on 8 August at Blithfield Hall in Rugeley.

The 467th Sheriff's Ride took place on Saturday 5th September with a very different format to previous years as a result of COVID-19. To honour the tradition, the Sheriff and Clerk of the Course, Mr Nick Sedgwick, set off from the Guildhall in the Sheriff's own Riley vehicle to inspect the boundary of the City and visit the majority of landowners along the route.

A very small socially distanced gathering met in the Courtyard to the rear of Donegal House during the morning. Those attending included the Mayor, Cllr Deborah Baker and Consort, Dr Steve Baker along with Council Group Leaders, Cllr Mark Warfield, Cllr Miles Trent and Cllr Dave Robertson. The Town Clerk and Deputy Town Clerk were also in attendance and Deputy Mayor Councillor Robert Yardley took photographs of the occasion to add to his large archive of Sheriff's Ride photographs and information. Everyone wished the Sheriff well before commencing the ride. No horses took part in the ride this year and the usual luncheon at Freeford Manor was cancelled.





On the evening of Friday 18 September, the 311<sup>th</sup> birthday of Dr Samuel Johnson was marked by the Mayor placing the traditional laurel chaplet on the Dr Johnson Statue at the corner of the Market Square. Revd Nest Bateman gave a brief blessing, observed by the Mayor, Town Clerk, Chairman of The Johnson Society Mr Phil Jones, and Chairman of the Birthplace Advisory Committee, Cllr Gwyneth Boyle. The usual singing and entertainment which takes place during Lichfield's annual Heritage Weekend were unfortunately abandoned this year due to COVID-19 restrictions. It is hoped a more substantial ceremony will be able to take place next year on Saturday 18 September 2021.



The Civic Officer worked closely with The Royal British Legion and Lichfield Cathedral to make alternative arrangements for Remembrance Sunday as lockdown 2.0 restrictions forced organised plans to change significantly at very short notice.

On Wednesday 4 November, the Deputy Lieutenant of Staffordshire, Colonel Christopher Comport OBE TD DL, accompanied by the Mayor of Lichfield, Cllr Deborah Baker and Chairman of Lichfield District Council, Cllr Joseph Powell were able to attend a small socially distanced wreath laying ceremony to pay their respects at the Remembrance Gardens which was filmed prior to lockdown.

Unfortunately, Lichfield Cathedral's Remembrance Sunday Service was not open to the public, however the service was live streamed on Sunday 8 November at 10:30am allowing everyone to take part in the safety of their own home. Lichfield City Council actively encouraged citizens to stay safe and **"Remember at Home"**. The Mayor was kindly invited to take part in the live streamed Remembrance Sunday Service by reading one of the lessons on the day.





Sadly, due to the restrictions in place there was no parade, civic procession, or formal wreath-laying ceremony in the Gardens of Remembrance. A one-way system was operated in the Remembrance Gardens to ensure the gardens remained as COVID safe as possible, avoiding any potential for large gatherings on the day. As per tradition, the bugler played the Last Post, and the two minutes silence was observed followed by Reveille.

The Mayor recorded a Christmas message from the Mayor's Parlour which was made available via YouTube and Twitter. The Mayor and Sheriff's Civic Christmas card was designed by the Mayor's Consort, Dr. Steve Baker. The card focused on civic events that have taken place over their time in office and wished everyone peace, hope and kindness for Christmas and 2021. Over 400 cards were sent to Councillors, Civic heads, and members of the Civic list.

The Mayor attended various virtual engagements during Lockdown 3.0, including Church services and meetings along with a virtual presentation to a local scout group on the role of Mayor. Ongoing virtual support by the Mayor and Sheriff has been well received by local community groups, churches, and charities.

## KEN KNOWLES 1949 - 2020



On Sunday 27 September Ken Knowles, the City's Town Crier and Sword bearer sadly passed away after a short illness at the age of 71.

Ken had been part of the City Council family since 2009 and no Civic event was complete without him - cutting a dashing figure in his bright red tunic, frilled shirt, and Tricorn hat. He took great pride in the traditions of the City and his 'shouts' were an integral part of any event. He was well known for his charismatic, upbeat and witty personality particularly when presiding as Master of Ceremonies at Mayoral banquets or the Christmas Lights Switch on. He loved to 'work a crowd' and his endless repertoire of anecdotes and jokes often kept guests entertained when things were not going to plan behind the scenes. In contrast those of us who worked with him also saw the gravitas he could bring to more sombre occasions such as Remembrance Sunday.

Civic duties aside he was an excellent ambassador for the City and could often be found regaling local groups and charities with tales of his travels around the country and the world - in 2019 alone he gave over 100 talks. He loved taking part in Town Criers' competitions far and wide and in 2015 won the coveted title of Invitational World Champion in New Zealand followed by British Champion in 2017. The pride Ken felt for Lichfield shone through in 2018 when the biennial Town Criers competition was held in his home City, attracting over a dozen criers from

as far away as Devon. He also enjoyed performing in amateur dramatics, supporting the Intimate Theatre during Heritage Weekend by adopting his favourite alter ego that of Lichfield's first son, Dr Samuel Johnson.

Messages of condolence were received from the Councils of Limburg and St. Foy, Lichfield's Twin Towns, as well as a publicised obituary in Limburg's local newspaper. He is fondly remembered in both twin towns for his ceremonial opening of Twinning events.

The warmth and generosity he gave to all those who knew him will be greatly missed. Ken's dedication to the City that he loved so dearly will leave a lasting impression on us all and Lichfield will mourn his loss for many years to come.



## OUTSIDE BODIES

The City Council's Grants Committee meets each February to consider applications from local groups. At its meeting of February 2021, the Committee recommended grants totalling £26,655 to the following organisations as indicated below. Applications for grants from 2022/23 funds will open later in the year. Any group wishing for further information can either visit the City Council's website or email [enquiries@lichfield.gov.uk](mailto:enquiries@lichfield.gov.uk).

No	Organisation	Amount
1	Lichfield District Arts Association	£4,100
2	South East Staffordshire Citizens Advice Bureau	£4,500
3	Lichfield Greenhill Bower	*£3,000
4	Erasmus Darwin Foundation	£1,500
5	Lichfield Festival	£1,500
6	Lichfield District Council – Proms in the Park	£1,500
7	Voluntary Transport for the Disabled	£1,000
8	City of Lichfield Concert Band	£500
9	Open Door of Hope	*£450
10	Dovehouse Community Gardens	£300
11	Friends 2 Friends	£400
12	Speakers' Corner Lichfield	£80
13	Lichfield Waterworks Trust	£1,250
14	The Hub at St Mary's	£1,000
15	Curborough Community Centre	£1,600
16	Monks Walk Group	£500
17	Lichfield Bowling Club	£500
18	Lichfield Rail Promotion Group	£75
19	Lichfield District Scout Council	£1,000
20	Lichfield Sports FC	£900
21	Lichfield Litter Legends	£1,000
	<b>TOTAL</b>	<b>£26,655</b>

[\*Subject to event going ahead]

## TWINNING

### Limburg

The first wave of COVID-19 infections was relatively light in Limburg. As of 21 May 2020, there were 14 infected cases in total, of which 5 were in the city of Limburg. Following a lockdown lasting several weeks, social distancing measures were retained, as was a ban on mass gatherings. As a result, the Mayor of Limburg, Dr. Marius Hahn, sent a letter to the twin towns, explaining why he had to take the difficult decision to postpone 2020's planned Twinning Weekend, due to have taken place from 25th to 28th September. It is now scheduled to take place in September 2021, with the EU guaranteeing to postpone funding for a year, which means that each guest from Lichfield will still receive a small contribution towards their travel costs. All registered guests from Lichfield (approximately 80) were informed and sent the translated explanation letter from Dr. Hahn.

Dr Hahn also sent personalised face masks to Lichfield as a sign of friendship and solidarity at this difficult time.



Several events were cancelled where Limburg had been due to be involved, including work placements, Sports Week, Lichfield ArtFest, where artists from Limburg were to be included and the planned participation of Limburg based classic cars in Lichfield's 'Cars in the Park' event.

Lichfield's peace woodland project was officially implemented in Limburg in November. Three "peace trees" were planted near Limburg's Cathedral. A bronze plaque was placed in front of the trees by Dr Hahn, symbolising the friendship links between Lichfield and Limburg, expressing the hope for lasting peace.



Like in the whole of Germany, Limburg is experiencing daily increasing covid cases and as of 21 April 2021 confirmed new cases were 298 per 100,000 for the last 7 days. In total so far, Limburg district had 7937 confirmed cases, of which 6912 have made a full recovery. Sadly 250 Limburg district citizens have died and 775 are still ill with the disease at the time of writing. A total of 26,941 people had their first vaccination by 21 April out of a total district population of 172,328. Similar to the UK, case numbers over Christmas were high (around 200 per 100,000), then decreased to around 50 and rising again. A "soft" lockdown has been in place since December, but a harder circuit break of the 3<sup>rd</sup> wave was introduced at the end of April with a night





curfew between the hours of 10pm to 5am, which is due to last until 30<sup>th</sup> June. Non-essential shops and restaurants are closed and employees who cannot work from home have to be tested by their employers twice a week.

## **Sainte Foy Les Lyon**

The initial COVID-19 lockdown in France was significant, with all open areas and parks in Ste Foy closed and movement highly restricted without a printed “attestation”. From 11th May, restrictions began to be lifted with primary schools open for class sizes of 15 (10 for nurseries) and masks in enclosed areas and public transport compulsory. Ste Foy council distributed masks to every citizen over the age of 10. Restaurants and cafes remained closed until June.

At the time of writing, France is also experiencing a 3rd wave and cases are rising in Ste. Foy. Citizens are locked down, with a 7pm to 6am curfew in place. Without a special permit, Ste. Foy citizens are not allowed to travel outside a 10km radius and are not allowed to meet with more than 6 people outside. Monetary sanctions are in place for non-compliance. Masks have to be worn indoors from the age of 6 years. Schools were closed for 3 weeks after Easter. Homeworking is encouraged wherever possible. The vaccination programme is currently focusing on residents over the age of 75. The plan in France is to start opening up again slowly from the beginning of May.

Ste. Foy has 22,535 inhabitants and their incidence figure fluctuates between 57 and 113 per 100,000, which is still well below the French average of between 250 and 500. These statistics are taken from the week of 10 to 16 April 2021.

The incumbent Mayor, Veronique Sarselli, received 53.8% of votes in the first round of local elections in Ste. Foy, which took place on 15th March 2020. As she received more than 50% of the votes, it was not necessary for her to take part in the second round of voting which was delayed due to the corona virus pandemic. Mrs. Sarselli was confirmed as Mayor of Ste. Foy for another 6 years at their council meeting on May 26 2020. The Mayor of Lichfield, Councillor Mrs Deborah Baker sent a letter of congratulation.

The Twinning officers of all three twin towns are staying in touch regularly to support and encourage all Twinning members. Messages are communicated to the Lichfield Twinning Association and circulated via newsletter to its members, in the absence of face-to-face Open Committee meetings.

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Brexit will undoubtedly mean some changes to Twinning in the future with new and innovative ideas. Recognising the challenges faced by children at the moment, one such idea has come from a primary school in Ste. Foy to partner with a primary school in Lichfield so that children can write to each other, expressing their feelings during lockdown. Contact has been made between the primary school “Ecole Chatelain” and Lichfield’s Chadsmead Primary School. Both Chadsmead’s Headteacher and the French lead at the school were very excited by the opportunity to partner up with a primary school in Sainte Foy. They are now working on an outline project timetable which will start imminently. It will see each set of children writing letters to their international counterparts, describing and comparing their lives and feelings in the present times.

At the end of 2020 the Twinning Officer, with the cooperation of the Twinning Association, organised the safe recycling of the City Councils old computers. Together with donations from members of the Twinning Association, these computers were donated to the charity “IT Schools Africa”, who have helped 5 million school children in Africa by equipping them with computers, laptops and IT skills, as well as supporting UK community projects with

refurbished IT equipment and access to increased digital skills for 14,000 users in the UK since 2004. The charity was very grateful for all donations and sent a certificate of appreciation. Prior to collection all the hard drives on each computer were removed and securely destroyed at the City Council Offices. This has been a great way to recycle old, unwanted computers and monitors, giving them a helpful second life.



In contribution to Lichfield's "Winter Wanderland" window display project, the Twinning Officer has dressed Donegal House windows with images from our twin town towns of Limburg and Sainte Foy



## CHRISTMAS LIGHTS

Unfortunately, national restrictions prevented the City Council from hosting its usual Christmas Lights Switch on event in November 2020. The event usually generates a significant crowd, with an estimated 4,500 people gathering for the 2019 event. The City Council once again provided the lights in the City Centre, with the exception of those provided by Three Spires within the shopping precinct. It is hoped that normal service will resume in 2021.

## PLANNING

The District Council is the Planning Authority, but the City Council is consulted on all planning applications submitted for the city area.

The City Council's Planning Committee (PAC) consists of all 28 Councillors. For many years the Committee met at regular intervals to make recommendations to Lichfield District Council regarding Planning applications that had been recently submitted.

COVID-19 restrictions from March 2020 meant the PAC could no longer meet in person. In consultation with the Chairman and Deputy Chairman of the PAC it was agreed that authority from Council would be sought to allow ward members to discuss applications between themselves and make recommendations to the Chairman of the Committee that would then be submitted by officers under delegated authority. This authority was put in place by Council in May 2020 for a period of 12 months.

This system worked extremely well and saw a streamlining of LCC's planning related processes that was perhaps unexpected. While comments are submitted on a relatively ad-hoc basis rather than being centred on one meeting, there continue to be 'agendas' circulated in line with the approved calendar of meetings, with recommendations published in place of the Minutes of the meeting. Continuing to publish an 'agenda' allows other matters to be officially reported and commented upon, such as Traffic Regulation Orders for example.



There have been many favourable comments from members regarding current arrangements, and while only intended to be temporary, the benefits are such that consideration of making at least some of these provisions permanent was actively discussed by the Chairman and Deputy Chairman of the Committee and the Town Clerk. Following these discussions, the Chairman, Deputy Chairman and Town Clerk jointly presented revised Planning Committee terms of reference for the consideration of the Council at its April meeting. The aim is to provide a good system of delegation with delegated comments being endorsed at a subsequent Council meeting. The ability to hold a full meeting for any major plans that affect the whole city, or where there is no agreement at Ward level, or upon request from the public, remains.

## **LICHFIELD CITY NEIGHBOURHOOD PLAN (LCNP) AND COMMUNITY INFRASTRUCTURE LEVY (CIL)**

Neighbourhood Planning was introduced by government as part of its Localism agenda and is a way for communities to decide the future of the places where they live and work in conformity with the strategic policies in the Local Plan (as developed and adopted by Lichfield District Council).

The Lichfield City Neighbourhood Plan referendum was held in February 2018 and became part of the Planning framework for the City.

The LCNP focuses on economic and employment issues rather than housing. The City is well positioned to increase its economic base, with a highly skilled workforce and excellent road and rail links. The City also boasts numerous attributes and attractions that encourage tourism.

Where a Parish Council has a neighbourhood plan in place, it receives 25% of Community Infrastructure Levy (CIL) contributions from a developer as opposed to 15% without a Neighbourhood Plan. The existence of an adopted Neighbourhood Plan ensures as much CIL money as possible is retained by the Parish in which the development is taking place, to be spent in consultation with residents and in accordance with the priorities laid out in the Neighbourhood Plan.

There are many competing demands for this funding and a small cross-party working party of City Councillors has been established to consider how this money is allocated. The City Council has received a total of approximately £76,000 in CIL monies and has allocated approximately £54,000 of that amount.

Some of the projects where CIL has been allocated are:

- Provision of new City Centre signage
- Improvements to Curborough Community Centre, including the installation of new CCTV and a contribution to replacement external doors and the proposals for the outdoor space at the City as developed by Curborough Community Association
- contribute to the cost of replacing City Council owned footway lighting with LED alternatives
- support the aims of the Lichfield and Hatherton Canals Restoration Trust through infrastructure support
- assist in facilitating the occupation of Sandfields Pumping station by Lichfield Waterworks Trust via funding support in partnership with Lichfield District Council

Residents are strongly encouraged to have their say on CIL allocations and are invited to make written submissions to the Town Clerk at the City Council Offices at Donegal House, Bore St, Lichfield WS13 6LU or by email to [enquiries@lichfield.gov.uk](mailto:enquiries@lichfield.gov.uk) to assist in informing this process.

The Lichfield City Neighbourhood Plan can be downloaded from the City Council's website at: [https://www.lichfield.gov.uk/Neighbourhood\\_Plan\\_1085.aspx](https://www.lichfield.gov.uk/Neighbourhood_Plan_1085.aspx).

## **ELECTORAL MATTERS**

Following the resignation of Cllr Richard Rathbone (Liberal Democrat), a by election was held on 6 May 2021 resulting in the vacant position being filled by Bob Harrison representing the Conservative party. The political composition of the council is now 17 Conservative, 7 Liberal Democrat and 4 Labour.

## **FINANCE**

The budget set by the Council in January for the 2021/22 financial year was for a council tax of £67.41 for a Band D property, a 0% increase on 2020/21 levels. The budget was set based on assumptions at the time relating to COVID-19; it is hoped that the income to the Council will be significantly more than forecast as restrictions continue to ease.

Within the 2021/22 budget are improvements to Cruck House, Curborough Community Centre and the first phase of exciting proposals for the Samuel Johnson Birthplace Museum. This is another ambitious Repairs and Renewals programme and promises to bring considerable benefit to those who utilise the City Council's facilities.

The comparison between 2020/21 and 2021/22 budgets is detailed overleaf.



<b><u>Net Expenditure</u></b>	<b>BUDGET 2020/21</b>	<b>BUDGET 2021/22</b>
<b>SERVICE AREAS</b>	<b>£</b>	<b>£</b>
<b>Parks and Footpaths</b>	247,126	243,614
<b>Guildhall</b>	99,939	141,179
<b>Community Centres</b>	16,573	16,273
<b>Markets</b>	-9,023	33,757
<b>Civic</b>	98,494	96,189
<b>Grant Aid/Partnerships</b>	52,376	51,428
<b>Arts/Tourism/Twinning</b>	68,936	67,609
<b>Johnson Birthplace Museum</b>	108,324	120,148
<b>Democratic Services</b>	125,235	101,041
<b>Investment Interest</b>	-22,940	-3,600
<b>Loan Charges</b>	0	0
<b>Agency</b>	-13,409	-13,604
<b>Repairs and Renewals</b>	192,940	156,777
<b>Total Service Cost</b>	£964,571	£1,010,811
<b>Capital Contribution</b>	0	0
<b>Community Infrastructure Levy (CIL)</b>	-16,854	0
<b>SUB TOTALS</b>	947,717	1,010,811
<b>PRECEPT</b>	817,890	816,400
<b>To/(From) Balances</b>	(£129,827)	(£194,411)

<b><u>Balances and Reserves</u></b>	<b>BUDGET 2020/21</b>	<b>BUDGET 2021/22</b>
	<b>£</b>	<b>£</b>
<b>Opening Balance (1 April)</b>	2,635,273	£2,470,848
<b>To/(From) balances</b>	(129,827)	(194,411)
<b>Closing Balance</b>	£2,505,446	£2,276,437
<b><u>Closing balance held as:</u></b>		
<b>Repairs/Renewals</b>	1,724,640	1,569,674
<b>Rent Deposit Deed Reserve</b>	0	0
<b>Parish Election Reserve</b>	20,000	34,080
<b>CIL Reserve</b>	37,008	43,078
<b>General Revenue Reserves</b>	723,798	629,605
<b>TOTAL BALANCES AND RESERVES</b>	£2,505,446	£2,276,437

<b><u>Council Tax Analysis</u></b>	<b>BUDGET 2020/21</b>	<b>BUDGET 2021/22</b>
<b>Precept</b>	£817,890	£816,400
<b>Apportioned Tax Base</b>	£12,133.0	£12,110.3
<b>RESULTANT BAND D TAX</b>	£67.41	£67.41

## **CITY COUNCIL MISSION STATEMENT:**

**‘To improve the quality of life of residents of Lichfield City’**

### **TO BE ACHIEVED BY:**

- Making best use of the resources and powers available to us to provide high-quality cost-effective services to help meet the needs and wishes of the residents
- assisting and encouraging other bodies to provide such services

### **KEY OBJECTIVES:**

- 1 To help residents enjoy high-quality social, recreational, and cultural facilities, and to maintain or improve the standard of these facilities
- 2 To encourage and promote the economic and commercial vitality of the city
- 3 To protect and improve the high-quality environment of the city and promote sustainable development to meet the needs of present and future generations
- 4 To preserve the ancient traditions and unique identity of the city
- 5 To represent the views and wishes of the citizens of Lichfield and to promote the interests of the city for the betterment of the local community
- 6 To help to create a socially inclusive and caring community which embraces all its residents, irrespective of age, culture, income, race or religion, and which seeks to develop their well-being, knowledge, understanding, and mutual co-operation.

Together with these broad objectives the City Council has several specific objectives for the 2020/21 financial year, a number of which are detailed below.



## SPECIFIC AIMS AND OBJECTIVES 2021/22

AIM	RESPONSIBILITY	OBJECTIVES	TARGET DATE	ACTIONS
Resident Satisfaction/Facilities	Museums and Heritage Officer /Clerk/	Implement phase 1 of the redevelopment project at <b>Samuel Johnson Birthplace Museum</b>	March 2022 (phase 1 of 3)	To facilitate disabled access, provide toilets on site, modernise and improve the displays and setting offered to visitors while preserving the nature of the Grade I listed building
Improve Community Centre Facilities	Clerk	Replacement windows – <b>Curborough Community Centre</b>	Summer 2021	Part of 21/22 repair and renovation programme – ground floor windows to be replaced in 2021/22, indicative first floor window replacement in 2022/23
Improve Community Centre Facilities	Clerk	Improvements to <b>Darwin Hall</b>	March 2022	Repairs to roof, upgrade existing lighting, further minor repairs.
Resident Satisfaction/Increase Tourism	Deputy Town Clerk/Markets Officer	Review <b>Markets</b> operation	March 2022 and ongoing	Continue to develop the relationship with CJ's Events and reflect their best practice in the running of the City council's general markets
Improve Community Centre Facilities	Clerk	Renovations to <b>Cruck House</b>	Spring 2022	Repairs and renovations as recommended in recent architect report, includes roof repair disabled access and renovation to annexe accommodation. To be progressed in co-operation with the Curborough CC management Committee
Comply with Legislation/Guidelines (Health & Safety)	Deputy Town Clerk	Provide an updated employee <b>Health &amp; Safety handbook</b>	Ongoing	Work in partnership with H&S consultants to update documentation as necessary; new policies to be put to Council for adoption in a timely manner

Comply with Legislation/Guidelines (Transparency)	Clerk	Ensure <b>transparency</b> information is up to date, compliant and proportionate	Ongoing	Existing transparency information to be reviewed, newly available relevant information to be uploaded to the LCC website in a timely manner.
Transparency	Clerk/Open Spaces Officer	Digital map of LCC owned open spaces and facilities	March 2022	Digital mapping to provide clearer land ownership information to assist the public with identifying LCC owned open spaces, pathways and facilities.



# How to Contact Lichfield City Council

Lichfield City Council, Donegal House, Bore Street, Lichfield, WS13 6LU

Tel: 01543 250011 Email: [enquiries@lichfield.gov.uk](mailto:enquiries@lichfield.gov.uk) website [www.lichfield.gov.uk](http://www.lichfield.gov.uk)

## Officer Contacts

Responsibility	Name	Tel:
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Deputy Town Clerk	Sarah Thomas	01543 309854
Finance	Alison James	01543 309855
Admin/Planning	Celia Freeman	01543 309858
Civic Matters	Lucy Clarke	01543 309852
Open Spaces	Nigel Boden	01543 309851
Internal Audit	Graham Keatley	01543 250011

Responsibility	Name	Tel:
Twinning	Gabriele Lasch-Burden	01543 309857
Markets		01543 309853
Johnson Birthplace	Joanne Wilson Penny Taylor	01543 264972
Guildhall Room Hire	Helen Winter	01543 309850
Reception	Jane Varley	01543 250011

## City Council Members

Councillor	Party	Ward	Email Address	Telephone
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\* = also member of Lichfield District Council

\*\* = also member of Staffordshire County Council