

## For Council: 30 JULY 2019 APPENDIX 3

### OFFICERS' INFORMATION REPORT

#### 1. Civic Matters: Lucy Clarke, Civic Officer

On Monday 24 June representatives from St Mary's on the Market Square and Lichfield Greenhill Bower Charitable Trust were invited to the Mayors Parlour for the official charity cheque presentations by the former Mayor Cllr David Leytham and Sheriff Mr Michael Mullarkey. The Mayor and Sheriff together raised £10,206.26 hosting various charity events during their year in office 2018-19. The amount raised was split equally between the two charities, each charity was presented with a cheque to the value of £5103.13.



The Swinfen Broun Bowls Match took place on 17 July, and preparations remain ongoing for the Mayor & Sheriff's Charity Indoor Street Party on 27 July and Mayor & Sheriff's Summer Barn Dance on 23 August. Detail of all these events will be included in the Civic Officer's report to September Council. Preparations also continue for the Sheriff's Ride on 7 September and Samuel Johnson Birthday Celebrations on 14 September.

#### 2. Samuel Johnson Birthplace Museum: Jo Wilson, Museums and Heritage Officer



June at Johnson's Birthplace was a busy month with over 2,000 visitors. Events included temporary display 'Imagination and Reality' about Johnson and travelling which ran until July 6, and family activities during Half Term themed on travel including pirate storytelling for families and craft sessions.

Sue and Christine from the Museum team visited Chadsmead school and presented to the whole school as part of a special week of house assemblies, and pupils visited the

Birthplace from Chadsmead and Charnwood schools in Lichfield, as well as Dame Catherine Harper and Myton schools from further afield. Outreach to adult groups this month included a talk to Colton Women's Institute.

The Birthplace continues to work in partnership across the City, and this month included leaflets at the Festival Market and provided a venue for one of Lichfield Festival's 'wellness hour' events at the Museum. The Birthplace will be the studio venue for the L2F folk festival again this year in October and following a meeting with the organisers will also host a display of painting competition shortlisted entries ahead of the event. The Birthplace

provided a venue for a meeting about developing a Cultural Education Partnership in the city, and the MHO attended regular city partnerships this month including the Group Tourism Partnership, aimed at

increasing coach and group visitors, and the Lichfield District Tourism Association Management Committee.

Amongst the regular publicity and promotion for Museum activities, Museum Administration Assistant Penny Taylor wrote an article about Councillor Yardley's digital enhancement of the painting of a Prospect of Lichfield, which was published on the Birthplace Museum Blog and as a full-page feature in City Life Magazine.

Work on the Birthplace Development project has included meetings with the architect regarding potential designs for DDA compliant ground-floor access, and behind the scenes much work has also gone into confirming the arrangements for Johnson's Birthday, the autumn and winter events programme, and initial planning for the 2020 schedule.

The MHO also looks after the Guildhall Prison Cells, which are open every Saturday from April - October. The fourth cell was opened to the public this month, and students from South Staffordshire College used the display area as a set for filming projects.

### **3. Open Spaces and Tree Management: Nick Burton, Open Spaces Officer**

The Lichfield Bloom judging has now been finalised with even more projects for the judges to see in 2019. So many Lichfield groups have gained this year by sharing their individual challenges with others in a common goal of Gold. At the July meeting of Blooming Lichfield, Mrs. Lilas Rawling was thanked for stepping in as Chair two years ago and for the successes achieved. Results will be known for this year on 5 September 2019.

In 2020 the responsibility of the Bloom project will be returned to the Lichfield Chamber of Trade and Commerce. To improve the main road approaches to Lichfield the seven welcome signs have been cleaned, and colourful plants have been provided by the City Council for the 7 new large black planters sponsored by the BID.







To help the environment a section of the Festival Gardens has been left un-mown, providing food and shelter for wildlife. It has still required some management and volunteers have helped to clear the ground of unwanted thistles and docks. The meadow will be cut in August and the grass removed. This reduces the fertility levels over time so wildflowers can thrive against the grasses. Explanation signs have now been erected on the site by to explain the concept of the new meadow.

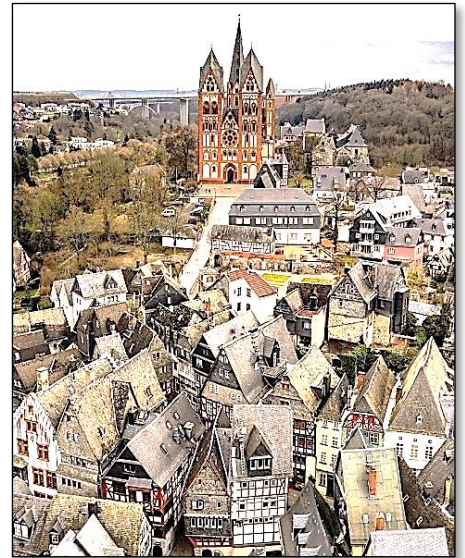


The plant quality of the annuals in the formal beds around the City have been much improved on last year. The impact as the plants become established has been quick. This may in part be due to the weather which this year has caused some difficulties in keeping footpaths open. The growth from the sides of the hedges and the footpath margins has been so great this year that it has been decided to bring the hedge maintenance programme forward by two months, so it started in July.



#### **4. Twinning: Gabriele Lasch-Burden, Twinning Officer**

During the official opening of the Peace Woodland in Beacon Park on 4 June, the artist Peter Walker informed the assembled crowd that the woodland has been seen by the City of Limburg as a cultural link and a symbol of peace. Plans by the Mayor of Limburg, Dr. Marius Hahn, include the dedication of 2 trees from the original exhibition "Imagine Peace" outside the Lichfield Cathedral last August, to this project. The trees are to be planted near the newly refurbished Limburg Cathedral later this year. The official opening and blessing are planned for the springtime of 2020, ready to be viewed during the next official ring twinning weekend in September 2020.



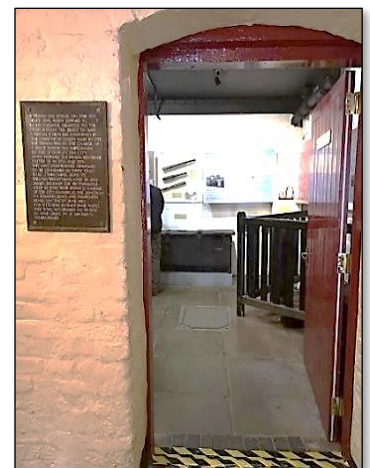
Planning of the next official ring twinning weekend in Limburg from 25 - 28 September 2020 is now underway. The official invitation from Limburg Council for 100 guests from each twin town was received in June. Limburg Council are planning to organise a large citizen festival with musical, theatrical and dance performances. Table tennis and junior hockey tournaments have also been planned and Lichfield groups have been invited to take part. Please contact the Twinning Officer with any suggestions of Lichfield groups/teams which would be able to participate in the programme. or if you would like to join the celebrations in Limburg.

#### **5. Guildhall: Helen Winter, Guildhall Bookings Secretary**

Many of the long standing regular hirers continue to make good use of the Guildhall, these include such groups as Chess, Slimming World, Bridge, the City of Lichfield Concert Band, Italian and Spanish Classes and a Ladies Cameo Group to name but a few.

In addition to the regular bookings, a further sixteen meetings have been held in the building by various organisations and the National Citizenship Scheme also held some workshops in July.

The Old Prison Cells are open to the public on Saturdays from 10.00am – 4.00pm, and there have also been some Green Badge Cell Tours and school visits to the Cells.



South Staffordshire College hired the main hall in June for two events; students work was showcased at a Fashion Show and also at a Film Show. Croft Primary School held their Year 6 Leavers Disco and the Springfields Nursery held a Graduation Ceremony in the main hall.

Private bookings have included two Wedding Ceremonies, four Wedding Receptions and two birthday parties.

There has also been a Craft Fair and the Annual Cathedral Pen Fair. Lichfield Arts Annual Blues and Jazz Festival proved to be a popular event in June. As part of the Lichfield Festival

three productions were held in the Guildhall: 'HMS Pinafore', 'The National Trust Fan Club' (Comedy) and 'The Malachites' (Macbeth).

Maintenance work in the Guildhall has included re-touching some of the paintwork in the smaller rooms and the corridors. The first floor kitchen, lift, and ground floor toilets have also been deep cleaned. Repairs to the lift were carried out in mid July and it is hoped that this will bring to an end the many issues that have been experienced with the lift over the past few months.

At Boley Hall Community Centre maintenance work has been carried out on the post box and CCTV system and the annual inspection of the boiler by Zurich has also been undertaken. During June/July there are six children's parties booked. In addition the PCSO holds a regular drop in session, the next one being Monday 5 August 3.30pm – 4.30pm.

## **6. Deputy Town Clerk: Sarah Thomas**

The Deputy Town Clerk is working closely with the Markets Officers to ensure the smooth running of the Markets operation and that Traders are adhering to the City Council's procedures. The Deputy is also monitoring the service Cockerhoop Creative are providing regarding the Farmers Market during this trial period.

On advice of the City Council's fire alarm contractors an independent Fire Risk Assessment was carried out at the Guildhall, Donegal House and Samuel Johnson Birthplace Museum. All buildings were found to be compliant and the Deputy is working on suggested areas of improvement and documentation highlighted in the assessor's report. The Deputy is also working on further Health & Safety requirements such as a Legionella risk assessment.

Following the staff appraisal process various IT training sessions have been arranged to meet individual needs.

In July the Deputy will be attending the Neighbourhood Plan Implementation Working Party, Planning & Tenders Committee meetings.