



Lichfield City Council

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

Tel: (01543) 250011 email: townclerk@lichfield.gov.uk

Town Clerk: Anthony D Briggs B.A. (Hons), CiLCA

To: Members of Lichfield City Council

9 May 2022

Dear Councillor

You are hereby summoned to attend the Annual Meeting of **Lichfield City Council** to be held in the Guildhall, Lichfield, on **Monday, 16 May 2022** at **6.30 pm**, at which the following business will be transacted. Any member unable to attend should forward their apologies to the Town Clerk.

Yours sincerely

Anthony Briggs
Town Clerk

Please note that PRAYERS will be said at 6.28pm before the opening of the meeting.

AGENDA

1 ELECTION OF MAYOR FOR THE ENSUING YEAR

2 APOLOGIES FOR ABSENCE

3 COUNCIL MINUTES

To confirm as a correct record the Minutes of the City Council Meeting held on 20 April 2022 (copy attached). *[NB: This item is for the accuracy of the Minutes only; any 'Matters Arising' on the Minutes will be taken at the Council Meeting on 13 June 2022]*

4 APPOINTMENT OF DEPUTY MAYOR

5 ELECTION OF SHERIFF

6 MAYOR TO RETURN THANKS FOR ELECTION

7 DEPUTY MAYOR TO RETURN THANKS FOR APPOINTMENT

8 SHERIFF TO RETURN THANKS FOR ELECTION

- 9 **MAYOR TO ANNOUNCE THE APPOINTMENT OF HIS CHAPLAIN**

- 10 **MAYOR TO ANNOUNCE THE APPOINTMENT OF THE MAYOR'S CADET**

- 11 **VOTE OF THANKS TO RETIRING MAYOR**

- 12 **RESPONSE FROM THE RETIRING MAYOR**

- 13 **VOTE OF THANKS TO RETIRING SHERIFF**

- 14 **RESPONSE FROM THE RETIRING SHERIFF**

- 15 **THE MAYOR TO PRESENT CHAIN OF OFFICE TO THE MAYORESS AND SHERIFF'S
CONSORT**

- 16 **THE MAYOR TO PRESENT REPLICA BADGES OF OFFICE TO THE RETIRING
MAYOR AND MAYORESS**

- 17 **THE MAYOR TO PRESENT REPLICA BADGES OF OFFICE TO THE RETIRING
SHERIFF & SHERIFF'S LADY**

- 18 **APPOINTMENT OF LEADER**

- 19 **APPOINTMENT OF DEPUTY LEADER**

- 20 **APPOINTMENT OF COMMITTEES**
To confirm the membership of Committees for 2022/2023 including the respective Chair
and Vice Chair (**Appendix 1, attached**).

- 21 **MAYOR TO CLOSE THE MEETING**

* * *

Lichfield City Council

Minutes of the Meeting of Lichfield City Council held in Guildhall, Lichfield on Wednesday 20 April 2022 at 6.30pm

PRESENT: Councillors R Yardley (Mayor), J Anketell, H Ashton, D Baker, C Ball, Mrs G Boyle, J Checkland, D Dundas, M Field, C Greatorex, Mrs J Greaves, A Lax, Miss J Marks, T Matthews, P McDermott Ray, D Robertson, M Trent, and M Warfield.

APOLOGIES: Councillors Mrs J Eagland, R Harrison, I Jackson, P Jones, C Rapley, A Smith, J Smith and C Spruce.

107 MAYOR'S ANNOUNCEMENTS

The Mayor highlighted the error in the minutes from the previous meeting which gave an incorrect date of death for Mrs Pauline Duvall. The Mayor then reported on recent engagements including attendance at the Sheriff's Show at the Friary School, the Cathedral to Castle Run, Bower Queen and Prince and Princess selection, meetings with Conduit Lands Trust and Mary Slater Charity and the visit, along with the Mayoress, to the Spires Care Home. The Mayor then thanked all who had given their support during his civic year and expressed the hope that they would continue to do so in 2022/23 and beyond.

108 DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION

Councillors H Ashton, Miss J Marks and R Yardley declared an interest under appendix B of the City Council's code of conduct in relation to agenda item 10; Grant Application – Men's Shed, Lichfield.

109 COUNCIL MINUTES

An error was noted at Minute 92, giving an incorrect date of death for Mrs Pauline Duvall. The correct date being 7 February 2022.

RESOLVED: That the Minutes of the Council Meeting held on 14 March 2022 (Nos 92-106), be confirmed and signed as a correct record subject to the amendment of the date of death of Mrs Pauline Duvall to 7 February 2022.

110 MATTERS ARISING

None.

111 PLANNING COMMITTEE (DELEGATED AUTHORITY)

RESOLVED: That comments submitted to Lichfield District Council for the period 25 February 2022 to 30 March 2022 and made in the name of LCC via delegated authority, be received.

112 QUESTION UNDER STANDING ORDER 8(2)

Councillor P McDermott asked the following question to the Mayor:

'Would the Mayor acknowledge the hard work and personal sacrifices of the teachers and medical professionals in Lichfield during the Covid pandemic and would he therefore disassociate himself from the derogatory comments made by our Member of Parliament that they regularly failed to adhere to the Government lockdown rules?'

The Mayor responded:

'Yes'

113 MARKETS WORKING GROUP

Members considered the Minutes and recommendations of the Markets Working Group meeting, including the request from the MWG for the Council to resolve to create markets to take place on Thursday 2 June and Monday 6 June 2022.

RESOLVED: That the Minutes and recommendations of the Markets Working Group meeting held on 6 April 2022 be adopted.

RESOLVED: Utilising its Powers under the Food Act Part III, the City Council establishes Markets to take place on Thursday 2 June and Monday 6 June 2022.

114 NEIGHBOURHOOD PLAN IMPLEMENTATION WORKING PARTY (NPIWP)

Members considered the Minutes and recommendations of the meeting of the NPIWP held on 11 April 2022. Members' particular attention was drawn to the recommendations for CIL spend contained within the agenda and the conditions attached to certain offers of funding. The NPIWP recommended a contribution of £60,000 to Lichfield and Hatherton Canal Restoration Trust to facilitate the restoration of Heritage Lock 23; this comprises £54,000 of CIL and £6,000 from LCC's capital reserves. Other recommendations for CIL spend were: Lichfield Waterworks Trust - £2,175 (provision of cycle shelter) and additional 20mph repeater signs on Anson Avenue, Dimbles Lane and Friday Acre (£2,500).

Councillor D Robertson queried whether additional cycle parking in the City was being pursued in line with the report that was considered by the NPIWP; the Town Clerk confirmed that the improved facilities at Darwin Hall and Curborough Community centre represented the only areas within LCC ownership within the report, and that additional provision was under discussion with the District Council as part of their Public Realm strategy.

Councillor C Ball expressed his continued support for the plaques to Francis Barber and Anna Seward and confirmed he would be pleased to work with the Museums and Heritage Officer to progress the matter. Councillor Ball also highlighted the allocation for additional 20mph repeater signs in North Lichfield, confirming he had been campaigning for these since becoming a Councillor.

RESOLVED: That the Minutes and recommendations of the NPIWP meeting held on 11 April 2022 be adopted.

115 GRANT APPLICATION – MEN'S SHED LICHFIELD (MSL)

Members considered the request for a grant of £340.00 to allow MSL to invest in the necessary equipment to carry out Portable Appliance Testing (PAT), the matter having been previously considered informally by members of the Grants Committee.

RESOLVED: That a grant of £340.00 be awarded to MSL to invest in PAT testing equipment.

116 GRANT APPLICATION – DARWIN WALK JUBILEE PARTY

Members considered the request for a grant of £1,200.00 to provide a street party along Cathedral Walk to celebrate the Queen's Jubilee, the matter having been previously considered informally by members of the Grants Committee.

Cllr D Robertson suggested that the organisers may wish to be aware of other events happening in the City and that perhaps as a result there would be a better and more unified provision for the celebrations

RESOLVED: That no grant be awarded.

117 OFFICERS' REPORT

The Mayor drew Members' attention to the Open Spaces section of the report and the timely manner in which clearance and repairs were carried out on the pathway to Borrowcop Gazebo following the damage caused by a fallen tree in the recent storms.

Councillor C Greatorex emphasised the positive relationship with CJ's Events and the success of the Producers' Market. Noting the new Euro6 compliant ice cream van, Cllr Greatorex asked if this could be publicised to allay resident concern that had been expressed regarding the previous vehicle. Cllr Greatorex then noted the two new members of staff mentioned, namely the Town Crier and Civic Officer. The Town Clerk confirmed appointment arrangements for the Crier and also that matters relating to the appointment of the Civic Officer had been considered by the Staffing Committee with minutes adopted at Council.

Councillor M Trent echoed Councillor Greatorex's comments on the new ice cream van, and welcomed the more efficient vehicle's introduction.

Councillor J Checkland advised members of his site visits with the open spaces officer and commended the work he has carried out to date, notably in Festival gardens, and the proposals for the future.

RESOLVED: *That the report be noted.*

118 SPEAKERS' CORNER, LICHFIELD

Members considered the Town Clerk's agenda report which confirmed the dissolution of the Speakers Corner Steering Committee and the Town Clerk's meeting with Mr John Brough and Mr Mark Taylor on 23 March 2022 where the formal handover process was completed. Councillor C Greatorex asked that LCC ensure Speakers' Corner is marketed through the City council's website and social media to ensure the profile of the facility remains high.

RESOLVED:

a) The City Council formally 'adopts' Speakers' Corner Lichfield, reaffirming its commitment to the site which was previously made in 2008/9.

b) The best thanks of the City Council be conveyed to Lichfield Speakers' Corner Steering Committee for their many years of service.

119 SUSPENSION OF STANDING ORDERS AS TO CONTRACTS – JOHNSON BIRTHPLACE

Members considered the Town Clerk's agenda report which requested suspension of certain Standing Orders as to Contracts and to allow delegated authority to be given to the Johnson Birthplace Advisory Committee to reprofile the 2022/23 elements of the ongoing Birthplace redevelopment project. The request was made in light of information from the Council's professional advisors regarding the desired provision of new external steps on the Market Street elevation and the possibility that such provision would not be permitted.

Councillor Angela Lax spoke in support during consideration of recommendation (c), confirming her trust and faith in the committee to make the correct decision in the developing circumstances.

RESOLVED:

a) Council notes that in compliance with LCC's Standing Orders as to Contracts, three tenders prepared in consultation with LCC's architects have been received for the repair and redecoration of the exterior of the Johnson Birthplace Museum; the sums of such tenders remaining confidential at this time.

b) Council confirms the suspension of Standing Orders as to Contracts numbers six, seven and eight for the provision of the external redecoration of the Birthplace Museum, thereby allowing the matter to be considered by the Johnson Birthplace Advisory Committee as part of the wider considerations for the 2022/23 elements of the redevelopment project.

c) On receipt of the latest professional advice at its April meeting, delegated authority be given to JBAC to reprofile the 2022/23 elements of the Birthplace redevelopment programme as is felt appropriate by the Committee.

d) If the reprofiling at (c) above includes the external redecoration of the Birthplace Museum, delegated authority be given to JBAC to consider, select and accept a preferred tender bid (or to reject all tenders) for this work on behalf of the Council, thereby maximising the possibility of the work being completed in a timely manner and at best value to the public purse.

120 PAYMENT OF ACCOUNTS

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

- 1 January 2022 to 31 January 2022 in the sum of £118,014.46 General Account, and £321.14 Imprest Account.***
- 1 February 2022 to 28 February 2022 in the sum of £95,795.96 General Account, and £577.10 Imprest Account.***

THERE BEING NO FURTHER BUSINESS THE MAYOR DECLARED THE MEETING CLOSED AT 6.58PM

MAYOR

For Council: 16 May 2022 APPENDIX 1

COMMITTEES, PANELS, AND ADVISORY COMMITTEES MEMBERSHIP 2022/23

a) **Planning Committee (All members of Council)**

Chair: C Spruce

Vice Chair: A Lax

Ward Representatives (submission of agreed ward comments):

- Boley Park/Pentire Road: Cllr R Yardley
- Chadsmead/Garrick Road: Cllr P Ray
- Curborough: Cllr C Ball
- Leomansley: Cllr J Checkland
- St Johns: Cllr G Boyle
- Stowe/Burton Old Road: Cllr P McDermott

b) **Audit Committee (7 members)**

5 Majority Group – Councillors: J Greaves, A Lax, A Smith, C Spruce, M Warfield

2 Minority Group – Councillor I Jackson (LD), D Robertson (Lab)

Chair: M Warfield

Vice Chair: C Spruce

c) **Grants Advisory Committee (9 members)**

5 Majority Group – Councillors: D Baker, P Jones, J Marks, M Warfield, R Yardley

4 Minority Groups – Councillors: M Field (Lab), H Ashton (LD), M Trent (LD), R Harrison (Ind)

Chair: D Baker Vice Chair: M Warfield

d) **Johnson Birthplace Advisory Committee**

(8 members + 2 representative members and 2 honorary members)

6 Majority Group – Councillors: G Boyle, D Dundas, J Eagland, T Matthews, C Spruce, R Yardley

2 Minority Groups – Councillors: J Anketell (Lab), C Rapley (LD)

Johnson Society (non-voting) appointed by Society – currently Mr P Jones & Mr J Winterton

Honorary Members (non-voting) – Mr Robert Awty and Mr Antony Thompson

Chair: G Boyle

Vice Chair: C Spruce

e) **Neighbourhood Plan Implementation Working Party (7 members)**

5 Majority Group – Councillors: J Checkland, P Jones, G Boyle, S Pritchard, M Warfield

2 Minority Groups – Councillors: C Ball (Lab), M Trent (LD)

Chair: M Warfield

Vice Chair: Mrs G Boyle

f) **Staffing Committee (8 members)**

6 Majority Group – Councillors: J Eagland, J Greaves, A Lax, T Matthews, J Marks, M Warfield

2 Minority Groups – Councillors: P McDermott (LD), D Robertson (Lab)

Chair: M Warfield

Vice Chair: A Lax

g) **Tenders Committee (6 members)**

Mayor, Deputy Mayor, Council Leader, Deputy Leader,

Minority Groups: Councillors J Smith (LD), C Ball (Lab)

Chair: Leader of Council

Vice Chair: Deputy Leader of Council

h) **Complaints Panel (4 members)**

Councillors: D Baker, A Lax, C Spruce, M Warfield

i) **Markets Working Group (6 members)**

3 Majority Group – Councillors: J Checkland, C Spruce and M Warfield

3 Minority Groups – Councillors: P McDermott (LD), D Robertson (Lab) and J Smith (LD)

Chair: J Checkland

Vice Chair: P McDermott

j) **Sheriff's Ride Working Party (6 members)**

4 Majority Group – Councillors: G Boyle, J Marks, A Smith and M Warfield

2 Minority Groups – Councillors: C Ball (Lab) and J Smith (LD)

Chair: A Smith

Vice Chair: J Smith