



# Lichfield City Council

Donegal House, Bore Street, Lichfield, Staffordshire, WS13 6LU  
Tel: (01543) 250011 email: townclerk@lichfield.gov.uk

Town Clerk: **Anthony Briggs** B.A. (Hons), CILCA

---

13 February 2023

**To: Members of the Neighbourhood Plan Implementation Working Party**

Councillor M Warfield (Chair), and Cllrs C Ball, G Boyle, J Checkland, H Ashton, P Jones, and M Trent.

Dear Councillor

**Neighbourhood Plan Implementation Working Party**

You are invited to attend a virtual meeting of the Neighbourhood Plan Implementation Working Party to be held via 'Zoom' at **6.00pm** on Monday **20 February 2023** at which the following business will be transacted. Any Councillor unable to attend should forward their apologies to the Deputy Town Clerk.

A link enabling members to join the meeting will be circulated separately and is also available to members of the public by email to the Deputy Town Clerk (sarah.thomas@lichfield.gov.uk).

Yours sincerely

Tony Briggs  
Town Clerk

## AGENDA

**1. APOLOGIES FOR ABSENCE**

**2. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION**

**3. MINUTES AND MATTERS ARISING**

To confirm as a correct record the Minutes of the Meeting held on 14 November 2022 (**copy attached**) and to consider any matters arising from those Minutes. [Minutes adopted by Council on 12 December 2022].

**4. CIL MONIES RECEIVED, COMMITTED AND FORECAST**

To consider the report at **APPENDIX 1 (attached)**.

**RECOMMENDED: That the updated CIL commitments and forecast receipts be noted.**

## 5. CITY CENTRE PLAQUES – UPDATE

A quotation from David Connolly at Sign Technology has been requested for work on the next plaques identified by Peter Cousins of the Civic Society in his September 2021 update, comprising The Friary Wall, Three Crowns and the Old School Masters House. The latter requires a specialist casting of a decorative screw cap, which Sign Technology are sourcing. The fourth plaque in the next tranche marks Carriage Drive beside the old Grammar School. However, as this plaque is not publicly accessible, Richard Greene's plaque on Market Street will replace it as the next priority. Following inspection of work previously undertaken, the MHO has asked for the replacement brass corner pieces of the Bishop Langton plaque on Beacon Street to be re-made to a more appropriate depth.

***RECOMMENDED: That the update be noted.***

## 6. FRANCIS BARBER/ANNA SEWARD PLAQUES

### Francis Barber

Planning permission and Listed Building Consent was granted by LDC for the installation of the Francis Barber Plaque on 25 January 2023. Manufacturers Sign Cast were immediately instructed to start on the production, which is anticipated to take 6-8 weeks. Contractors Messenger BCR will install the plaque. An unveiling event is currently being planned with a view to taking place in late March/early April, and the MHO will be liaising with the partners involved in the project to establish the invitation list.

### Anna Seward

Following consultation with members regarding the existing Townswomen's Guilds plaque, the MHO has submitted the required information for the Cathedral Facility Advisory Committee to consider at their meeting on 21<sup>st</sup> March.

***RECOMMENDED: That the update be noted.***

## 7. POSSIBLE CIL ALLOCATIONS

To consider a possible CIL allocation as detailed in **APPENDIX 2** (attached).

***RECOMMENDED: The NPIWP to discuss the appropriateness of an allocation and make a corresponding recommendation to Council.***

## 8. CIL ALLOCATION UPDATES

### **Lichfield Hockey Club**

At its meeting of 27 September 2022 the City Council resolved to allocate £12,200 of CIL to the provision of a tarmac pathway to provide improved access to the hockey pitch, notably to facilitate 'Flyerz Hockey' in Staffordshire which enables disabled and non-disabled players to play together. The allocation has been communicated to the Club and they are currently obtaining further quotations and finalising specifications.

Having initially being advised that planning permission was not required, it subsequently emerged that it was actually necessary. The planners have confirmed they see no issue with the plans but it has caused delay, with anticipated completion in March.

### **Additional 20mph Repeater Signs - Curborough**

Further to previous discussions for additional 20mph repeater signs in North Lichfield, members approved proposed locations and the signs were ordered from Staffordshire County Council Highways at a cost of £ 2,145 to supply and install. Installation was completed in January 2023.



### **Boley Park Community Hall**

Following adoption of the NPIWP's recommendation, quotations were confirmed for the CCTV and fire alarm. Both are scheduled to be installed during the Easter break in 2023 to cause minimal inconvenience to regular hirers.

### **Bus Shelter Reinstatement – Boley Park**

Following the adoption of the NPIWP's recommendation by Council on 12 December, the bus shelter was ordered on 13 December and delivered on 7 February. The contractor is scheduling the installation at the time of preparing this report.

### **Footway Lighting – Cross Keys Car Park to Stowe Pool**

Members are asked to note the update report at **APPENDIX 3**.

### **EV Charging Points – Curborough CC and Darwin Hall**

Discussions with LDC revealed ongoing scoping work for EV charging points across the City. It was agreed that the two locations that this Committee was potentially interested in funding via CIL would be added to that feasibility assessment (Darwin Hall and Curborough Community Centre). The outcome of the assessment is awaited. However, in the interim, District Council officers have held initial discussions with EON who made the following observations:

- *2/4 twin 7kW's could work at both locations – but utilisation would likely be low.*
- *The car parks are more suited for people visiting the community centres than passers-by, or people visiting other amenities nearby. Although Curborough Community Centre has a higher prevalence of homes without off-street parking within a 5-minute walk, this could be used by residents nearby without off-street parking overnight.*
- *The advantage of using 7kW's is the hardware and operating costs are quite a bit lower than 22kW's, so average utilisation and the number of charges per day does*

*not have to be as high, and it allows for a tariff that can be closer to a normal residential electricity tariff than at rapid or ultra-rapids.*

- *This would also mean that more chargers could be installed for the same capacity as fewer quicker chargers (e.g. 7x7kw CPs versus 1x50kW CP), so this works better if targeting local residents or people spending a few hours at the community centres as you can be sure there's enough chargers and no queues, and less issues if someone is blocking a charger after they've charged as there's alternative ones to use.*

### **Festival Gardens Boundary Protection**

Following the adoption of the NPIWP recommendation to allocate £15,000 of CIL, site meetings were held to more fully detail requirements. Residents adjacent to the Gardens were contacted via mailshot to advise of the intention to protect the boundary with no responses received.

Work commenced on 16 January 2023, with approximately 200 wooden bollards now installed and several fixed/lockable bollards serving the main pathways through the site. Four concrete bench pads were also installed, with benches due to be delivered imminently at the time of preparing this report.

### **Information Boards – Stowe Pool**

LDC has been informed of the adopted recommendation to allocate CIL monies to this project. Officers at LDC were contacted on 31 January and confirm they are currently working on the content subjects before consulting with members of the Friends Group to edit/add to the text and images and will update LCC accordingly.

***RECOMMENDED: That the report be noted.***

## **9. ACTION PLAN UPDATE**

At its meeting on 15 April 2019 the Working Party resolved that the updating of the action plan would form a standing agenda item at future meetings; the action plan is attached at **APPENDIX 4**.

## **10. DATE AND TIME OF NEXT MEETING**

To be agreed by the Working Party.

**ANY OTHER URGENT BUSINESS AT THE DISCRETION OF THE CHAIR**

## Lichfield City Council

### Minutes of the Meeting of the Neighbourhood Plan Implementation Working Party (NPIWP) held via 'Zoom' on Monday 14 November 2022 at 6.00pm

**PRESENT:** Councillors M Warfield (Chair), C Ball, J Checkland, P Jones, and M Trent

**APOLOGIES:** Councillor G Boyle

#### 10. ELECTION OF CHAIR

At the appointed start time, neither the Chair nor Deputy were present. It was therefore proposed by Cllr M Trent and seconded by Councillor C Ball that Cllr J Checkland Chair. On being put to the vote, it was declared carried by the Deputy Town Clerk and Cllr J Checkland assumed the Chair.

#### 11. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION

Councillor M Warfield declared an interest under appendix A of the City Council's code of conduct in regard to agenda item 5 (Boley Park Community Hall) and left the meeting during discussion and voting thereon.

Councillor J Checkland declared an interest under appendix A of the City Council's code of conduct in regard to agenda item 9 (Pedestrian Crossing/Path – Eastern Avenue) and left the meeting during discussion and voting thereon.

#### 12. MINUTES

**RESOLVED:** *That the minutes of the NPIWP meeting held on 11 July 2022 be confirmed as a correct record (Minutes adopted by Council on 25 July 2022).*

#### 13. MATTERS ARISING

None

#### 14. CIL MONIES RECEIVED, COMMITTED AND FORECAST

Members considered CIL commitments, balances and forecast as detailed at Agenda Appendix 1.

**RESOLVED:** *That the update be noted.*

*At this point, Cllr M Warfield entered the meeting and gave his apologies for lateness*

#### 15. CITY CENTRE PLAQUES - UPDATE

Members considered the agenda report which provided an update on this project, including a request to the Committee to decide whether it wished to continue to utilise the existing CIL allocation for the next batch of plaques as contained within the Civic Society's report.

**RESOLVED:** *That the plaque project be extended to include 'phase II' plaques utilising the existing CIL allocation.*

#### 16. FRANCIS BARBER/ANNA SEWARD PLAQUES

Members considered the Museum & Heritage Officer's agenda report which provided an update on the Barber/Seward plaques. Members asked that the best thanks of the Working

Party be conveyed to the Museums and Heritage Officer for all the work carried out on this project.

**RESOLVED: That the report be noted.**

## 17. POSSIBLE CIL ALLOCATIONS

Members considered the agenda report as detailed at Agenda **Appendix 2** which contained several suggestions for possible CIL allocations:

### 1. Reinstatement Of Bus Shelter Adjacent to Boley Park Community Hall

Following resident request, members considered the Agenda report at Appendix 2 and agreed to the reinstatement of the bus shelter adjacent to Boley Park Community Hall, requesting that the new shelter be black.

**RECOMMENDATION TO COUNCIL: That £5,500 of CIL be allocated for the purchase and reinstatement of a bus shelter adjacent to Boley Park Community Hall.**

### 2. Anna Seward Mural

Members considered the request put forward by Councillor C Greatorex to commission a mural of Anna Seward on Wade Street but felt that there were more appropriate and pressing projects for CIL spend.

### 3. EV Charging points – Darwin Hall/Curborough Community Centre

Members considered the request put forward by Councillor Colin Greatorex to install EV points at Curborough Community Centre and Darwin Hall. Mindful of ongoing maintenance costs and that the District Council is already working on installing more EV points, members asked the Deputy Town Clerk to investigate the costs involved and to see if the City Council could work in partnership with the District Council on the proposal.

### 4. Bench at the Pinfold

Members considered the request put forward by Councillor Colin Greatorex to install a bench within the perimeter of the Pinfold on Beacon Street. Members felt that this was not a well-used area of Public Open Space and would not therefore benefit from the installation of a bench.

### 5. St Mary's – Various projects

Members considered the request from St Mary's for £25,000 to facilitate various projects and agreed that the City Council should be supporting Arts within the City. Members agreed to allocate CIL funds for two of the projects (Sound disbursement and infrastructure) subject to the provision of more detailed costings and further consideration of the Working Party on receipt of such costings.

### 6. Boley Park Community Hall – Various Projects

Members discussed the allocation of CIL funds for the remodelling of the kitchen at Boley Park Community Hall and the provision of a new fire alarm and CCTV system. Before allocating funds, members requested more detailed costings for the kitchen

remodelling but did agree to recommend allocation of CIL monies for the new fire alarm and CCTV systems.

**RECOMMENDATION TO COUNCIL:** *That £8,000 of CIL be allocated for the Provision of a new fire alarm and CCTV system at Boley Park Community Hall.*

**7. Darwin Hall – Roof**

Members considered the report and agreed to hold the allocation of funds in abeyance pending a full report of costings to Council.

**8. Festival Gardens – Boundary Protection**

Members discussed the report and agreed the need to protect the boundary at Festival Gardens from unauthorised vehicular access.

**RECOMMENDATION TO COUNCIL:** *That £15,000 of CIL be allocated to install boundary protection at Festival Gardens including wooden bollards and additional benches.*

**9. Information Boards – Stowe Pool**

Members considered the request from Lichfield District Council regarding the installation of three information/interpretation boards around Stowe Pool. The boards would include an interpretation panel with details of Johnsons Willow for example as well as a cabinet for notices to promote local events.

**RECOMMENDATION TO COUNCIL:** *That £9,555 of CIL be allocated for the installation of three information /interpretation boards around Stowe Pool.*

**18. PATHWAY LIGHTING – CROSS KEYS CAR PARK TO STOWE POOL**

Members considered the agenda report as detailed at Agenda **Appendix 3** and were in favour of the installation of two new lights subject to approval by the conservation officer and asked that the Deputy Town Clerk progress the project to conclusion .

**RECOMMENDATION TO COUNCIL:** *That £4,154.98 (exc VAT) be allocated to the installation of two new lighting columns on the pathway from Cross Keys car park to Stowe pool.*

*Councillor J Checkland left the meeting at this point, Councillor M Warfield took the chair.*

**19. PEDESTRIAN CROSSING/PATH – EASTERN AVENUE**

Members considered the agenda report regarding the extension of a City Council footpath which runs alongside Eastern Avenue. An extension would ease access to the Sports Club however concerns were raised that in extending the path a further pedestrian crossing would be required which can only be facilitated by Staffordshire County Council Highways, with no confirmation of such provision being available. It was noted that fledgling plans are being developed by Staffordshire County Council Highways to make a number of improvements on Eastern Avenue.

**RESOLVED:** *That no CIL funds be allocated to the extension of the footpath on Eastern Avenue.*

*Councillor J Checkland returned and resumed the Chair.*

**20. CIL ALLOCATION UPDATES**

Members considered the agenda report, giving updates on the installation of the cycle shelter at Sandfields Pumping Station, additional 20MPH signs at Curborough, the repairs/polishing of the flooring at Boley Park Community Hall and other ongoing matters. Members noted the update from LHCRT and commented on the wish to see further progress being made on the project. Members asked that the best thanks of the Working Party be extended to the Deputy Town Clerk for pursuing the 20mph repeater signs project which was now near to completion.

***RESOLVED: That the report be noted.***

**21. ACTION PLAN UPDATE**

The Working Party considered the action plan; the updated document is included at **ENCLOSURE 1** to these Minutes.

***RESOLVED: That the update be noted.***

**22. DATE AND TIME OF NEXT MEETING**

Monday 20 February 2023 at 6.00pm via Zoom.

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

## NPIWP: 20 February 2023 APPENDIX 1

**Table 1: COMBINED CIL Forecast to January 2023**

Period	CIL Received £	CIL Allocations £	CIL Balance £
Balance as at 31 March 2022	175,736	69,679	106,057
Received/allocated to January 2023	131,191	29,594	101,597
Awaiting Invoice at January 2023		108,850	(108,850)
<b>Balance as at January 2023</b>	<b>£306,927</b>	<b>£208,123</b>	<b>£98,804</b>

**Table 2: Completed CIL Projects to Date**

Project	Amount Allocated £	Actual Invoiced £	Awaiting Invoice £
Curborough Community Centre CCTV	3,000	3,000	0
Refurbishment of Entrance to Lichfield Signage	2,305	2,305	0
New external doors, Curborough CC (contribution)	837.+2,500	3,337	0
Infrastructure support to LHCRT	10,000	10,000	0
Replacement of SOX/SON streetlighting with LED alternatives (contribution only)	8,000	8,000	0
Sandfields Pumping Station - Lichfield Waterworks Trust (Council resolution, March 2021)	10,000	10,000	0
Curborough Community Centre pathways (Contribution only)	6,000	6,000	0
Improved cycle parking Darwin Hall & Curborough Community Centre	210	210	0
Boley Park Community Hall – Replacement front and rear doors and surrounding screens, repairs/sanding/polishing of flooring in main hall	17,000	16,306	694*
Lichfield Waterworks Trust – cycle shelter	2,175	2,175	0
<b>TOTAL</b>	<b>£69,027</b>	<b>£61,333</b>	<b>£694</b>

\*to be reallocated to the overall CIL balance following noting of the underspend

- CIL becomes payable when development starts on site
- forecasts may increase if other developments come forward on site.
- There may also be changes to the payment dates depending on the developer's ability to pay and whether they comply with the CIL process.

**Table 3: Ongoing CIL Projects**

<b>Project</b>	<b>Amount Allocated</b>	<b>Actual Invoiced</b>	<b>Awaiting Invoice</b>
	<b>£</b>	<b>£</b>	<b>£</b>
New City Centre Signage (LDC)	15,741	14,112	1,629
Refurbishment/replacement of selected City Centre plaques	1,870 + 1,650	1,523	347 1,650
Francis Barber/Anna Seward plaques	1,300	261	1,039
Michael Johnson's Workroom (SJBW)	14,625	5,000	9,625
LHCRT – restoration of Lock 23	54,000	0	54,000
20MPH repeater signs – North Lichfield	2,500	0	2,500
Lichfield Hockey Club - Clubhouse to Pitch pathway	12,200	0	12,200
Bus Shelter Adjacent Boley Park CC	5,500	4,544	956
CCTV and Fire Alarm – Boley Park CC	8,000	0	8,000
Festival Gardens Boundary Protection	15,000	12,500	2,500
Information boards Stowe Pool (LDC)	9,555	0	9,555
Pathway Lighting – Cross Keys to Stowe Pool	4,155	0	4,155
<b>TOTAL</b>	<b>£146,096</b>	<b>£37,940</b>	<b>£108,156</b>

**CIL Forecast – 2023/24****Table 4: CIL Forecast – April 2023**

<b>Date</b>	<b>Site address</b>	<b>Parish %</b>	<b>Parish Allocation (£)</b>
20/01742/FULM (2 of 2)	Former Windmill Public House, Grange Lane	25	8,688.69
<b>TOTAL</b>			<b>£8,688.69</b>

**Table 5: CIL Forecast – October 2023**

<b>Date</b>	<b>Site address</b>	<b>Parish %</b>	<b>Parish Allocation (£)</b>
18/01498/FUL (1 of 2)	Deanslade Farm, Claypit Lane	25	5,363.83
<b>TOTAL</b>			<b>£5,363.83</b>

**Table 6: CIL Forecast – April 2024**

<b>Date</b>	<b>Site address</b>	<b>Parish %</b>	<b>Parish Allocation (£)</b>
18/01498/FUL (2 of 2)	Deanslade Farm, Claypit Lane	25	5,363.83
<b>TOTAL</b>			<b>£5,363.83</b>

## NPIWP: 20 February 2023: APPENDIX 2

### POSSIBLE CIL ALLOCATIONS

Since the last meeting possible CIL allocations have been progressed, but only one is subject to a formal request at this meeting:

As reported to the November NPIWP meeting, the Town Clerk has been contacted by representatives of the **Hub at St Mary's**, with several suggested projects for which CIL funding was potentially sought. The NPIWP agreed that further information be sought on two of those projects in order that discussion as to a possible CIL allocation could be held. These projects are outlined briefly below:

- **Sound Disbursement** - this would include the purchase and installation of additional speakers (including wall-mounted) and setting up the hearing loop (already purchased).
- **Increasing Overall Sound Infrastructure** - this would enable The Hub to accommodate touring bands as well as some of the up-and-coming local bands. Includes the purchase of a new digital desk and new cabling.

The Hub has submitted the following report providing further information and costings on these projects.

#### **Project** – *Strengthening The Hub Infrastructure: Improving our Sound System*

##### **The Need**

*As The Hub develops its performing arts programme, we now understand more of what kind of shows are appealing to local audiences, which touring shows are attracted to perform at our venue and how we can best support our community groups that wish to use our facilities.*

*In particular, the larger bands and high-end performers that we are now attracting to perform here, are in need of a much higher specification sound system than the one that we started with. This means that when we put such shows on, we are having to buy in additional technical equipment – which, of course, reduces our income from these shows.*

*We are also having to increase our sound system for local performers – including Lichfield Arts Momentum (local young groups) as well as visiting companies such as Lichfield Festival and Lichfield Arts.*

*If we can increase our sound infrastructure in order to 'future-proof' the venue – we would be able to put on 99% of all the acts that we want to book without it costing us extra money each time. We can attract bigger and better acts and make more ticket income to run The Hub and its community projects.*

##### **The Project**

*We are creating a permanent space for the Hub stage to increase our gallery wall availability and enable us to build trussing around the stage to mount any new sound system – so it will be permanently in situ. This will support the following:*

- *Improving Sound Disbursement* - this would include the purchase and installation of additional speakers (including wall-mounted) and setting up the hearing loop (already purchased).
- *Increasing Overall Sound Infrastructure* - in particular, this would enable us to accommodate touring bands (as well as some of the up-and-coming local bands that use us). This includes the purchase of a new, digital desk and new cabling.

*The Hub has sought expert advice from Sound Engineers and Audio/Cabling experts in order to cost this project as accurately as possible and to ensure that the specification we have put together is exactly what we need to meet our needs and future proof our organisation as best as we possibly can.*

### **Costings**

*The spreadsheet at **Enclosure1** details all the equipment required and the costs for each item.*

*The total amount is £29,949 but the following items are optional for this application:*

- *Delays/Monitors (£4560) as we could use our old speakers as monitors in the short term while we fundraise for new ones.*
- *The Trussing (£3925): This is required to go around the permanent stage for mounting the speakers. However, we can fundraise for this separately if necessary.*

*Thank you for your consideration of our project.*

## NPIWP 20 February 2023: ENCLOSURE 1

### Estimated Costings for Upgrading the Sound Infrastructure for the Hub at St Mary's

06-Feb-23

#### Sound Desk

1.1	Allen & Heath SQ-5 Digital Desk		
1.2	Allen & Heath DX168 Stage Box		
1.3	CAT-5 Reel		
1.4	Flight Case		
			£4,000

#### Microphones

2.1	Kick Mic (D6 / Audix d6)		150
2.2	Tom Mic x3 (Sennheiser E604)		250
2.3	Hat Mic (NT-5)		125
2.4	OH (NT-5 matched pair)		250
2.5	SM58 x2		167
2.6	SM57 x2		167
2.7	Stands & Cables (XLR + 1 x HDMI)		250
			£1,359

#### Speakers

Main Speakers			
3.1	Martin Audio CDD-Live 15 x 2	3570 each	7140
Subs			
3.2	Martin Audio SXP 118 x 2	3180 each	6360
3.3	Martin Audio CCD-LIVE 8 x 2	2280 each	4560
			Optional/nice to have
3.4	Distancing poles to go between speakers and subs x 2	181.33 each	362.66
			£18,422.66

#### Cabling, data sockets, installation etc

4.1	As per quote from SSM Services		£2,242.98
-----	--------------------------------	--	-----------

#### Trussing

5.1	Base Plate ( x 4)		185
4.2	F34200 Truss (x18)		3,675.00
4.3	Swivel Coupler (x8)		64.67
			£3,924.67
			optional for this application

**£29,949.31**

Without trussing and the Delays **£21,464.64**

**SSM Services**

58 Common Lane  
 Fradley  
 Lichfield, WS13 8TG  
 Phone: 07429 250172

**QUOTE**

To:  
**The Hub @ St Mary's**

Quote Issued On: 06/02/2023  
 Quote Valid Until: 27/02/2023  
 Client Reference: St Marys v2  
 Payment Terms: 50% Deposit to be paid  
 upfront. Remainder paid within  
 21 days of completed works.

Quote for installation of audio data network to  
 support new sound desk & equipment.

**Additional Information**

Please confirm in writing, either email or message if you are happy with the prices provided, and everything else this quote includes.

Should any additional product or services be required once the work has begun, these can of course be added. This will, however, affect the total amount due at the end of the project.

Description	Qty	Unit	Unit Price	VAT %	VAT	Total
Network Switch	1	pcs	£ 400.00		£	400.00
Network Cable	4	pcs	£ 110.00		£	440.00
Data modules	16	pcs	£ 14.00		£	224.00
Data Patch Cables	30	pcs	£ 1.60		£	48.00
Data Patch Pannel	1	pcs	£ 42.00		£	42.00
Carriage	2	pcs	£ 12.99		£	25.98
Consumables	1	pcs	£ 100.00		£	100.00
Install, Configuration & Support	25	h	£ 20.00		£	500.00
Labour	25	h	£ 20.00		£	500.00
Price Include dedicated network switch, patchbay and cabling to be installed in existing rack or additional rack provided by others. Installation of 2 data sockets per floorbox both sides of the event space to a total of 4 floor boxes per side. This allows for multifunctional use of the space to allow control and stageboxes to be installed at any location. This also allows the use of the lighting network from any floorbox.						

**Sub Total** £ 2,279.98  
**Total VAT** £ -

**Total amount due** £ 2,279.98

*If the quote is accepted, payment should be made as per the agreed terms*

We look forward to doing business with you!

**Registered Address:**  
 58 Common Lane  
 Fradley  
 Lichfield, WS13 8TG

**Contact Information**  
 Stephen Smith - Money  
 Phone: 07429 250172  
 Email: stevo@ssmservices.org.uk

**Payment Details**  
 Bank Name Santander  
 Sort-Code 09-01-28  
 Account No. 71553499

# NPIWP: 20 February 2023 APPENDIX 3

## FOOTWAY LIGHTING – CROSS KEYS CAR PARK TO STOWE POOL

Members will recall that the NPIWP was asked to look at the provision of lighting on the footpath from Stowe Pool to the Cross Keys carpark following complaints from members of the public.

In order to progress this the Deputy Town Clerk met with the Heritage Parks and Conservation Officers to discuss EON’s proposal of the addition of two new lampposts on the path as the Conservation officer had voiced concerns that this would spoil the vista from Stowe Pool to the Cathedral.

However, in the interim period, for safety reasons an additional path has been laid for pedestrians (pictured) which runs adjacent to the carpark thus negating the need for pedestrians to cross the carpark.

In view of this it was felt that a lamppost at the junction of the two paths would be more beneficial (as indicated) as this would illuminate both paths. The Conservation officer confirmed that this would be more in keeping with the surrounding area and suggested a Victorian style lamp.



EON have recommended a steel column, complete with embellishment kit and chandelier style lamp. This is the same style used by SCC and the column can be painted to the desired colour in keeping with other furniture in the City. The cost for this would be £2,984.56 [members are reminded of the original quotation of £4,154.98 for X 2 steel lamp posts]. At the time of compiling this report comments are awaited from the Heritage Parks and Conservation Officer.

		Chandler Embellishments		Beaufort Embellishments		
Product Number	Ladder Bar	76 - AA	4949		76 - AA	4949
		89 - AA	4950		89 - AA	4950
	Ring	76 - AA	4929		76 - AA	4944
		89 - AA	4930		89 - AA	4945
		114 - AA	4931		114 - AA	4946
		140 - AA	4918		140 - AA	4947
	Swage	MHIC - 76 - AA	4932		168 - AA	4948
		140/76 - AA	4924		140/76 - AA	4937
		168/89 - AA	4925		168/76 - AA	4938
		168/114 - AA	4926		168/89 - AA	4939
		194/114 - AA	4927		168/114 - AA	4940
		194/140 - AA	4919		194/114 - AA	4941
Foot	MHIC - 140/76 - AA	4928	194/140 - AA	4942		
	140 - AA	4921	140 - AA	4933		
	168 - AA	4922	168 - AA	4934		
		194 - AA	4923	194 - AA	4935	





In the meantime, the District Council has confirmed that they will seek to improve and update the current lighting provision as can be seen from a current CCTV image the path is very dark.

## NPIWP: 20 February 2023 APPENDIX 4

ACTION IN ORDER OF PRIORITY	COMMENTS	TIMESCALE
Additional 20mph signs in North Lichfield		This was completed in January 2023
City Centre Plaques	Members noted the updated report at Agenda item 5	Members noted that this is an ongoing project which is being progressed in phases.
Samuel Johnson Birthplace Redevelopment	As previously reported, the installation of the workroom is dependent on the scheduling of the Birthplace yard works. Budget for those works has now been approved in the LCC R&R schedule for 23/24, and Architects have been instructed to prepare tender documentation to expediate the start date. The MHO is in regular communication with the partners involved in the workroom installation.	It is hoped that installation could take place by the Summer.
Signs in the City Centre indicating walking direction to named carparks.	The Town Clerk recently met with District Council Officers who confirm that the City Council will be consultees on the City centre masterplan and public realm project which will, amongst other things look at signage around the City.	Work is ongoing, with the Town Clerk also attending LDC Masterplan Sounding Board meetings where this provision is being actively discussed
Stowe Pool Lighting	Members are asked to note the update at Agenda item 8 and Appendix 3	Discussions are ongoing with LDC and EON
City Council Bus Shelters/ Advertising	All the City Council Bus Shelters have now been refurbished. The MWG has approved the design for artwork to be used for advertising the Markets in all bus shelters. Orders have been placed with Staffordshire Signs for the new artwork to be produced as a vinyl wrap which will be installed in an initial five bus shelters.	The new advertising will be installed by the end of February initially in five of the City Councils 14 bus shelter with the rest to be carried out asap
Information Boards Stowe Pool	Following a request from LDC the NPIWP made a recommendation to Council to allocate £9,555 of CIL for the installation of three new information boards around Stowe Pool	As of 31/1/23 LDC officers report that they are finalising the content subjects before working with members of the Friends Group to edit/add to the text and images and will update LCC accordingly

Updated 31.01.23