



Lichfield City Council

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

6 July 2023

To: Members of the Grants Advisory Committee

Councillor C Ball (Chair) and Cllrs H Ashton, D Baker, J Christie, K Farrelly, M Field, S Schafer, E Strain and R Yardley.

Dear Councillor

Grants Advisory Committee

You are invited to attend a meeting of the Grants Advisory Committee to be held in **the Moulton Room, Guildhall** at **6.00pm** on **Thursday 13 July 2023** at which the following business will be transacted. Any Councillor unable to attend should forward their apologies 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 NPIWP Meeting held on 4 April 2023, and the Grants Advisory Committee meeting held on 13 February 2023 (**copies attached**) and to consider any matters arising from those Minutes.

4. CIL AND GENERAL GRANT MONIES – OVERVIEW

It should be emphasised that while the former Neighbourhood Plan Implementation Working Party and Grants Advisory Committee have merged, the funds that they consider must be recorded separately by law; CIL operates to a significantly different and more restrictive framework than the general revenue grants the council awards.

General Revenue Grants: These are funded by LCC, with the budget for such grants confirmed by council at its budget setting meeting in January of each year. The bulk of the budget is spent for 2023/24, the usual practice being for the annual grants round to close in early January, considered by the (former) Grants Committee in February, the recommendations adopted by council in March and grants paid in April at the start of the new financial year.

The Grants Reserve currently stands at approximately £17,000; this is unspent allocations from previous years that have been carried forward. Further detail is provided at agenda item 8.

Community Infrastructure Levy (CIL): There is a standing item on the NPIWP agenda (which is transferred to this committee and can be found at agenda item 9) that illustrates CIL received, allocated and spent. CIL is passed to LCC from LDC twice per year at amounts based upon relevant contributions from developments within the City boundary. As a result, such contributions can vary between zero and many tens of thousands of pounds. A 'CIL forecast' is included within the information provided to each meeting of this committee. Further information regarding CIL, including a guide for parish councils, can be found on the LDC website at the following link:

<https://www.lichfielddc.gov.uk/downloads/download/72/community-infrastructure-levy>

RECOMMENDED: That the report be noted.

5. TERMS OF REFERENCE

As the NPIWP is now merged with the Grants Advisory Committee, members are asked to discuss the draft Terms of Reference at **APPENDIX 1** (attached) that combine the functions of the two committees. Once the final text is agreed, members are asked to make a recommendation to council that the revised Terms of Reference be adopted.

Following discussion, the draft Terms of Reference *include a request to council for delegated authority to be given to award free use of City Council facilities in certain circumstances*. This stems from the recent request from LDC for free use of Pool Walk to support the Velodrome event held on Bird St car park. Despite there being unanimous support among group leaders, there is no facility to award free use other than via council resolution. Members are asked to particularly consider this element of the draft Terms of Reference (section 5a).

RECOMMENDED: That the terms of reference be discussed, amended as appropriate and agreed by the Committee. A recommendation to be made to Council for those agreed Terms of Reference to be adopted.

6. GENERAL REVENUE GRANT - GRANT AWARD POLICY AND APPLICATION FORM

To consider the Grant Award Policy (**ENCLOSURE 1A**) and Application Form (**ENCLOSURE 1B**) and make recommendations for any changes the Committee feels are appropriate. This policy applies only to general revenue grants given by the council; CIL grants are subject to significantly more restrictions and reporting requirements.

The opportunity has been taken to update the application form to make it more user friendly, but the information requested remains unchanged.

Members in particular may wish to consider/emphasise:

a) the inclusion of the four points in the draft Terms of Reference for this committee (reproduced below) in order that applicants can be made aware of the possible extra weight given to applications which reflect some or all of these priorities. The enclosed draft Grant Application Form refers to these priorities on the first page.

DECISION MAKING AND GOVERNANCE

Particular weight will be given to those applications for projects/activities where funding can be awarded via the appropriate legislation and demonstrate one or more of the following community benefits (listed in no particular order):

- 1. address issues around the cost of living crisis.*
- 2. tackle climate change and support actions towards achieving net zero.*
- 3. promote inclusivity across the City (e.g. benefit disadvantaged and marginalised groups).*
- 4. support and meet the needs of young people.*

b) The addition of any text relating to the potential for free use of City Council facilities; within the enclosed draft application form, reference to such use is provided on the first page, with a request that any applicant contact the Town Clerk in the first instance.

RECOMMENDED: That the Grant Award Policy and Application Form be discussed, amended as appropriate and agreed by the Committee. A recommendation to be made to Council for the Policy and form (as amended) to be adopted.

7. GENERAL REVENUE GRANT - 2023/24 BALANCES

The table below reflects the current position of the council's revenue grant reserve/allocations. This follows completion of the bulk of grant awards for 23/24 arising from the Grants Committee meeting of 13 February 2023 (minutes considered earlier in this agenda).

The annual grants to churchyards are a longstanding matter, dating from a council resolution of 6 June 1988, and follow negotiations with the relevant PCC's at the time. The grant round to be funded from 2024/25 budgets will commence later this year (budget to be approved by Council in January 2024).

The £16,989 balance available can be considered for other grants throughout the 23/24 financial year, with any unspent sum carrying forward to 2024/25 in addition to the general grants budget agreed annually by council.

Budget Allocation	Amount	Allocated	Balance Available
Earmarked Reserve	£9,531	-	£9,531
General Grants 2023/24	£32,000	£24,542	£7,458
Churchyards	£7,140	£7,140	-
Total	£48,671	£31,682	£16,989

RECOMMENDED: That the report be noted.

8. GENERAL REVENUE GRANT - ALLOCATION OF RESERVES TO SUPPORT SUMMER PROJECTS

To consider the Town Clerk's report at **APPENDIX 2** (attached).

RECOMMENDED: Members to consider the proposal and make a recommendation to Council regarding its implementation and any associated matters (conditions etc).

9. CIL - MONIES RECEIVED, COMMITTED AND FORECAST

To consider the report at **APPENDIX 3** (attached).

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

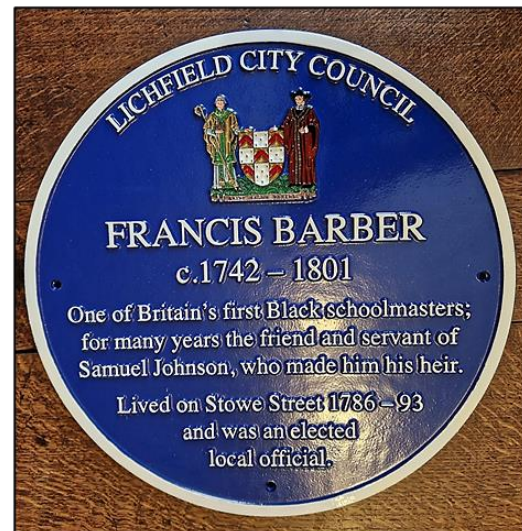
10. CIL - CITY CENTRE PLAQUES UPDATE (JO WILSON, MHO)

Sign Technology have restored the 'Three Crowns' plaque on Breadmarket Street, the 'Old Schoolmasters House' and Friary Wall plaques on St John Street. 5 plaques remain to complete the bronze plaque work outlined by Peter Cousins from the Civic Society in his 2021 update report, which would be at an estimated cost of £465 + VAT total. Before and after photographs of the 'Three Crowns' plaque follow overleaf.

RECOMMENDED: That the update be noted.



11. CIL - FRANCIS BARBER/ANNA SEWARD PLAQUES (JO WILSON, MHO)



Francis Barber

The Francis Barber plaque was unveiled by the Mayor of Lichfield and Cedric Barber, a descendant of Francis, in an event at Cruck House on March 29, and was installed on the exterior of the building on May 18. The event was attended by invited members of the City Council, Johnson Society, City of Sanctuary, One Lichfield, Lichfield Civic Society, and others who have contributed to the project and awareness of Barber in the city.

Anna Seward

The Cathedral Facility Advisory Committee considered the documents provided by the MHO at their meeting on 21 March. The outcome was reported that no plaque (of any design) would be considered due to the highly sensitive nature of the Cathedral environment, the fact that there is already a monument to Anna inside the cathedral and the wish to encourage visitors to come into the building. Pool Walk is proposed as an alternative location for a plaque in the same style as the Francis Barber Plaque, as Seward

is understood to have spearheaded the design of Minster Pool. This location also has the benefit of being central for visitors and is managed by the City Council, thus ensuring long-term care of the plaque. The MHO is currently liaising with Seward scholars to ensure the validity of the Minster Pool claim before any necessary planning applications are made and production is organised.

RECOMMENDED: That the update be noted.

12. CIL - OTHER 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. Planning permission has now been granted and work commenced in late June. A further update may be available at the meeting.

Boley Park Community Hall

The new CCTV and fire alarm have been installed at the hall; invoices have been received and paid.

Separately, Boley Park Pre-School, which is based at the Hall, requested a CIL allocation to contribute towards their vision for the play area adjacent to the Hall which is used by them on an exclusive basis (the land being owned by the City Council). The recommendation of the NPIWP that £11,200 of CIL be awarded (Minute 43) was subsequently adopted by Council.

Feedback from LDC planning was received in early June, with an expectation of permission being granted in late summer and work commencing as soon as possible thereafter.

Allotment Sites – Infrastructure improvements

The award of a CIL grant in the sum of £27,500 has been communicated to LDAS representatives and they have asked that their thanks to the Council and members of this committee be conveyed.

Discussions continued between LDAS representatives and the Town Clerk regarding the improvements to the access path at Nether Stowe in the first instance, with quotations and specifications being prepared. Following internal LDAS discussions with site representatives, Nether Stowe, The Moggs and Christchurch will be prioritised (with Beacon St and Cherry Orchard site representatives happy with these arrangements). As a result, a higher standard of surface finish than originally anticipated can be applied within the approved allocation, with significant increase in longevity as a result. The Town Clerk met with LDAS representatives in late June to confirm arrangements and issued the purchase order to the contractor later that day. The work is scheduled to be completed around the time of this meeting or a few days thereafter.

Footway Lighting – Cross Keys Car Park to Stowe Pool.

Members are asked to note that both the Conservation and Heritage Parks Officer have confirmed they have no objection to the proposed installation of a Victorian Style lamp on the junction of the new and old path. Planning officers have also confirmed this would fall under permitted development and therefore not require planning permission.

The Conservation Officer has confirmed that the new lamp design is in keeping with existing street furniture. An order has been placed with Eon and delivery is expected to

take around 6 – 8 weeks at a total cost £3,581.47 + VAT. The Deputy Town Clerk has requested that installation takes place as soon as possible after delivery.

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). LDC report they have met several EV providers and consultants and have mentioned the two sites where LCC would like to introduce EV points.

Most recently LDC spoke with a company called Zest, who are keen to work with LDC and Staffordshire County Council on a Staffordshire wide joined up approach. The Staffordshire EV strategy was approved at the Staffordshire Sustainability Board which confirmed circa £5 million in funding for EV provision.

SCC are very keen for all district and local Councils to work together rather than going off single handed and working in silo, as such an approach should result in a far better deal for residents due to the economy of scale and the majority of funding being allocated to tier 1 authorities. SCC are also looking at ways to reduce residential charging by introducing discounted resident schemes.

While still in its infancy, the county-wide approach is seen as representing the best opportunity to progress the matter to its most cost-effective conclusion. Discussions with officers at LDC continue however officers have indicated that this could be a lengthy process with a contract with an EV supplier not being until March 2024.

For members information several EV charging points have recently been installed at the Inkwell pub next door to Darwin Hall Community centre.

Michael Johnson's Workroom – SJB

The order has been placed for the final installation of the Workroom with suppliers Vertigo, and the tables for the display have been delivered. The material for the display is being completed off-site. Decoration of the room will begin over the summer, but the final installation will not be carried out until the work in the adjacent Birthplace yard is completed, due to the disruption and available working space, and is currently planned for October.

Information Boards – Stowe Pool

LDC has been informed of the adopted recommendation to allocate CIL monies to this project. Officers at LDC confirm a meeting was held on 14 March with the Friends of Lichfield Historic Parks to discuss the content. An updated from District Council officers was requested on 5 May, 22 June and 3 July at the time of writing this report no information has been provided.

Sound Infrastructure Improvements - The Hub at St Mary's

Following adoption of the NPIWP's recommendation by council at its March meeting, the allocation has been reported to St Mary's representatives. LCC officers have been advised that the first batch of equipment has been installed and has resulted in a huge improvement to the performance area. The first invoice has been presented to LCC for reimbursement. Final work to the project (such as cabling & new speakers etc) is expected to be carried out after the 17 July at the end of the Lichfield Festival when the staging is rebuilt.

RECOMMENDED: That the report be noted.

13. CIL REQUEST – ADDITIONAL FOOTPATH LIGHTING, DARWIN PARK

To consider the Deputy Town Clerk's report at **APPENDIX 4** (attached).

RECOMMENDED: The Committee to consider **whether or not** it wishes to make a recommendation to Council to allocate CIL funds for this project at this time, and the amount of any such contribution.

14. CIL REQUEST – PEDESTRIAN PATHWAY – EASTERN AVENUE

Members are asked to consider the Town Clerk's report at **APPENDIX 5** (attached).

RECOMMENDED: The Committee to consider **whether or not** it wishes to make a recommendation to Council to allocate CIL funds for this project at this time, and the amount of any such contribution.

15. CIL REQUEST – ROWLEY PLAQUE

To consider the Town Clerk's report at **APPENDIX 6** (attached).

RECOMMENDED: The Committee to decide **whether or not** it wishes to give its 'in principle' support to the installation of a plaque to John Rowley and whether it wishes to recommend a CIL allocation for that purpose at this time.

16. ACTION PLAN UPDATE

At its meeting on 15 April 2019 it was resolved that updating the action plan would form a standing agenda item at future meetings; the action plan is attached at **APPENDIX 7**.

17. DATE AND TIME OF NEXT MEETING

To be agreed by the Committee. The Committee may also wish to consider whether it wishes to meet in person or via Zoom.

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 Tuesday 4 April 2023 6.00pm**

PRESENT: Councillors M Warfield (Chair), H Ashton, C Ball, G Boyle, J Checkland, P Jones, and M Trent

APOLOGIES: None

33. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION

Councillor C Ball declared an interest in agenda item 7 (minute 39) under Appendix A of the City Council's Code of Conduct as he holds a plot at Netherstowe allotments. Cllr Ball left the meeting during discussion of this item, taking no part in the discussion or voting thereon.

Councillor J Checkland declared an interest under Appendix A of the City Council's Code of Conduct in agenda item 8 (Minute 40) as Chair of Lichfield Hockey Club (the discussion thereon required no decision).

34. MINUTES

RESOLVED: That the minutes of the NPIWP meeting held on 20 February 2023 be confirmed as a correct record (Minutes adopted by Council on 13 March 2023).

35. MATTERS ARISING

None

36. 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.

37. CITY CENTRE PLAQUES - UPDATE

Members considered the agenda report noting that the next three plaques are being renovated in line with the agreed restoration project.

RESOLVED: That the report be noted.

38. FRANCIS BARBER/ANNA SEWARD PLAQUES

Members considered the Museum & Heritage Officer's agenda report which provided an update on the Barber/Seward plaques. Councillor J Checkland and C Ball commented that they had both attended the unveiling of the Francis Barber plaque which had been well received.

The Deputy Town Clerk updated members in regard to the Anna Seward plaque. The Cathedral Facility Advisory Committee have indicated that they would be willing to consider a plaque of the same design as the Francis Barber plaque and will update the MHO once a decision has been made.

RESOLVED: That the report be noted.

39. POSSIBLE CIL ALLOCATION – LICHFIELD AND DISTRICT ALLOTMENTS SOCIETY

Members considered the submission from LDAS, which outlined their proposals regarding access and their wish to bring the main tracks at each of the five allotment sites up to a higher standard. The bid requested the provision of £27,500 of CIL, to be drawn down in stages following receipt of invoice for the work across each of the sites.

RECOMMENDATION TO COUNCIL:

- a) That £27,500 of CIL be allocated to Lichfield and District Allotment Society for essential maintenance and repair to the main track at each of the five allotment sites.***
- b) That delegated authority to be given to the Town Clerk to release allocated CIL monies in stages on production of suitable invoices for works carried out.***

40. CIL ALLOCATION UPDATES

Members considered the agenda report, giving updates on the installation of the additional replacement bus shelter at Boley Park, the pathway at Lichfield Hockey Club, footway lighting at Stowe Pool, EV charging points and other ongoing matters.

Councillor C Checkland informed members that planning permission for the tarmac pathway at Lichfield Hockey Club was granted by Lichfield District Council on 3 April 2023. The Deputy Town Clerk reported that permission had been granted for the new lamp on the footpath at Cross Keys car park and that Lichfield District Council were also upgrading the existing lighting to LED. Councillor H Ashton informed members that permission had been sought to install a dropped kerb.

RESOLVED: That the report be noted.

41. 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.

42. DATE AND TIME OF NEXT MEETING

In view of the forthcoming elections members agreed to keep the date of the next meeting in abeyance and requested that it take place in person.

43. ANY OTHER BUSINESS

Boley Park Pre-School – Funding for Improved Play Area.

Members considered a bid for CIL funding received after the deadline for the circulation of the agenda. The bid requested a contribution towards the costs of improving the play area utilised by Boley Park Pre School at the Boley Park Community Hall. The area is used exclusively by the pre-school and fundraising for improvements has been ongoing since 2018. An Ofsted inspection had further highlighted a desired improvement to the play area and quotations totaling approximately £26,000 had been received, leaving an approximate £11,000 shortfall, based on £10,000 already raised and an expected £5,000 donation from the Co-op.

RECOMMENDATION TO COUNCIL: That up to £11,200 of CIL be awarded to Boley Park Pre-School for improvements to the play area subject to the retention of trees and bushes as mentioned in the original bid.

20mph Repeater Signs – Gaia Lane.

Cllr M Trent advised of discussions with a resident who raised a road safety issue regarding the junction of Gaia Lane and Bulldog Lane, and asked whether 20mph repeater signs might be possible along Gaia Lane, in a similar project to those signs that CIL recently funded in Curborough Ward. It was proposed by Councillor P Jones and seconded by Councillor C Ball and

RESOLVED: That members indicate streets in each Ward which they believe would benefit from additional 20mph repeater signs and report back at the next meeting of the NPIWP in order for the Deputy Town Clerk to progress with SCC Highways.

THERE BEING NO FURTHER BUSINESS

THE CHAIR DECLARED THE MEETING CLOSED AT 6.43PM

ENCLOSURE 1: NPIWP ACTION PLAN AND PRIORTIES

ACTION	COMMENTS	TIMESCALE
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,.	Work is due to start in July 2023
Signs in the City Centre indicating walking direction to named carparks.	The Town Clerk 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	The new lamppost has been ordered with a lead time of approx. 6 – 8 weeks.
City Council Bus Shelters/ Advertising	All the City Council Bus Shelters have now been refurbished.	The new advertising has now been installed in five of the City Councils 14 bus shelters.
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	LDC officers report that they are in discussions with the Friends of Lichfield Historic parks as to the content. The Johnson society have also agreed to fund a fourth board providing information about Johnsons Willow. Chased for updates 5.5 & 22.6

Updated 22.06.23.

Lichfield City Council

Minutes of Grants Advisory Committee Meeting held in the Moulton Room, Guildhall at 6.30 pm on Monday 13 February 2023

PRESENT: Councillor D Baker (Chair), H Ashton, M Field, R Harrison, P Jones, M Trent, M Warfield, and R Yardley.

APOLOGIES: Councillor J Marks

1. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION

The following Councillors declared an interest under Appendix A of the City Council's Code of Conduct and took no part in the discussion and voting thereon:

Lichfield Litter Legends – Cllr R Harrison

Lichfield Greenhill Bower – Cllr M Warfield

The following Councillors declared an interest under Appendix B of the City Council's Code of Conduct in the applications from the undermentioned organisations:

Citizens Advice South East Staffs – D Baker

Erasmus Darwin Foundation – H Ashton

Hub at St Mary's – R Yardley

Lichfield City of Sanctuary (One Lichfield) (LCC rep) – H Ashton, D Baker

Lichfield District Council Proms in The Park – M Warfield, D Baker

Lichfield Litter Legends – D Baker

Lichfield Rail Promotion Group – M Warfield

Lichfield Talking News – M Warfield

5th Lichfield Scout group (Beavers Section) – R Yardley

2. MINUTES OF PREVIOUS MEETING

RESOLVED: *That the Minutes of the Grants Advisory Committee Meeting held on 1 February 2022 be confirmed as a correct record.*

3. GRANTS TO OUTSIDE BODIES 2023/2024

Consideration was given to applications for financial assistance from the 2023/24 budget.

RECOMMENDED:

- 1. That the Council makes grants totalling £23,242 to organisations as indicated in the table overleaf**
- 2. The unallocated element of the grants budget be retained for any urgent applications later in the year/carried forward to 2024/25 as appropriate.**

4. GRANT AWARD POLICY REVIEW

Members reviewed the Grant Award Policy and application form. It was agreed that the policy and form could perhaps focus more on the desire for grants to provide additionality, rather than funding business as usual. Cllr M Field suggested that site visits to physically see the impact of the grants could be appropriate. It was agreed that Committee members email the Chair and Town Clerk with any suggestions for improvement. Once the representations have been received then another meeting may be called to consider next steps, or it may be possible to make draft amendments and circulate for informal comment.

5. DATE AND TIME OF NEXT MEETING

Currently scheduled for Monday 12 February 2024 at 6.30pm, but subject to confirmation by Council.

Note	No	Organisation	Amount
	1	South East Staffordshire Citizens Advice Bureau	£5,500
	2	Lichfield District Arts Association	£4,500
1	3	Lichfield Greenhill Bower	£3,000
	4	Lichfield Waterworks Trust	£0
	5	Curborough Community Association	£950
2	6	Lichfield District Council – Proms in the Park	£2,000
	7	Erasmus Darwin Foundation	£1,500
3	8	Lichfield Festival	£516
	9	Voluntary Transport for the Disabled	£1,000
4	10	Lichfield Hockey Club	£200
	11	Lichfield Litter Legends	£800
5	12	Lichfield Talking News (and Community care)	£0
	13	Lichfield Bowling Club	£0
	14	One Lichfield	£500
	15	The City of Lichfield Concert Band	£500
	16	The Hub at St Mary's	£0
	17	Open Door of Hope	£200
6	18	Men's Shed Lichfield	£451
7	19	Dovehouse Community Gardens	£300
	20	Lichfield Re:Cycle	£350
	21	Lichfield Repair & Share Cafe	£300
	22	Forest Harvest	£150
	23	Kendall & Wall Charitable Trust	£0
	24	Lichfield Festival of Music	£0
	25	5 th Lichfield Scout Group (Beavers Section)	£0
	26	Lichfield Winter League	£300
	27	Wayward Women	£0
	28	Lichfield U3A Croquet Club	£0
8	29	Gamers' Wellbeing	£150
	30	Lichfield Rail Promotion Group	£75
		TOTAL	£23,242

1. Subject to event going ahead and confirmation of appropriateness of grant
2. A request that the LCC logo is more prominently displayed
3. To fund instruments
4. To fund 40 hockey balls
5. Asked to reapply when costs are more certain
6. Subject to evidence lease has been signed and confirmed moving date
7. Subject to report being provided detailing work completed
8. Funding for 6 months to gauge demand

THERE BEING NO FURTHER BUSINESS THE CHAIRMAN DECLARED THE MEETING CLOSED AT 7.56 PM

Grants Advisory Committee: 13 July 2023 APPENDIX 1

GRANTS ADVISORY COMMITTEE COMBINED WITH NEIGHBOURHOOD PLAN IMPLEMENTATION WORKING PARTY (NPIWP)

ORIGINS OF THE NPIWP

At its meeting of 23 July 2013 the City Council resolved that a Neighbourhood Plan Committee be established as a sub-committee of the Planning Committee, comprising two Members from each of the City Wards. The Committee aimed to develop a Neighbourhood Plan for the City and to successfully put the document to the referendum vote.

With the successful referendum result being achieved in February 2018, the Neighbourhood Plan Committee has now carried out its remit. However, at its final meeting on 26 February 2018, the Committee recommended that a new Committee be established to oversee the implementation of the Lichfield City Neighbourhood Plan (LCNP) following its adoption.

At its meeting of 5 March 2018, the City Council resolved that;

- a) The Neighbourhood Plan Committee be disbanded having achieved its aim of developing a Neighbourhood Plan for the City of Lichfield that has successfully passed referendum stage*
- b) The City Council's Planning Committee be tasked with due consideration of the Neighbourhood Plan when employment is a factor in planning applications or as otherwise appropriate; and that the Planning Committee ensure that reference is made to this process in any responses submitted*
- c) The City Council's Planning Committee invite a speaker to explain the consequences of an approved Neighbourhood Plan and the process of applying for and receiving Community Infrastructure Levy (CIL)*
- d) That a small 'Neighbourhood Plan Implementation Working Party' be established to oversee the next stages of the Neighbourhood Plan; to consult with interested parties, to advise how CIL money is spent in line with the LCNP and to ensure the LCNP remains fit for purpose during its lifetime*
- e) That the Town Clerk compiles draft 'terms of reference' for the working party to be considered at a future meeting of the City Council.*

Terms of reference were adopted by council on 23 April 2018.

ORIGINS OF THE GRANTS COMMITTEE

For many years the City Council has awarded grants from its general revenue fund to local good causes. A grants policy was adopted during 2017/18 following preparation of the same by the Town Clerk as part of the CiLCA course; the resulting policy was assessed positively by the independent CiLCA assessor and remains largely unchanged from that original draft at the time of preparing these joint terms of reference (June 2023).

At the Annual Council meeting of 15 May 2023, it was resolved that the NPIWP and pre-existing Grants Advisory Committee be merged, as both address the giving of grants, though from fundamentally different sources. The Grants Committee did not have any written Terms of Reference, referring instead to the processes as set out in the adopted Grants Policy and making recommendations to Council based on the processes therein.

General terms of reference that encompass the functions of both committees are provided below for discussion.

TERMS OF REFERENCE – GRANTS ADVISORY COMMITTEE

1. DESIGNATION

Grants Advisory Committee

2. MEMBERSHIP

The Committee to consist of a maximum of nine Councillors with cross-party representation. Membership (including Chair and Deputy Chair) to be decided upon by Council resolution and reviewed annually.

In the event of a Member or Members resigning, new appointments to be confirmed by resolution of the City Council.

3. OBJECTIVES AS RELATED TO CIL/NEIGHBOURHOOD PLAN

1. To meet as needed in order to consider, discuss and make recommendations to Council on awarding funding for applications from the Community Infrastructure Levy (CIL) that the Council is awarded via LDC
2. Oversee the implementation of the LCNP
3. Ensure that CIL monies are appropriately applied for and received
4. To consult and engage with the community while having regard to the LCNP
5. Advise Council as and when the LCNP appears to require amendment and to oversee that process subject to Council resolution
6. To disseminate information regarding its activities to the residents of the City
7. In conjunction with the City Council's Planning Committee, to ensure that the priorities within the LCNP are conveyed as appropriate to other bodies such as the District and County Councils, developers etc
8. To be the most appropriate contact point for consultees, the public and other interested parties in relation to the LCNP and the City Council's implementation of the document.

4. GRANTS ADVISORY COMMITTEE OBJECTIVES AS RELATED TO GENERAL LCC REVENUE FUND GRANTS

1. To meet once per year, usually in February, to review, discuss and make recommendations to Council for awards of grants to applicants via the City Council's revenue grants fund
2. To consider other grant applications from time to time as appropriate and make recommendations to council
3. Contribute towards a vibrant and active community in the Parish of Lichfield City
4. Acknowledge the strength and diversity of the voluntary and charitable sector and the contribution it makes to the residents of the City of Lichfield
5. To award grants in compliance with the framework set out in the adopted Grant Award Policy via the appropriate legislation. The City Council holds the general Power of Competence at the time of preparing these Terms of Reference
6. To consider the Grant Award Policy at regular intervals and make recommendations to Council for change/improvement.
7. Provide benefits to the City commensurate with expenditure

5. DECISION MAKING AND GOVERNANCE

Particular weight will be given to those applications for projects/activities where funding can be awarded via the appropriate legislation and demonstrate one or more of the following community benefits (listed in no particular order):

1. address issues around the cost of living crisis.
2. tackle climate change and support actions towards achieving net zero.
3. promote inclusivity across the City (e.g. benefit disadvantaged and marginalised groups).
4. support and meet the needs of young people.

5a Delegated Authority to allow free use of City Council Facilities

It has previously fallen to council to award reduced rate/free use of council facilities, and this was very rarely given. Through adoption of the Grants Committee meeting minutes of 5 February 2009, council resolved that from 1 April 2010 no further free use of Guildhall be granted and that applicants be advised to apply for a monetary grant instead. This has since expanded to all requests for free use of council facilities.

Organisations are asked to apply for a grant in the sum of the invoice raised, and on approval of the grant (if given), the cost of hire is refunded. This works well in some ways, ensuring that any requests for such use come before council and are then – if approved – funded via the grants budget. This promotes transparency and helps to ensure all applications are treated in the same manner.

However, it can also be unduly restrictive, particularly when dealing with longstanding partners, other local authorities, or requests submitted with a short timescale until the event itself. The process is also administratively burdensome, especially when dealing with other public bodies. These terms of reference, once adopted by Council, therefore allow the Grants Committee to consider and decide upon any requests for reduced rate/free use of Council facilities where the following applies:

- It is convenient or conducive to do so, for example a meeting of the Grants Committee is taking place within a more appropriate timeframe than a full council meeting to consider such a request
- The request for reduced rate/free use is received from a body that does not wish to raise income from that reduced rate/free use OR is a charitable body
- The loss of income to the council from the reduced rate/free use if granted is not more than £300
- The reduced rate/free use if granted is provided for the instance/s requested only and does not imply or guarantee the same outcome if similar applications are made in the future.
- The meeting of the Committee where such matters are considered complies with all other relevant Standing Orders (is quorate, majority vote etc).

These Terms of Reference do not preclude such a matter coming before full council in the first instance if it is more logistically and/or administratively appropriate to do so.

All recommendations of the Grants Advisory Committee to be subject to confirmation by resolution of the City Council, with the exception of those resulting from 5a above. Meetings will be governed by the City Council's Standing Orders.

6. CONDUCT OF BUSINESS

Meetings to be open to the press and public (who may be excluded by resolution in appropriate circumstances).

The Committee to meet as often as is considered appropriate for the conduct of its business, but no less than once in any given financial year.

Minutes of each meeting will be taken by the Clerk or nominated representative and circulated as soon as is practicable. All Minutes to be submitted for consideration by the City Council at the earliest opportunity.

7. BUDGET AND FUNDING

The cost incurred in servicing this committee will be met by general council funding, but there is no further specific budget allocated.

8. TASK AND FINISH GROUPS

The Committee may appoint task and finish groups consisting of Councillor(s) and/or community members. Each task and finish group to be Chaired by a member of the Committee and all decisions subject to confirmation by the Grants Advisory Committee and subsequent council resolution.

9. CONDUCT

All members of the Committee or any task and finish group associated with it are required to abide by the principles and practice of the City Council's code of conduct.

10. CHANGES TO TERMS OF REFERENCE

Recommendations for changes to these terms of reference can be made by the Committee by resolution. The recommendations will be subject to confirmation by resolution at a meeting of the City Council.

11. DISSOLUTION

Recommendation for dissolution can be made by resolution of the Committee and is subject to confirmation by resolution of the City Council. The Committee can be dissolved by resolution of the City Council without prior recommendations for such action by the Committee.

Grants Advisory Committee: 13 July 2023 APPENDIX 2

GENERAL REVENUE GRANT ALLOCATION OF RESERVES TO SUPPORT SUMMER PROJECTS

The Leader of the Council has suggested it may be appropriate to allocate some of LCC's Grants Reserve towards provision of summer activities for children. It is hoped such grant provision would facilitate and/or expand such events and provide parents and families an increased choice of free/low-cost events that children can attend during the cost-of-living crisis.

The basic premise of this proposal is similar to the 'Warm Spaces' motion adopted by Council in 2022, that saw a total of £5,000 in funding allocated to warm spaces provision at Curborough Community Centre, Cruck House and the Garrick Theatre.

Utilising a similar process of delegated authority, the proposal is to allocate up to £10,000 of the Council's General Grants Reserve (see item 8 of this agenda) for this purpose. If approved by this Committee and then by Council, the proposal would need to be publicised widely and quickly to allow event organisers to take advantage of the funds on offer. The proposal is that:

- Delegated authority be given to the Town Clerk in consultation with the Chair and Deputy Chair of the City Council's Grants Committee and Group Leaders, to consider and approve (or reject) grants to organisations seeking to provide summer activities for families and/or children within the City.
- The grant requested must be via a duly completed LCC Grants application form, be compliant with LCC's adopted Grants Policy, and be to a maximum individual value of £2,000.
- Further authority is granted to the aforementioned role holders to exceed this limit only in the case where a community organisation is seeking a grant to provide additional staffing resources to support a coordinated effort to offer such provision alongside one or more partner organisations or authorities.
- Approval of any grant shall be by majority vote.
- Total grants awarded under this delegated authority not to exceed £10,000.

The Grants Committee is asked to formally consider this proposal.

RECOMMENDED: The Grants Committee to consider the proposal, discuss and amend as it feels appropriate, and make a corresponding recommendation to Council.

Grants Advisory Committee: 13 July 2023 APPENDIX 3

Table 1: COMBINED CIL Forecast to June 2023

Period	CIL Received £	CIL Allocations Minus any Underspend £	CIL Balance £
Balance as at 31 March 2023	306,927.22	104,642.77	202,284.45
Received/allocated to June 2023	8,740.49	13,125.58	-4,385.09
Awaiting Invoice at June 2023		145,249.29	-145,249.29
Balance as at June 2023	£315,667.71	£263,017.64	£52,650.07

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

Table 2: *Completed* CIL Projects to Date

Project	Amount Allocated £	Actual Invoiced £	Underspend*
New City Centre Signage	15,741	14,112	1,629
Curborough Community Centre CCTV (contribution)	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)	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)	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
Festival Gardens Boundary Protection (contribution)	15,000	15,000	0
20MPH repeater signs – North Lichfield	2,500	2,145	355
Bus Shelter adjacent Boley Park Community Hall	5,500	5,268	232
CCTV and Fire Alarm – Boley Park CC	8,000	5,640	2,360
TOTAL	£108,768	£103,498	£5,270

*underspends are returned to the CIL balance for reallocation

Table 3: Ongoing CIL Projects

Project	Amount Allocated	Actual Invoiced	Awaiting Invoice
	£	£	£
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
Lichfield Hockey Club - Clubhouse to Pitch pathway	12,200	0	12,200
Information boards Stowe Pool (LDC)	9,555	0	9,555
Pathway Lighting – Cross Keys to Stowe Pool	4,155	0	4,155
Sound Infrastructure Improvements, Hub at St Mary's	21,465	7,486	13,979
Allotment sites – access/infrastructure improvements	27,500	0	27,500
Boley Park Pre-School – funding for improved play area (contribution)	11,200	0	11,200
TOTAL	£159,520	£14,270	£145,250

CIL Income April 2023**Table 4: CIL Income – April 2023**

Reference	Site address	Parish %	Parish Allocation (£)
20/01742/FULM (2 of 2)	Former Windmill Public House, Grange Lane	25	8,688.69
20/00599/COU	Land rear of 19A Tamworth St	25	51.80
TOTAL			£8,740.49

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

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

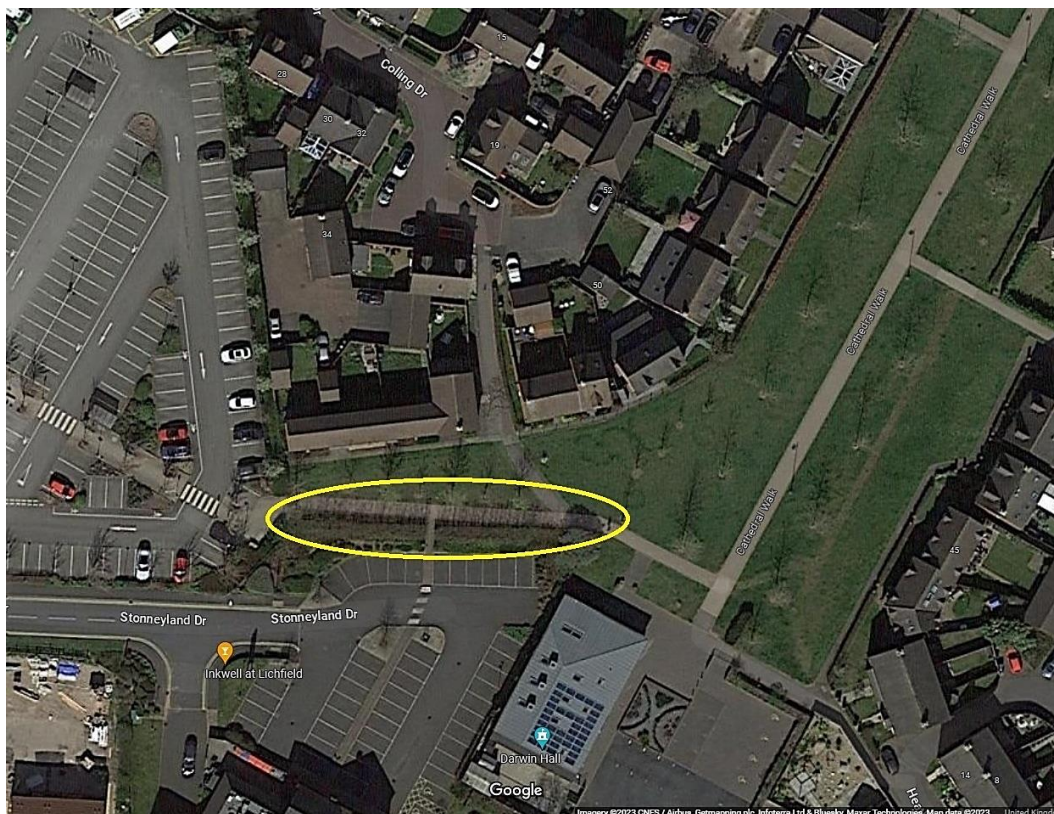
Table 6: CIL Forecast – April 2024

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

Grants Advisory Committee: 13 July 2023 APPENDIX 4

CIL REQUEST – ADDITIONAL FOOTPATH LIGHTING, DARWIN PARK

The Darwin Hall Community Association has requested consideration be given to CIL funding for three additional pathway lights between the Ink Well Public House car park and Darwin Hall; the area is circled in yellow below:



In support of their submission, the Community Association carried out a resident consultation, the outcome of which is included as **ENCLOSURE 2**.

Initial discussions with Eon have revealed that they only maintain 3 lights in this area (as shown in Fig 1) all the other lights are owned by either Waitrose or the Inkwell pub.

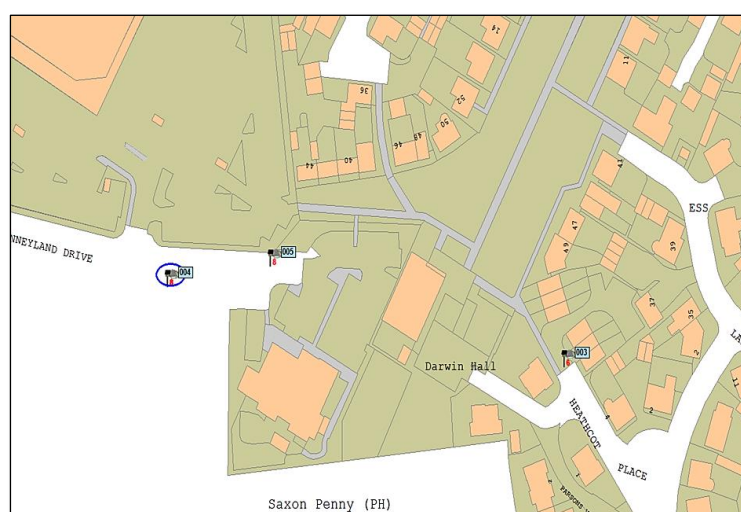


Figure 1

The nearest supply that could therefore be used would be from Unit 5 (as shown in Fig 2) which would mean excavating approximately 20m to 30m dependant on the best route available and the assumption that the owner of the land would grant permission. The landowner has been contacted for their informal view and a response is awaited.

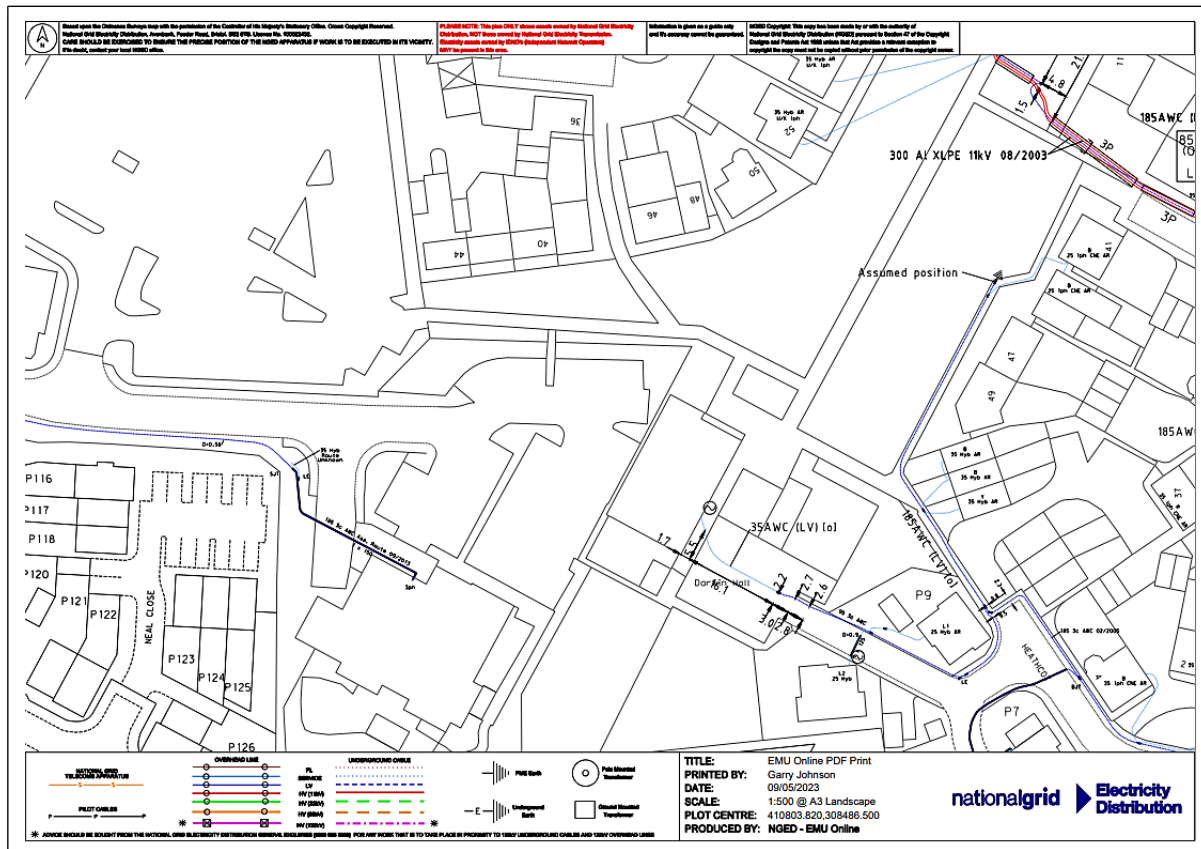


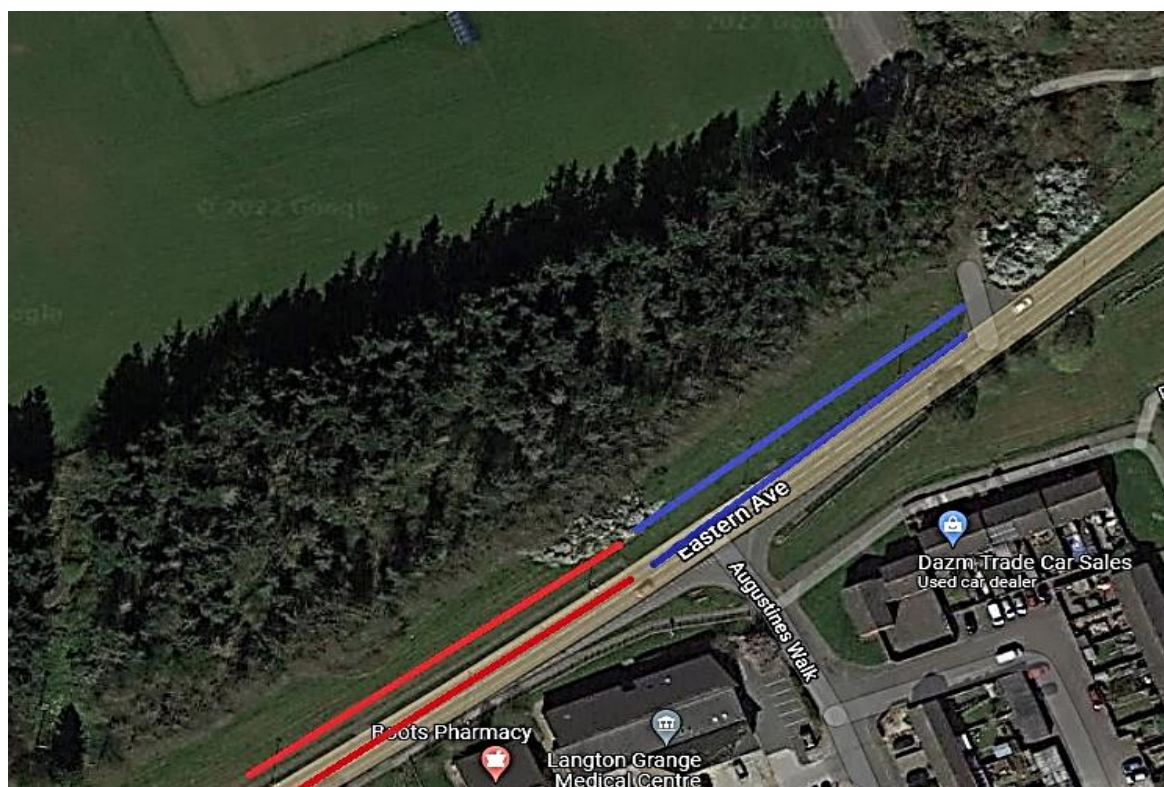
Figure 2

Initial estimates from Eon suggest that costs could be in the region of £5,274 to provide an additional 3 Columns. In addition, the ownership, ongoing maintenance and running costs would have to be taken into consideration if the project were to be progressed.

RECOMMENDED: The Committee to consider **whether or not** it wishes to make a recommendation to Council to allocate CIL funds for this project at this time, and the amount of any such contribution.

CIL REQUEST - PATHWAY – EASTERN AVENUE

At its meeting of 14 November 2022, members of the NPIWP considered a CIL allocation to extend the current City Council owned path along Eastern Avenue as indicated on the picture below. The red lines denote the current path and the blue lines the proposed extension; such an extension making access to the sports club easier from this direction. A quotation of **£8,400** was received to carry out this work.



Members were advised to seek confirmation from SCC as to any arrangements for a crossing to facilitate access to this extended path from the housing opposite before confirming any recommendation. Though fledgling plans for Eastern Avenue were being discussed at the time, there was no commitment to a pedestrian crossing.

At that time, the committee resolved that no allocation would be given. The relevant minute is reproduced below:

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.

Following further representations from the Chair of the Sports Club received in June 2023 and reproduced below, the Chair of the Grants Committee asked that this item be added to the agenda for further consideration.

As I have previously mentioned, Lichfield Sports Club have been booked by the Stan Bowley Cancer Trust for a charity fund raising music event on Saturday 29th July. Gates open at 1pm and attendees will be leaving the site at around 11pm. The expected attendance is around 2000 people, this is a family event and most people will attend on foot and leave on foot. Sales are currently at 500 attendees.

As you are aware there is no footpath from by the bus stop to the entrance of the club. I have raised this before but the NPIWP group deemed it was not as issue. The entrance to the car park at this time does not have a safe pedestrian entrance and as such the club is looking to fit pedestrian entrance some 3 meters from that main gate which will open onto the City Council land and the attendees will have to enter and leave through this exit. I ask that Nigel contact me to arrange the best method for this to be achieved. I have some ideas but with this being City council land my assumption is that the safety responsibility will lie with yourselves.

I am available to meet at the site and discuss solutions.

At the very least can you please schedule for the grass to be cut just prior to the event to give disabled and pushchair access a chance to get in and avoid avoid people having to walk on the road.

The lack of a pathway remains an issue all year. The club has just been awarded the Staffordshire SME Sports Hospitality Company of the year for 2023. There are a lot of people leaving the venue on foot. In the summer this is not an issue. In the winter and when it is wet then customers walk in the road. Once again I ask that this matter be taken back to the grants/NPIWP for reconsideration.

We also now have HAF schemes (holiday Activity food) for local free school dinner children in holidays where children attend activities in the school holidays. Not all arrive in a car.

I forward this for your information and consideration.

This new request is effectively two-fold, comprising the reconsideration of the CIL funding for the tarmac pathway and access/egress arrangements across LCC land via the proposed pedestrian entrance. Legal advice confirms that the Open Spaces Act grants access to the open space, and therefore no separate easement would be required.

Reconsideration of CIL funding for pathway extension

This request returns to the original matter discussed at the November 2022 meeting. The Town Clerk recently contacted County Cllr Janice Silvester-Hall regarding any updated County proposals for Eastern Avenue that could impact upon the proposed path, notably a pedestrian crossing as mentioned in the minutes when this proposal was previously discussed; an update may be available at the meeting. In addition to the annotated image on the first page of this report, a further photograph is provided overleaf to illustrate the current provision, with the existing pathway terminating as circled in red, and the proposal being to continue the path along Eastern Avenue towards the sports club entrance as circled in blue.



Access/Egress across LCC land

The proposal as shown in the photographs below is to clear an area of land to allow the public to use it as a pathway rather than walking in the road. It is relatively straightforward to clear the desired area and to maintain it in that condition via LCC's wider grounds maintenance agreement with LCC. The proposal also includes the installation of a gate adjacent to the existing fencing. Such provision would appear very beneficial to users of the facility, especially in terms of road safety, and of little inconvenience to the City Council.

The potential issue arises as and when the pathway becomes muddy or otherwise hazardous due to weather conditions and/or foot traffic volume, and more generally the appropriateness of such a provision for those in a wheelchair or with limited mobility.

If the committee is minded to support the extension of the pathway along Eastern Avenue through CIL then it would appear logical to seek advice from contractors as to the most appropriate solution for this area at the same time and address both issues at once.

If the committee is minded not to support the pathway extension, then it may wish to consider supporting appropriate provision in this area instead to ensure the council appropriately responds to the concerns raised.



RECOMMENDED: The Committee to consider **whether or not** it wishes to make a recommendation to Council to allocate CIL funds for either or both elements of this project at this time, and the amount of any such contribution.

Grants Advisory Committee: 13 July 2023 APPENDIX 6

COMMEMORATIVE PLAQUE – JOHN ROWLEY

On 6 June 2023, the Town Clerk received an email from Mr John Winterton, an extract of which is reproduced below:

I am writing to propose that Lichfield City Council fund and install a plaque commemorating the scientific instrument maker John Rowley (1670–1728).

Rowley is an important figure, whose work enjoyed an international reputation. He was the first person to make a mechanical model of the planets called an 'orrery' (named after his patron). To recognise his achievements, King George I made Rowley his 'Master of Mechanics'. In that role, Rowley became an accomplished hydraulic engineer; he also supplied equipment which was used in surveying Nova Scotia, and in standardising weights and measures.

Rowley was born and educated in Lichfield, and his connection with the city was celebrated in Johnson's Dictionary; today, however, he is almost unknown here. A plaque about him would greatly help to rectify this.

The best place for a plaque to Rowley would be on the exterior of Lichfield St Mary, the church where he was baptised; this is, moreover, a prominent and central location, where the plaque would be seen by many people.

A draft text for the plaque, using the format of the recently installed plaque to Francis Barber, is attached [opposite].

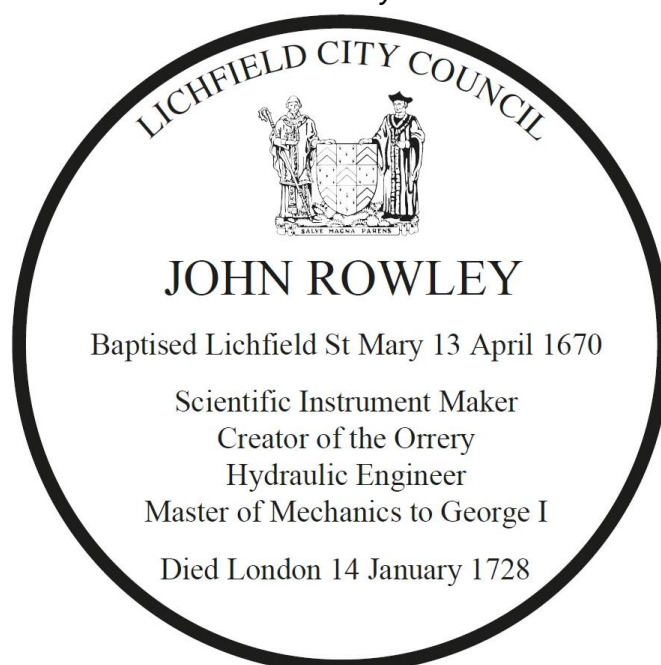
In view of these considerations, I should be most grateful if you could seek the City Council's agreement to this proposal.

As the request was to site the plaque at St Mary's, the Town Clerk approached The Hub for their views. At a Board meeting on 28 June the Board considered the proposal, and the Town Clerk received the decision via email from the Chairman of Trustees on 29 June:

The board met yesterday and considered the request of locating a plaque commemorating John Rowley on the western tower of St Mary's. We have a 32 year lease on the building rather than owning the freehold.

We looked at the significance of John Rowley in Lichfield as a direct involvement with St Mary's but the only link that we could find was his baptism in the building and that he spent most of his life in London.

We therefore decided that the link was too tenuous to agree to the plaque being affixed to St Mary's.



The decision was communicated to Mr Winterton, who responded shortly thereafter, an extract of his email response follows:

The Hub's response seems to combine two arguments: (i) John Rowley's only connection with St Mary's was being baptised there; (ii) Rowley spent most of his life in London. With regard to these points:

(i) St Mary's was the Rowley family's church for at least three generations: Rowley's father William was baptised there, as were John himself and his four siblings. John would have been a member of the congregation at St Mary's until (after attending Lichfield Grammar School) he went to serve an apprenticeship in London.

(ii) It is indeed the case that Rowley spent most of his life in London; that is, of course, also true of Johnson, and yet it does not prevent his being extensively (and rightly) commemorated here in Lichfield. The same could be said of many other historical figures, whose native towns and cities proudly celebrate their achievements, even if the latter occurred elsewhere.

I suggested St Mary's as the location for the plaque primarily because it has a proven connection with Rowley. If that option is rejected, then (unless the idea is to be abandoned) it will be necessary to explore other options. Two occur to me:

(a) Even if the plaque cannot actually be affixed to St Mary's, could it somehow be installed next to the church, perhaps on a separate post or column? In that event, the current wording could stand.

(b) The will of Rowley's father, made in 1673, refers to his owning two properties in the city: one on Stowe Street, and one called 'the signe of the Bull' on Bird Street; if its site could be determined, then (subject to permissions etc) that might be an alternative location for the plaque, though the wording of the latter would then need changing.

There may, of course, be other possibilities.

It is perhaps not for the City Council to appoint itself as arbiter on whether a plaque to Rowley should be sited at St Mary's, but options (a) and (b) above do lead to a broader question, namely whether the Council would wish to provide an agreement in principle to fund a plaque to Rowley if a suitable location can be found.

Potential costs are difficult to determine as permissions (Planning/Listed Building Consent etc) and installation costs could vary significantly based on the chosen site. The cost of the plaque itself is likely to be in the region of £250.

RECOMMENDED: The Committee to decide whether or not it wishes to give its 'in principle' support to the installation of a plaque to John Rowley and whether it wishes to recommend a CIL allocation for that purpose at this time.

Grants Advisory Committee: 13 July 2023: APPENDIX 7

ACTION	COMMENTS	TIMESCALE
City Centre Plaques	Members are asked to note the update at Agenda item 10	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.	Work will begin in July 2023
Signs in the City Centre indicating walking direction to named carparks.	District Council Officers confirm LCC will be consultees on proposals as they emerge	Further updates awaited from LDC
Stowe Pool Lighting	Members are asked to note the update at Agenda item 12	The new lamppost has been ordered with an estimated 6 – 8 week lead time.
City Council Bus Shelters/ Advertising	All the City Council Bus Shelters have now been refurbished.	The new advertising has now been installed in five of the City Councils 14 bus shelters.
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	LDC officers report that they are in discussions with the Friends of Lichfield Historic parks as to the content. The Johnson society have also agreed to fund a fourth board providing information about Johnsons Willow. Update requested 5.5 & 22.6

Updated 5.7.23