



# Lichfield City Council

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

9 September 2024

**To: Members of the Grants Advisory Committee**

Councillor C Ball (Chair) and Cllrs H Ashton, D Baker, J Blackman, J Christie, K Farrelly, A Hughes, J Marshall and R Yardley.

Dear Councillor

**Grants Advisory Committee**

You are invited to attend a meeting of the **Grants Advisory Committee to be held via 'Zoom' at 6.00pm on Monday 16 September 2024** at which the following business will be transacted.

A link enabling members to join the meeting will be circulated separately. Any Councillor unable to attend should forward their apologies to the Town Clerk.

Members of the public can request the link to observe the meeting by contacting the Town Clerk ([tony.briggs@lichfield.gov.uk](mailto:tony.briggs@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 8 July 2024 (**attached**) and to consider any matters arising from those Minutes. [*Minutes adopted by Council on 24 July 2024.*]

**4. GENERAL REVENUE GRANTS - 2024/25 BALANCES/SUMMER ACTIVITIES UPDATE**

The table overleaf reflects the current position of the council's revenue grant reserve/allocations. This includes:

- allocations of £31,363 as recommended by this committee in March 2024
- Lichfield Bower prizes - £225.00 (see minutes of this Committee 8 April 2024)
- standard 'churchyard' payments - £7,140
- £120 awarded to the Soroptimists for Clock Tower lighting
- £500 awarded to Churches Together
- £5,000 allocated for summer activities

Of the summer activities fund, £4,248 of the £5,000 allocated has been committed, the remainder has now been returned to the grant fund:

Lichfield Community Sports Club CIC	2000
Curborough Community Centre	500
Liberty Jamboree	1748
<b>TOTAL</b>	<b>£4,248</b>

**Revenue Grant Reserve/Allocations:**

Budget Allocation	Amount (24/25)	Allocated (24/25)	Balance Available
Earmarked Reserve	£8,789	£4,456	£4,333
General Grants 2024/25	£32,000	£32,000	0
Churchyards	£7,140	£7,140	0
<b>Total</b>	<b>£47,929</b>	<b>£43,596</b>	<b>£4,333</b>

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

**5. GENERAL REVENUE GRANT – REQUEST FROM CHRIST CHURCH PCC**

In June 1988, the City Council resolved to allocate grants for the upkeep of churchyards at Christ Church, St Chad's and St Michael's. This agreement was borne from detailed discussion regarding an alternative to a proposed scheme of improvement at St Chad's and the subsequent transfer of that land to LCC as a 'closed' churchyard – which would preclude any future burials.

At the time the alternative of an annual grant payment was seen as a way of guaranteeing value for money for all parties, the continued upkeep of Churchyards in the City and the flexibility to allow further burials. To ensure the grant was equitable, a grant on the same basis was made to the churchyards at St Michael's and Christ Church. A copy of the original 1988 report and accompanying notes is available on request to the Town Clerk.

The Town Clerk has received a request for an increase in the grant sum from Christ Church PCC, who highlight the increased costs of maintenance. For the year ending December 2023, the total costs for maintenance ad provided by Christ Church PCC are as follows:

Contractor (mowing/tidying of churchyard)	- £2,100
Mower petrol/repairs	- £127
Tree Work/other upkeep	- £743
Bin Hire	- £437
<b>TOTAL</b>	<b>£3,407</b>

The minutes from the council meeting of 6 June 1988 include provision for the amount awarded to increase by inflation each year, but this has not been done since 2015. The award is currently £2,380, but when adjusted for inflation based on the 2015 sum, the award for 24/25 should be £3,406 based on January 2024 RPI.

The Committee is asked to consider an increase in the grant awarded for 2025/26 and future years. The Town Clerk recommends that:

1. consideration be given to reinstating the inflationary increase based on the 2015 award (where inflation was included based on RPI) using a calculation based on the forthcoming January 2025 RPI figure. This would be in line with the terms of the original resolution.
2. As with the original resolution, in order to make the grant equitable, a similar increase be applied to the grant given to the remaining churchyards.
3. The Committee to recommend that, for 2026/27 and beyond, CPI rather than RPI is used to determine the annual inflationary increase.

*The estimated additional cost across the three churchyards based on January 2024 data totals £3,076.*

***The Direction of the Committee is sought.***

#### **6. GENERAL REVENUE GRANT REQUEST – LATE NIGHT LISTENERS (£300)**

To consider a grant request from Late Night Listeners in the sum of £300.00 to purchase public liability insurance. This is to support their volunteers offering assistance to those in need in the inner part of the City late at night (currently operating two Saturdays per month).

The full grant application is provided to members as **ENCLOSURE 1** and has been previously circulated by email for informal consideration on 15 August 2024.

***RECOMMENDATION: The Committee to consider whether it wishes a grant to be awarded to Late Night Listeners for the purposes stated in the application, and the amount of any such grant. The Committee to make a corresponding recommendation to Council.***

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#### **7. CIL - MONIES RECEIVED, COMMITTED AND FORECAST**

To consider the Town Clerk's report at **APPENDIX 1** (attached). As is required by the relevant legislation, CIL is recorded separately to general revenue grants. The current CIL balance available for new allocations is **£38,088**.

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

#### **8. CIL REQUEST – LIBERTY JAMBOREE (£16,351.80 + LDC CONTRIBUTION)**

A CIL request in the sum of £32,351.80 was received from representatives of Liberty Jamboree in July 2024 and circulated to members for informal comment. The application can be found at **ENCLOSURE 2**.

The general view of members was that the bid would be supported, but that only part funding would be given.

The Town Clerk approached the Chief Executive of LDC in regard to the possibility of a contribution from District Council funds, and received confirmation on 29 August that LDC would indeed contribute £16,000 on a match funding basis in order to see the project completed. The Committee is therefore asked to consider a CIL allocation of £16,351.80 to both activate the £16,000 contribution from LDC and make up the remaining shortfall in project funds.

***RECOMMENDED: The Committee to consider a CIL allocation of £16,351.80 to both activate the £16,000 contribution from LDC and to provide the remaining sum required for the installation of the lift at the new Liberty Jamboree premises. The Committee to make a corresponding recommendation to council.***

## 9. **CIL REQUEST – JL PETIT PLAQUE (£750 - £2,250)**

On 29 July, the PA to the Bishop of Lichfield contacted the City Council requesting information on how to progress a blue plaque to the artist JL Petit. The Petit Society exists to recover the reputation of and preserve the work of this landscape artist, (1801-68), whose work was lost until the 1980s and 1990s and then widely dispersed. There is now a permanent exhibition of Petit's work featuring the Cathedral in the Old Stables, Cathedral Close.

One of the last events of this year's Lichfield Festival was a lecture by the Curator of The Petit Society, and this was followed by a reception, hosted by the Bishop, during which the idea was mooted about a blue plaque to be fixed to a building in Tamworth Street nearest to where Petit lived. It is understood that the actual building has been demolished.

There is of course some work to be done on any such proposal – the identification of the most appropriate building, permission from owners, Listed Building Consent (if applicable), etc. Though this work could be done and a CIL contribution then requested, it would perhaps be more appropriate to consider the principle of any such contribution first; if funding is confirmed it allows officers and the Cathedral to proceed with surety when discussing matters in more detail with stakeholders.

### **Funding**

This is the first request for LCC to fund a plaque that has come wholly from an external source; the Town Clerk and Museums and Heritage Officer (MHO) have agreed that some form of policy document is needed if such external requests for plaques are to be received. The MHO is currently researching this, and a draft will be made available in due course.

The MHO is happy to work with stakeholders to progress the necessary discussions/permissions, though there may be some unknown costs. If, for example, the MHO is unable to progress a Listed Building Application due to complexities of/unfamiliarity with the host building, such an application would need to be progressed by others (LCC's architects would charge around £1,500 for this service). It is suggested that, should this be necessary, the cost be met by others.

Previous plaque projects have received a CIL allocation of approximately £750 for the plaque itself plus installation, and this would seem to be a reasonable sum in this case.

More information on Petit can be found on the [Petit Society website](#).

***RECOMMENDED: The Committee to consider whether or not a CIL allocation should be made to this project and the amount of any such allocation. The Committee to then make a corresponding recommendation to council.***

## 10. CIL REQUEST – LICHFIELD COMMUNITY SPEEDWATCH (£1,500)

Following representations made to Dave Robertson MP, the Chair of this Committee asked the Town Clerk to investigate costs associated with supporting the Lichfield Community Speed Watch (CSW) programme through the provision of CIL funded signage. The Town Clerk was provided with a proposal for the location of signage from CSW's Community Engagement Co-ordinator; this is provided at **ENCLOSURE 3** with *one amendment to be considered* as detailed below.

The location of sign number 2 as proposed in the Enclosure is outside the parish boundary; further discussion with CSW representatives has resulted in the revised suggestion that this sign instead be placed on the cycle sign adjacent to the roundabout as shown below:



Discussions with SCC have revealed no objections to the proposed locations, and CSW have separately confirmed SCC have approved them.

The CSW team has the option of instructing Amey to install the signs via SCC (cost approx. £100 - £200 per sign), or instructing their own suitably qualified contractor, often at much lower cost; a recent example provided by CSW representatives indicates a possible installation cost of approximately £75 per sign, though it is far from certain that this price could be duplicated due to varying installation requirements/distance between signs/contractor VAT status etc. The signs themselves cost approximately £20 each to purchase.

For budget purposes it is recommended that a total acquisition and installation cost of £125 per sign is used. This allows for purchase of the signs (£20) and installation costs of £105; slightly higher than those reported by CSW, but on the low side of Amey charges.

The proposal is for 12 signs, some of which are proposed to be located on the 'entrance to the city' signs that are owned by LCC. The CIL request is therefore  $12 \times 125 = \text{£1,500}$ .

Members are reminded that any CIL underspend is returned to the CIL balance for reallocation. The CSW Co-ordinator has confirmed that she will liaise with the CSW team regarding contractors if funding for this project is made available.

***RECOMMENDED: The Committee to consider whether or not a CIL allocation should be made to this project and the amount of any such allocation. The Committee to then make a corresponding recommendation to council.***

## 11. CIL UPDATE

Updates on matters where a CIL allocation *has not yet been agreed* due to the need for further information:

### **ADDITIONAL 20MPH REPEATER SIGNS**

A further update from SCC was received on 3 September:

*We met with Cllr Silvester-Hall towards the end of August and discussed all the requests on their Divisional Highway Programme (DHP), including the request for additional 20mph signage on Gaia Lane, Beecroft Avenue, Curborough Road, Western Road, Purcell Avenue, Meadowbrook Road and Harwood Road. As we've discussed previously, our projects team have advised that they do not recommend installing any further 20mph repeater signage until further investigation has taken place to see if any traffic speed and volume and/or accident data justifies the need for this. On this occasion, further investigation into traffic speed and volume on these roads was not prioritised for DHP funding, however Cllr Silvester-Hall would be supportive if Lichfield City Council wished to fund further investigation through CIL funds.*

*To try and provide a ballpark figure for potential costs, a speed and volume count costs approximately £300, so **for seven sites this would be in the region of £2,100.***

*Once we receive the results we could then review these to see if 85<sup>th</sup> percentile speeds (the speed that 85% of the vehicles measured travelled at or slower, which is a recognised measure used by the Police when considering enforcement and local highway authorities for some aspects of highway design) are compliant with the existing 20mph speed limit, or if further traffic calming measures (i.e. repeaters) would be beneficial.*

***RECOMMENDED: The Committee to consider whether it would wish to fund the proposals as set out above (approx. £2,100), being mindful that such funding would not necessarily guarantee the eventual provision of repeater signage, and that the decision would remain with SCC.***

### **ADDITIONAL LIGHTING – FESTIVAL GARDENS**

At the last meeting, Councillor J Marshall referred to representations he had received from constituents regarding areas of Festival Gardens adjacent to the underpass that are poorly lit, enquiring as to whether additional lighting could be installed.

LDC's Conservation Officer has confirmed no objections in principle to the proposal, subject to seeing the specific plans/design etc.

Approximate quotations were received from E-on on 6 September as detailed below:

1X mini feeder pillar  
4X 5m mid-hinged columns  
4X lanterns  
3X bollards  
Cabling and ducting

**£13,032.74**

- The cost of the *bollards* is an estimate due to E-on awaiting a final quotation.
- The location may only require 2 bollards, photometric calculations awaited.
- The final figure will therefore be either similar to the estimate, or a reduction.

A final design specification showing the proposed locations and items as detailed above is awaited from E-on and will be forwarded to members on receipt if received prior to the meeting. E-on are also pursuing options for improving the lighting in the underpass, which is owned by SCC.

***RECOMMENDED: The Committee to consider whether or not it wishes to pursue this matter through CIL funding, agree on the amount of any recommended allocation, and make a corresponding recommendation to Council.***

**12. CIL - ALLOCATION UPDATES**

A brief update on each ongoing/recently completed project where CIL *has been* allocated is provided at **APPENDIX 2** (attached).

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

**13. 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 3**.

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

To be decided by the Committee.

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

## Lichfield City Council

### Minutes of the Meeting of the Grants Advisory Committee Held via 'zoom' at 7.30pm on 8 July 2024

**PRESENT:** Councillors C Ball (Chair), and Cllrs H Ashton, J Blackman, J Christie, A Hughes, J Marshall and R Yardley.

**APOLOGIES:** Councillor D Baker.

Copies of applications for any general revenue grant/CIL funding as detailed in these minutes are available to all members on request to the Town Clerk.

The Chair began the meeting by welcoming new Committee members for 2024/25, Councillors Hughes, Blackman and Marshall, and thanking retiring members of the Committee (Councillors Field, Strain and Schafer) for their work on the committee during 2023/24.

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

Cllr J Christie declared an interest in agenda item 10 (Minute 6) as his spouse is an allotment plot holder, and in the 'Churches Together' grant application (considered under AOB at minute 12) due to his involvement with the Group.

Cllr H Ashton declared an interest in the grant application from 'Churches Together' (considered under AOB at minute 12) as a member of the enabling group, and the person who recommended that the grant be applied for.

#### 2. MINUTES AND MATTERS ARISING

**RESOLVED:** *That the minutes of the Grants Committee meeting held on 8 April 2024 be confirmed as a correct record [Minutes adopted by council on 15 April 2024]*

#### 3. GENERAL REVENUE GRANTS – 2024/25 BALANCES

Members considered the current position of the council's revenue grant reserve/allocations, noting that £4,306 remains, and the 'Summer Grants' provision with £752 remaining. The Chair referred to the excellent feedback received from Lichfield Community Sports Club which had been circulated to committee members recently.

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

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

Members considered the agenda report which provided detail of completed and ongoing CIL funded projects. The current amount of CIL available for allocation being £51,939. Cllr J Marshall queried the forecasts at agenda appendix 1 tables 3 and 4, as they show the same detail. The Town Clerk confirmed that LDC, as the charging authority, can vary the way in which CIL is charged, often splitting the amount payable into two or three separate payments over the course of 12 or 18 months. In this case, both the developments listed in tables 3 and 4 had been split in this manner, hence the duplication.

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



**5. CIL REQUEST – DEFIBRILATORS SITED IN REDUNDANT TELEPHONE BOXES**

Members considered the Town Clerk's agenda report which followed consideration of this matter at the previous meeting (see minute 58). Cllr A Hughes asked whether there was any evidence of the regularity of use of defibrillators and their effectiveness. Councillor J Christie referred to previous discussions at the Committee [which took place before Cllr Hughes was a committee member], where Cllr Schafer had provided considerable background information on this point that had satisfied the committee and also informed the location choices that had been made.

***RECOMMENDATION TO COUNCIL:***

***1. That up to £5,945 of CIL be allocated to fund the provision and installation of defibrillators plus the associated remedial work to the host phone kiosks at:***

- ***Windmill Lane WS13 7HU – 01543 262138***
- ***St John St, near crucifix conduit fountain – 01543 262169***

***2. That delegated authority be given to the Town Clerk to progress the adoption of the chosen phone boxes with BT and other stakeholders as needed.***

**6. CIL REQUEST – LICHFIELD AND DISTRICT ALLOTMENTS SOCIETY (LDAS)**

Following previous discussion by the Committee and request for information (see minute 61), Members considered the updated request and additional information from LDAS to fund a project to provide additional water troughs at allotment sites. The revised CIL sum requested being £7,584 (previously £10,224). Members commended LDAS for their resubmission, noting they had accepted the points raised by the Committee and had clearly considered the proposals and questions arising carefully.

***RECOMMENDATION TO COUNCIL: That a CIL award of £7,584 be given to facilitate the provision of additional water troughs at allotment sites as set out in the LDAS bid.***

**7. CIL REQUEST – DAISY SHAW PLAQUE**

During her Mayoral year, Councillor Ann Hughes suggested that consideration be given to a plaque to commemorate Daisy Stewart Shaw, the first woman Councillor in the city and first woman Mayor (1919 and 1927 respectively). Discussions confirmed that Daisy Shaw lived at no.8 Bore St, and the Museums and Heritage Officer is in contact with the owners of the building. The owners are receptive to a plaque being placed there, and early discussions have taken place in regard to content and installation. The proposal was supported by the Committee.

***RECOMMENDATION TO COUNCIL: That a CIL award of up to £750 be given to facilitate a plaque to Daisy Shaw.***

**8. CIL REQUEST – OUTDOOR CLASSROOM, FIVE SPIRES ACADEMY**

Members considered the resubmitted CIL bid from Five Spires Academy that followed previous discussion of this matter by the Committee in November 2023 (minute 29). Additional information had been provided and circulated to members, with questions arising and answers thereto being included in the agenda report.

Due to the amount requested, and the LCC CIL reserves remaining, Cllr H Ashton suggested a CIL allocation be made to support the project in part, covering the costs as stated in the application documents for the Planning fee, Building Regulations, Groundworks and 30% of the installation costs (total £6,367). Cllr A Hughes stated this

was clearly a worthwhile project but felt it was expensive and sought further clarity on whether the provision would be accessible to the wider community.

Councillor J Christie suggested that the release of any CIL funding should be contingent upon the committee being satisfied that the remainder of the funding for the project was available/in place. This was agreed as being a reasonable precaution.

**RECOMMENDATION TO COUNCIL:** *That a CIL award of up to £6,367 be provided to facilitate the construction of the proposed outdoor classroom at Five Spires Academy. CIL monies not to be released until such time as the Committee is satisfied that the remainder of the funding needed to complete the project is available/in place.*

**9. CIL REQUEST UPDATE – ADDITIONAL 20MPH REPEATER SIGNS**

Members noted the update, advising that quotations and further updates from SCC were awaited.

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

**10. CIL ALLOCATION UPDATES**

Members considered the agenda report detailing progress with several CIL allocations including the city centre plaques project, Michael Johnson's workroom at the Birthplace Museum, signage at the St Chad's cycle track and the defibrillator at Sandfields Pumping Station.

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

**11. ACTION PLAN UPDATES**

Members considered the action plan; the updated document is included as **APPENDIX A** to these minutes.

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

**12. ANY OTHER BUSINESS**

1. Members considers a general revenue grant request in the sum of £500 from 'Churches Together' to support their Christmas Day Together for lonely and disabled residents of Lichfield to be held at Wade Street Church. Cllr R Yardley stated this was an excellent use of grant funds, a view echoed by several other committee members.

**RECOMMENDATION TO COUNCIL:** *That a grant in the sum of £500 be paid to 'Churches Together' to support 'Christmas Day Together' event.*

2. Councillor J Marshall referred to representations he had received from constituents regarding areas of Festival Gardens adjacent to the underpass that are very poorly lit, enquiring as to whether additional lighting could be installed. The Town Clerk stated that he would contact E-on to discuss the possibilities and costs, as well as the Conservation Officer, and provide a report to a future meeting of the Committee.

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

Monday 16 September 2024 at 6.00pm. The Committee confirmed its preference for the meetings to be held via 'Zoom'.

**THERE BEING NO FURTHER BUSINESS**

**THE CHAIR DECLARED THE MEETING CLOSED AT 8.10PM**

## Grants Advisory Committee Minutes: 8 July 2024 APPENDIX A

### ACTION PLAN

Action	Comments	Timescale
City Centre Plaques	Members noted the updated report at <b>Appendix 3</b>	Members noted that this is an ongoing project which is being progressed in phases.
Samuel Johnson Birthplace Redevelopment	Members noted the updated report at <b>Appendix 3</b>	September 2024
Signs in the City Centre indicating walking direction to named carparks	The City Council is a consultee on LDC's wider aims for signage around the City.	Work is ongoing – led by LDC
Stowe Pool Lighting	Members noted the updated report at <b>Appendix 3</b>	September 2024
Information Boards – Stowe Pool	Members noted the updated report at <b>Appendix 3</b>	Further updates awaited from LDC
20mph Repeater Signs	Members noted the update at agenda item 13	Further detail and quotation awaited from SCC

Updated 8 July 2024

## Grants Advisory Committee: 16 September 2024 APPENDIX 1

**Table 1: COMBINED CIL Balance to September 2024**

Period	CIL Received £	CIL Allocations Minus any Underspend £	CIL Balance £
Balance at July 2024	352,525	213,331	139,194
Received/Processed to Sept 2024		5,876	-5,876
Awaiting Invoice at Sept 2024		95,230	-95,230
<b>Balance as at Sept 2024</b>	<b>£352,525</b>	<b>£314,437</b>	<b>£38,088</b>

**Table 2: Ongoing CIL Projects**

Project	Amount Allocated £	Actual Invoiced £	Awaiting Invoice £
Refurbishment/replacement of City Centre plaques	3,520	3,787	1,033
Francis Barber/Anna Seward plaques (complete)	1,300		
Michael Johnson's Workroom (SJBW)	14,625	9,812	4,813
Restoration of Lock 23 (LHCRT)	54,000	0	54,000
Information Boards Stowe Pool (LDC)	9,555	0	9,555
Pathway Lighting – Cross Keys to Stowe Pool (LDC)	4,155	0	4,155
Hub at St Mary's – Bell Restoration	6,973	0	6,973
Daisy Shaw Plaque	750	0	750
Outdoor Classroom, Five Spires Academy (contribution)	6,367	0	6,367
Allotment Sites – Water Troughs/Associated Pipework	7,584	0	7,584
<b>TOTAL</b>	<b>£108,829</b>	<b>£13,599</b>	<b>£95,230</b>

### CIL Forecast

**Table 3: CIL Forecast – October 2024**

Reference	Site address	Parish %	Parish Allocation (£)
21/01956/OUTFLM	Land South of Shortbutts Lane	25	17,755.68
20/01374/FULM	Land/Buildings - Angel Croft	25	5,330.69
20/00385/FUL	Land at 25 Burton Road	25	-3,631.31
<b>TOTAL</b>			<b>£19,455.06</b>

<sup>1</sup>notification from LDC 29 August 2024; CIL paid in error to LCC in 2022, land is in Streethay Parish. Amount to be reclaimed by LDC from October CIL payment.

**Table 4: CIL Forecast – April 2025**

Reference	Site address	Parish %	Parish Allocation (£)
21/01956/OUTFLM	Land South of Shortbutts Lane	25	17,755.68
20/01374/FULM	Land/Buildings - Angel Croft	25	5,330.69
<b>TOTAL</b>			<b>£23,086.37</b>

**Table 5: 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 – front and rear doors/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 (1 <sup>st</sup> phase)	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
Lichfield Hockey Club - clubhouse to pitch pathway	12,200	12,200	0
Extended footpath to Sports Club, Eastern Avenue	12,000	12,000	0
Boley Park Pre-School – improved play area (contribution)	11,200	11,200	0
Replacement of birds mouth fencing – Curborough CC	9,500	9,500	0
Sound infrastructure improvements, Hub at St Mary's	21,465	21,465	0
Cycle track Improvements – Adjacent Stowe Pool	2,000	1,421	579
Allotment sites - access improvements	27,500	27,300	200
Allotment sites - replacement gates	2,800	2,410	390
Defibrillator at Sandfields Pumping Station	2,693	2,463	230
Provision of Cycle Repair Station – City Centre	3,000	2,150	850
<b>TOTAL</b>	<b>£213,126</b>	<b>£205,608</b>	<b>£7,518</b>

**\*underspends are returned to the CIL balance**

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

## Grants Advisory Committee: 16 September 2024 APPENDIX 2

### CIL ALLOCATION UPDATES

Several CIL projects have either been recently completed or are ongoing. A brief update on each is provided below. The full list of *completed* CIL projects can be found at Appendix 1 (Table 5).

#### 1. City Centre Plaques/Daisy Shaw Plaque – Kimberley Biddle (MHO)

**Old Schoolmaster’s House plaque** – the plaque had a new backboard fitted, and was cleaned, waxed, and refixed by Sign Technology. Historic Metalwork Conservation Company have been commissioned to replace three missing decorative screw covers using a cast of the remaining cover.

**Bishop Langton’s Bridge plaque** – the plaque was cleaned, waxed, and corner pieces replaced by Sign Technology in 2021. However, the bronze infill corner pieces were not an appropriate match. Historic Metalwork Conservation Company have been commissioned to cast new corner pieces.

**Richard Greene plaque** - located on Market Street – the plaque has been restored by Jones Carving and it is currently located in his workshop. The plaque will be re-fixed in its original location on 34-36 Market Street once exterior work to the building has been completed in October 2024.

**Beacon Street Tollgate plaque** - located on the Family Dental Centre on Beacon Street - The Museums and Heritage Officer (MHO) has sent three letters to the building’s owners requesting permission to access the plaque for restoration, she has received no response.

**DAISY SHAW PLAQUE** - The MHO obtained permission from the owners of number 8 Bore Street to install a plaque to commemorate Daisy Shaw. A Listed Building Consent application was submitted on 29 July 2024, we are awaiting a decision.

#### 2. Michael Johnson’s Workroom, SJBM – Kimberley Biddle (MHO)

The installation of a touch screen is the last outstanding item to complete the Workroom project. Museum designers, Vertigo, have experienced delays from the contractor who is providing the content for the screen. The Birthplace has received assurances that it will be completed and installed by the end of September 2024.

#### 3. LHCRT, Restoration of Lock 23

A further update has been received from Derek Lord, LHCRT’s Planning and Technical Trustee:

*As you will be aware we will be installing a lift bridge to link the public footpath on each side of the canal channel. We are required to maintain public access on this public footpath at all times. We have to remove a section of the footpath in order to construct the bridge and the future footpath will be on a slightly different alignment once the lift bridge is open.*

*Our proposed public footpath modification and lift bridge have been discussed and agreed in principle with SCC as highway authority. SCC issued a plan and legal notice of intent for the temporary diversion of the footpath, active from 21 July.*

*Please note that the footpath has not been diverted immediately as we need to discharge planning conditions before commencing on works between London Road and Cricket Lane. Under the conditions we are allowed to continue restoration to the east of Cricket Lane and you will be aware that this is progressing.*

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

An update from E-on on 20 June stated that the lantern has an expected delivery date of August 16th, with the works likely to be completed by the end of September. A request for confirmation of those timescales was made by the Town Clerk in late August, with such confirmation awaited at the time of preparing this report.

#### **5. Information Boards – Stowe Pool**

LDC previously advised that the text and suggested images for the interpretation boards had been forwarded to LDC Communications Team for editing and formatting before sending to the signwriters. The Town Clerk has been advised that drafts will be passed to LCC once completed.

#### **6. Bell Restoration – Hub at St Mary's**

Representatives of St Mary's advise they have secured the rest of the funding for the bells project so will be instructing the bell repairers to set a date. Further updates will follow in due course.

#### **7. Provision of Cycle Repair Station – Lichfield City Centre**

The location – adjacent to Speakers Corner – was agreed by the Climate Change and Biodiversity Committee at its meeting of 26 June. The station was delivered in late July and installed on 2 August.



## **8. Defibrillators Located in Redundant Phone Boxes**

The Town Clerk contacted BT to confirm the phone boxes that were likely to be put forward for adoption. On chasing progress on 16 July, the Town Clerk was advised by BT that they would be unable to proceed with the adoption process due to changes in the way the mobile signal in the area is assessed:

*At the time of your enquiry our BT records indicated that there was sufficient mobile coverage in both areas of the below kiosks.*

*However, we have since been instructed that we must use the Ofcom Mobile checker, upon further inspection this has indicated there is limited availability for the 4 main mobile providers and therefore we are not permitted to allow adoption of these kiosks until such time there is full mobile coverage in the area*

*I do apologise that our records are incorrect and for any disappointment this may cause but I am unable at present to proceed with your application.*

The Committee was advised on 16 July.

## **9. Outdoor Classroom, Five Spires Academy (Contribution)**

The allocation of £6,367 was confirmed by email on 9 July 2024. On receipt, a representative from Five Spires Academy advised that whilst the offer of 30% of funding is appreciated, they do not currently have the remaining funds to cover the rest of the project costs.

The Town Clerk was advised that they will try to raise the additional amount needed as soon as possible. The Town Clerk confirmed that the Committee would likely wish to review the position, suggesting approximately 12 months from the date of the CIL award (July 2025) may be appropriate, and that the Committee *may* consider withdrawing the allocation at that time if there was little evidence of the funding target being within reach.

## **10. Allotment Sites – Water Troughs/Associated Pipework**

Representatives of the Allotment Society have received confirmation of funding and have asked that their thanks be passed to the Committee. The Town Clerk remains in regular contact with LDAS representatives.

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



## Grants Advisory Committee: 16 September 2024 APPENDIX 3

### ACTION PLAN

Action	Comments	Timescale
City Centre Plaques	Members noted the updated report at <b>Appendix 2</b>	Members noted that this is an ongoing project which is being progressed in phases.
Samuel Johnson Birthplace Redevelopment	Members noted the updated report at <b>Appendix 2</b>	Imminent
Signs in the City Centre indicating walking direction to named carparks	The City Council is a consultee on LDC's wider aims for signage around the City.	Work is ongoing – led by LDC
Stowe Pool Lighting	Members noted the updated report at <b>Appendix 2</b>	September 2024
Information Boards – Stowe Pool	Members noted the updated report at <b>Appendix 2</b>	Further updates awaited from LDC
20mph Repeater Signs	Members to discuss the update at agenda item 11	TBC

Updated 5 September 2024