



Lichfield City Council

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

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

6 May 2026

To: Members of Lichfield City Council

Dear Councillor

You are hereby summoned to attend the Annual Meeting of **Lichfield City Council** to be held in the Guildhall, Lichfield, on **WEDNESDAY, 13 May 2026 at 6.30 pm**, at which the following business will be transacted. Any member unable to attend should forward their apologies to the Town Clerk.

Yours sincerely

Tony Briggs
Town Clerk

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

AGENDA

1 ELECTION OF MAYOR FOR THE ENSUING YEAR

2 APOLOGIES FOR ABSENCE

3 COUNCIL MINUTES

To confirm as a correct record the Minutes of the City Council Meeting held on 20 April 2026 (copy attached). *[NB: This item is for the accuracy of the Minutes only; any 'Matters Arising' on the Minutes will be taken at the Council Meeting on 8 June 2026]*

4 APPOINTMENT OF DEPUTY MAYOR

5 ELECTION OF SHERIFF

6 MAYOR TO RETURN THANKS FOR ELECTION

7 DEPUTY MAYOR TO RETURN THANKS FOR APPOINTMENT

8 SHERIFF TO RETURN THANKS FOR ELECTION

- 9 **MAYOR TO ANNOUNCE THE APPOINTMENT OF CHAPLAIN**
- 10 **MAYOR TO ANNOUNCE THE APPOINTMENT OF THE MAYOR'S CADET**
- 11 **VOTE OF THANKS TO RETIRING MAYOR**
- 12 **RESPONSE FROM THE RETIRING MAYOR**
- 13 **VOTE OF THANKS TO RETIRING SHERIFF**
- 14 **RESPONSE FROM THE RETIRING SHERIFF**
- 15 **THE MAYOR TO PRESENT CHAINS OF OFFICE TO THE MAYOR'S CONSORT AND
DEPUTY MAYOR'S CONSORT**
- 16 **THE MAYOR TO PRESENT REPLICA BADGE OF OFFICE TO THE RETIRING
MAYOR**
- 17 **THE MAYOR TO PRESENT REPLICA BADGE OF OFFICE TO THE RETIRING
SHERIFF**
- 18 **APPOINTMENT OF LEADER**
- 19 **APPOINTMENT OF DEPUTY LEADER**
- 20 **APPOINTMENT OF COMMITTEES**
To confirm the membership of Committees for 2026/2027 including the respective Chair
and Vice Chair (**APPENDIX 1, attached**).
- 21 **MAYOR TO CLOSE THE MEETING**

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*At the end of the meeting, all guests are requested to remain in the Guildhall
until the Mace-Bearer announces that the Mayor is ready to receive her guests
in the Guildroom (ground floor)*

Lichfield City Council

Minutes of the Meeting of Lichfield City Council held in Guildhall, Lichfield on Monday 20 April 2026 at 6.30pm

PRESENT: Councillors C Pinder-Smith (Mayor), J Anketell, H Ashton, D Baker, J Blackman, R Bragger, J Christie, M Field, A Fox, C Greatorex, R Harvey-Coggins, A Hughes, A Lax, J Madden, J Marshall, P McDermott, P Ray, D Robertson, A Rushton, S Schafer, J Smith, E Strain, M Warfield, B Watkins, and R Yardley.

APOLOGIES: Councillors C Ball, J Eagland and K Farrelly.

101. MAYOR'S ANNOUNCEMENTS

The Mayor detailed some of the events and functions she had attended since the last meeting of the Council which included the Easter Sunday service at the Cathedral and the Probus lunch which raised £500 for the Mayor and Sheriff's charities. The Mayor also commented how much she enjoyed attending the over 70's Entertainment and Tea and meeting German visitors from Lichfield's twin town at the recent Twinning Association event.

102. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION

Councillor E Strain declared an interest under Appendix B of the City Council's Code of Conduct in relation to Agenda item 8 (minute 106) as he is the acting Chair of Curborough Community Association.

103. COUNCIL MINUTES

The Town Clerk stated that Councillor P McDermott had made him aware of typographical errors relating to dates at minute 95 (2026/26 instead of 2026/27).

RESOLVED: *That, subject to correction of the typographical errors above, the Minutes of the Council Meeting held on 9 March 2026 (No's 88-100) be confirmed and signed as a correct record.*

104. MATTERS ARISING

105. PLANNING COMMITTEE

RESOLVED: *That comments submitted to Lichfield District Council for the period 18 February 2026 to 18 March 2026 and made in the name of LCC via delegated authority, be received.*

106. CURBOROUGH COMMUNITY CENTRE AND CRUCK HOUSE – RENEWAL OF LEASE

Councillors C Greatorex and J Marshall commended committee members of Curborough Community centre for their successful management, noting the valuable resources and activities it provided for local residents.

RESOLVED: *That delegated authority be granted to the Town Clerk to progress renewal of leases to Curborough (Lichfield) Community Association in relation to Curborough Community Centre and Cruck House for a further period of seven years, based on the terms of the existing leases. Further delegated authority be given to the Town Clerk to enter into such leases on behalf of LCC when the drafts are considered appropriate by LCC's legal advisors.*

107. TRANSFER OF LAND - HIGHWAY MAINTAINABLE AT PUBLIC EXPENSE (HMPE)

Members considered the Town Clerk's report at **AGENDA APPENDIX 1** and were largely in support of the transfer. Councillor A Fox requested that an overage clause be included in the agreement. The Town Clerk confirmed that this could be included in readiness for the next Council meeting after the advertisement period.

Councillor S Schaffer questioned the need for the transfer and subsequently voted against the motion. Councillor J Anketell abstained from the vote.

RESOLVED:

a) Council agree in principle to the transfer of land for the reasons set out in the Town Clerk's report

b) Council confirms that subject to (c) and (d) below, it agrees in principle to transfer the land shown as being the footprint of the proposals at Agenda Appendix A to Staffordshire County Council as Highway Maintainable at Public Expense

c) That in accordance with the provisions of the Local Government Act 1972, and the General Disposal Consent 2003, the Council advertise its proposals.

d) That the Council consider any objections received following public consultation prior to any final decision regarding transfer of the land.

108. OFFICERS' REPORT

Members commended the Markets Officer for facilitating a successful Vintage and Antiques market. Councillor A Hughes commended the variety of activities on offer at the Samuel Johnson Birthplace Museum and thanked the Civic Officer for the organisation of International Women's Day. Councillor R Bragger and A Fox commended the work carried out at Christian Fields and welcomed the collaboration with LDC.

Following comments in the Guildhall bookings' Officer's report, Members debated at length the loss of a long-standing commercial booking in the Guildhall.

RESOLVED: That the report be noted.

109. PAYMENT OF ACCOUNTS

Councillor C Greatorex queried why the Council had two water suppliers. The Town Clerk confirmed that they were split some time ago into fresh water and sewage charges.

Councillor C Greatorex queried the charges from Birmingham Museums. The Town Clerk confirmed that this was for collection care expertise at the Samuel Johnson Birthplace Museum and was an Internal Audit recommendation.

Councillor C Greatorex queried the EE charges for the Deputy Town Clerk's tablet. The Deputy Town Clerk confirmed that this was part of an offer when upgrading the City Council's mobile phones and was used for working and monitoring the CCTV system.

RESOLVED: That payment of accounts be approved and confirmed for the period 1 February 2026 to 28 February 2026 in the sum of £104,138.13 General Account, and £1,036.14 Imprest Account.

**THERE BEING NO FURTHER BUSINESS
THE MAYOR DECLARED THE MEETING CLOSED AT 7.10PM**

MAYOR

For Council: 13 May 2026 APPENDIX 1

COMMITTEE, PANEL, AND ADVISORY COMMITTEE MEMBERSHIP 2026/27

PLANNING COMMITTEE			
(All members of Council)			
Chair	E Strain	Vice Chair	P Knight
Ward Representative	Boley Park	R Yardley	
	Chadsmead	P Ray	
	Curborough	C Ball	
	Leomansley	J Christie	
	St Johns	D Baker	
	Stowe	P McDermott	

AUDIT COMMITTEE			
8 members			
Conservative	Labour	Liberal Democrat	Reform UK
A Lax	A Fox (Chair)	P McDermott	D Robertson
M Warfield	B Watkins (Vice Chair)	J Smith	
	E Strain		

JOHNSON BIRTHPLACE ADVISORY COMMITTEE

9 members + 3 non-voting

<u>Johnson Society Appointments (non-voting)</u> P Jones & J Winterton		<u>Honorary Member (non-voting)</u> A Thompson	
Conservative	Labour	Liberal Democrat	Other
J Eagland	A Hughes (Chair)	J Christie	S Schafer Green Party
R Yardley	M Field (Vice Chair)	P McDermott	J Madden Reform UK
	C Ball		

GRANTS ADVISORY COMMITTEE

10 members

Conservative	Labour	Liberal Democrat
D Baker	C Ball (Chair)	H Ashton
R Yardley	A Hughes (Vice Chair)	J Christie
	B Watkins	
	C Pinder-Smith	
	J Marshall	
	P Knight	

STAFFING COMMITTEE		
7 members		
Conservative	Labour	Liberal Democrat
J Eagland	M Field	P McDermott (Chair)
A Lax	C Pinder-Smith (vice Chair)	J Christie
	A Fox	

TENDERS COMMITTEE		
[Comprising Leader, Deputy Leader, Mayor, Deputy Mayor]		
6 members		
Conservative	Labour	Liberal Democrat
D Baker	J Marshall (Chair)	P McDermott
	A Hughes (Vice Chair)	
	R Bragger	
	R Harvey-Coggins	

COMPLAINTS PANEL		
4 members		
Conservative	Labour	Liberal Democrat
A Lax	A Fox (Chair)	P McDermott
	E Strain	

COMMERCIAL SERVICES COMMITTEE		
6 members		
Conservative	Labour	Liberal Democrat
D Baker	J Blackman (Chair)	P McDermott
	R Bragger (Vice Chair)	H Ashton
	J Marshall	

CLIMATE CHANGE AND BIODIVERSITY COMMITTEE			
6 members			
Conservative	Labour	Liberal Democrat	Green
A Lax	C Pinder-Smith (Chair)	A Rushton (Vice Chair)	J Anketell
	J Blackman		
	A Hughes		