

Lichfield City Council

Minutes of the Meeting of Lichfield City Council held in Guildhall, Lichfield on Monday 14 June 2021 at 6.30pm

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

APOLOGIES: Councillors D Dundas, Mrs J Greaves and R Harrison.

15 MAYOR'S ANNOUNCEMENTS

The Mayor wished Councillor Bob Harrison well following his recent surgery and reported on recent engagements which included the opening of new premises in Lichfield for a Legionella & Fire safety company and a municipal Charities meeting held on Zoom.

16 DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION

Councillors Mrs Baker, Mrs Eagland, Spruce, Warfield and Yardley declared an interest in agenda item 16 (Grant Request – Breast Screening Unit, Boley Park Community Hall) under appendix b of the City council's code of conduct as members of the management committee and/or trustees of the hall (as appointed by the City Council).

17 COUNCIL MINUTES

RESOLVED: *That the Minutes of the Annual Council Meeting held on 17 May 2021 (Nos 1-14) be confirmed and signed as a correct record.*

18 MATTERS ARISING

None

19 PLANNING COMMITTEE (DELEGATED AUTHORITY)

RESOLVED: *That comments submitted to Lichfield District Council for the period 1 April to 20 May 2021, and made in the name of LCC via delegated authority, be received.*

20 NOTICE OF MOTION

Together with an accompanying report circulated with the agenda, it was proposed by Cllr D Robertson and seconded by Cllr C Ball that;

This Council understands there is a need to increase the amount of cycle parking in the City, and for ensuring that it is as close to the venues people use as it can be. Adding additional cycle parking will encourage more people to make the switch to active transport, improving their physical and mental wellbeing, as well as reducing carbon emissions in Lichfield. The City council supports the introduction of additional and appropriate cycle parking in the City and agrees in principle to provide CIL funding to facilitate this. Moreover, the council resolves to progress this issue by referring the report accompanying this motion to the City Council's NPIWP for further consideration and discussion, to include investigation of possible locations, including those referred to in the document. The NPIWP is asked to report back to Council on how it feels these proposals could best be delivered following initial discussions with stakeholders (to include SCC, LDC, Community Centre

management committees and landowners as appropriate) and the likely timescales, implications and CIL costs thereof.

The Mayor advised that under Standing Order 6.4, the motion would stand referred without discussion to the City Council's Neighbourhood Plan Implementation Working Party, the subject matter of the motion being within the province of that Working Party. The Mayor noted that the submission of the motion was somewhat procedurally irregular, and could have been submitted to the NPIWP directly.

21 AUDIT COMMITTEE

Councillor Spruce commented that the report showed that good financial controls were being operated by the Council and thanked the Officers for their excellent work. Councillor D Robertson noted the difference in out turn versus budget when slippage was taken into account was less than 0.25%.

RESOLVED: That the Minutes of the Audit Committee meeting held on 10 June 2021 be adopted and that:

- 1 ***The Out-Turn Statement 2020/21 be received.***
- 2 ***The Council as Trustee of the Johnson Birthplace Charitable Trust make a payment of £14,305 from the Trust Funds to the City Council as the contribution to the expenditure incurred by the City Council in operating the Museum during the 2020/21 financial year.***
- 3 ***In respect of the External Auditor Annual Return for the year ending 31 March 2021:***
 - a. ***The Council approve the Annual Governance Statement (Section 1 of the Annual Return) and that this be signed by the Mayor and Town Clerk on behalf of the Council.***
 - b. ***The Council note that for the year ending 31 March 2020, Section 2 of the Annual Return has been restated as a result of the Joint Panel on Accountability and Governance (JPAG) narrowing the classification of staff cost, removing the recording of mileage, and other travelling and subsistence allowance, from AGAR Box 4 to AGAR Box 6. The total sum being £1,537.***
 - c. ***The Council approve the Accounting Statements (Section 2 of the Annual Return) and this be signed by the Mayor on behalf of the Council.***
 - d. ***The Council note the Annual Internal Audit Report section of the Annual Return.***
 - e. ***The Council note the dates for the exercise of public rights – commencing on 16 June 2021 and ending on 27 July 2021.***

22 JOHNSON BIRTHPLACE ADVISORY COMMITTEE

Members considered the minutes and recommendation of the JBAC meeting held on 27 April 2021, together with the recommendation regarding staff hours at Minute 23.

RESOLVED: That the Minutes and recommendation of the Johnson Birthplace Advisory Committee meeting held on 27 April 2021 be adopted.

23 NEIGHBOURHOOD PLAN IMPLEMENTATION WORKING PARTY

Members considered the minutes and recommendations of the NPIWP meeting held on 28 April 2021, notably the recommendation that £6,000 of CIL be allocated to the proposed open space

improvements at Curborough Community Centre, and £14,625 of CIL be allocated to the redevelopment of Michael Johnson’s Workroom as part of the wider refurbishment of the Birthplace Museum

RESOLVED: That the Minutes and recommendations of the NPIWP meeting held on 28 April 2021 be adopted.

24 SHERIFF’S RIDE WORKING PARTY

Members considered the minutes and recommendation of the SRWP meeting held on 19 May 2021, notably the recommendation that for 2021, the event does not include the usual horse ride around the City, but instead operates in a similar way to the 2020 event but with a function at the Guildhall afterwards (subject to any prevailing restrictions). In proposing, Councillor A Smith outlined his vision for the Working Party in maintaining the tradition of the Ride but finding new ways to ensure it continued. Councillor C Ball echoed the comments of Councillor Smith and stated that the future of the Ride must be more inclusive and not burden taxpayers with the cost of the Ride.

RESOLVED: That the Minutes and recommendation of the Sheriff’s Ride Working Party meeting held on 19 May 2021 be adopted.

25 MARKETS WORKING GROUP

Members considered the minutes of the MWG meeting held on 9 June 2021.

RESOLVED: That the Minutes of the Markets Working Group meeting held on 9 June 2021 be adopted.

26 APPOINTMENT OF REPRESENTATIVES ON OUTSIDE BODIES

Members considered the draft appointment of representatives on outside bodies at agenda Appendix 6. Councillor Mrs Boyle advised that she would be unable to take the place on the Twinning Association on to which she had been nominated due to her existing role with the Association. Councillors C Greatorex and Miss J Marks emphasised the work of SPCA and, as past LCC representatives on that body, encouraged members to consider putting themselves forward for the role.

RESOLVED: Appointments on outside bodies be confirmed as indicated in the agenda report, with the exceptional of Cllr Mrs Boyle on the Twinning Association; the vacancy to be left in abeyance [final appointments reproduced below]

Outside Body	No of Reps	Period of Office	Appt Ends	2021/2022
Boley Park Community Hall Management Committee	4	1 Year	Jun-22	Cllr M Warfield
			Jun-22	Cllr Mrs D Baker
			Jun-22	Cllr R Yardley
			Jun-22	Cllr Mrs J Eagland
Boley Park Community Hall Trustees	4	Until retire or replaced	Until retire or replaced	Cllr Mrs J Eagland
				Cllr R Yardley
				Cllr C Spruce
				Cllr M Warfield
Bower Committee	1	1 Year	Jun-22	Cllr Mrs J Greaves

Outside Body	No of Reps	Period of Office	Appt Ends	2021/2022
Curborough Community Association	3	1 Year	Jun-22	<i>Cllr D Robertson</i>
			Jun-22	<i>Cllr P Jones</i>
			Jun-22	<i>Cllr R Harrison</i>
Darwin Hall Community Association Trustees [and Company Directors]	4	Until retire or replaced	Until retire or replaced	<i>Cllr J Checkland</i>
				<i>Cllr S Pritchard</i>
				<i>Cllr I Jackson</i>
				<i>Cllr A Smith</i>
Dovehouse Fields Community Garden	2	1 Year	Jun-22	<i>Cllr Mrs J Greaves</i>
				<i>Cllr J Smith</i>
Dr Milley's Hospital	1	4 Years	Mar-23	<i>Cllr C Rapley</i>
Erasmus Darwin Foundation	1	1 Year	Jun-22	<i>Cllr Mrs G Boyle</i>
Friends of Samuel Johnson Community Hosp.	1	1 Year	Jun-22	<i>Cllr A Lax</i>
Friends of Lichfield Historic Parks Group	1	1 Year	Jun-22	<i>Cllr H Ashton</i>
Guild of St Mary's Centre Lichfield (Ltd)	1	1 Year	-	<i>Mayor in Office</i>
Johnson Council (non-voting observers)	2	1 Year	-	<i>Mayor in Office</i>
			-	<i>Sheriff in Office</i>
Lichfield District Arts Executive Committee [non-voting observer]	1	1 Year	Jun-22	<i>Cllr Mrs J Greaves</i>
LDC – Parish Forum	2	1 Year	Jun-22	<i>Cllr M Field</i>
			Jun-22	<i>Cllr Miss J Marks</i>
Lichfield Camera Club	1	1 Year	Jun-22	<i>Mayor in Office</i>
Lichfield Conduit Lands Trust	2	1 Year	-	<i>Mayor in Office</i>
		4 Years	Jun-25	<i>Cllr Mrs G Boyle</i>
Lichfield District Tourism Association Executive	2	1 Year	Jun-22	<i>Museums & Heritage Officer</i>
			Jun-22	<i>Cllr Miss J Marks</i>
Lichfield Rail Alliance, West Coast Rail 250, and all other rail related matters	1	1 Year	Jun-22	<i>Cllr M Warfield</i>
Mary Slater's Charity	2	1 Year	-	<i>Mayor in Office</i>
			-	<i>Sheriff in Office</i>
Michael Lowe's and Associated Charities	5	4 Years	15 July 24	<i>Cllr Mrs J Greaves</i>
			23 April 26	<i>Mrs D Greatorex</i>
			3 April 26	<i>P Hitchman</i>
			26 July 24	<i>Cllr M Warfield</i>

Outside Body	No of Reps	Period of Office	Appt Ends	2021/2022
			5 July 23	<i>Cllr Mrs J Eagland</i>
Municipal Charities	4	1 Year	-	<i>Mayor in Office</i>
		4 Years	Oct-23	<i>Cllr P Jones</i>
			Nov-24	<i>Cllr Mrs J Greaves</i>
			Nov-24	<i>Mrs D Greatorex</i>
South East Staffs CAB	1	1 Year	Jun-22	<i>Cllr Mrs D Baker</i>
Speakers Corner Committee	1	1 Year	Jun-22	<i>Cllr Mrs D Baker</i>
SPCA - Executive Cttee (nomination only – subject to election by SPCA)	1	2 Years		TBC
St Giles Hospice Local Government Friends'	1	4 Years	Jun-23	<i>Cllr J Anketell</i>
Support Staffordshire (formerly Lichfield and District CVS)	1	1 Year	Jun-22	<i>Cllr Mrs D Baker</i>
Twinning Association	3	1 Year	-	<i>Mayor in Office</i>
			Jun-22	<i>Cllr H Ashton</i>
				TBC

27 GRANT REQUEST – BREAST SCREENING UNIT, BOLEY PARK COMMUNITY HALL

Members considered the Town Clerk's report. Councillor C Rapley stated that the proposal to give a grant was inappropriate and wrong as NHS incurred electricity costs should be paid by the NHS, and while recognising the importance of the NHS, the poor treatment it had received by successive governments had led to a situation where council taxpayers were being asked to further subsidise the service. Councillor Rapley challenged the giving of the grant to the Boley Park Community Hall as they are simply the conduit for the electricity metering, rather than the grant being of benefit to them; Cllr Rapley saw this as a strange arrangement as in the absence of the grant, the Hall Committee would invoice the NHS. Councillor Rapley stated that a more appropriate and permanent service should be provided, perhaps at Samuel Johnson Hospital, rather than relying on a mobile unit, and also felt that such grant monies could be better allocated to (for example) food banks to support the unemployed and those struggling with life in poverty or severe financial need. During the speech, Councillor C Spruce raised a point of order, stating that the speech was not relevant to the discussion at hand; the Mayor allowed Councillor Rapley to conclude the speech. Several members spoke thereafter; Councillor C Greatorex asked that the costs being paid for the electricity were looked into as there may be savings to be made via brokers. Councillors D Robertson, A Smith and A Lax were of the view that the national picture of the NHS was not within the sphere of influence of the City Council, but the proposed grant was a worthwhile contribution to a valued local service. Councillor M Trent stated he had concerns where local government funds subsidise other bodies that are paid for through taxation, but would wish to support this proposal. Councillor J Smith stated that he disagreed with Councillor Rapley's position but believed she should be able to state that position without interruption.

On being put to the vote the proposal was declared carried, with Councillors Rapley and Jackson voting against the proposal.

RESOLVED: *That subject to the conditions set out below, a grant of £3,000 be given to Boley Park Community Hall to offset the electricity costs incurred by the breast screening unit currently sited at the Community Centre:*

- *The amount of electricity used be suitably audited and reported to confirm the grant has been allocated as intended, such audit to include confirmation of payment to the utility supplier*
- *Any electricity consumed by the breast screening unit over and above the grant amount to be funded by the Community Hall in order to ensure no cost to the NHS, and to reduce bureaucracy demands upon the NHS for siting the unit in that location.*

28 OFFICERS' REPORT

Councillor Mrs D Baker highlighted the untimely death of Markets Officer Dennis Wasserman who died on 18 May 2021. Councillor D Robertson suggested a minute's silence at the end of the meeting, and this was agreed by the Mayor. Councillor Miss J Marks commented on the Open Spaces report, notably the excellent photographs that illustrate the valued work undertaken by the new postholder, Nigel Boden.

RESOLVED: *That the report be noted.*

29 BISHOPS WALK – TARMAC EXTENSION AND POSSIBLE CIL FUNDING

Members considered the Town Clerk's report that resulted from discussions at the recent meeting of the NPIWP (Minute 23) and subsequent informal discussions. It was agreed that more regular strimming of the area would achieve largely the same result but with greatly reduced loss of flora and fauna; the Town Clerk to pursue further with LDC Operational Services

RESOLVED: *The City Council confirms it does not wish to allocate approximately £5,500 of CIL funding to extend the tarmac pathway at Bishop's Walk to prevent plant regrowth.*

30 CANAL LAND AT CRICKET LANE

Members considered the Town Clerk's agenda report and recommendations therein. Councillor Mrs Boyle expressed disappointment at the apparent proposals for hedge removal; the Town Clerk confirmed that while not a matter under discussion at this time, it would be investigated further.

RESOLVED:

1. The City Council confirms an in principle agreement to enter into a licence with SCC to facilitate the construction of the road bridge at Cricket Lane, with LCC land being utilised as work space. This in principle agreement is subject to the terms of the licence being satisfactory to the City Council, its legal advisors and LHCRT. The matter to be returned to Council for further consideration when the extent of land to be licenced is clear, and the draft terms of the licence are developed to a point whereby they are recommended for acceptance by the Council's legal advisors.

2. The City Council confirms it has no objections in principle to entering into the legal process to consider the disposal of land to SCC that would become HMPE land following construction of the proposed bridge. The matter to be returned to Council once the extent of any such requirement is clear in order that the legal process can begin in line with the Local Government Act 1972 and General Disposal Consent 2003.

31 PAYMENT OF REGULAR SERVICE PROVISION BY DIRECT DEBIT

Members considered the Town Clerk's report at Agenda Appendix 10. Councillor C Greatorex asked whether the Direct Debits could be categorised rather than being specified individually, thereby allowing greater flexibility to enter into new agreements if appropriate. Councillor Greatorex also highlighted the absence of certain regular payments on the Direct Debit list, including SCC Pensions, for example. The Town Clerk confirmed his belief that each direct debit mandate should be brought before council for approval on at least a biennial basis, but confirmed he would investigate further and discuss with the Internal Auditor.

RESOLVED: That the City Council renews its resolution to enter into direct debit payment arrangements with those providers listed at agenda Appendix 10; the resolution to be considered for further renewal at the meeting of the City Council in June 2022.

32 PAYMENT OF ACCOUNTS

RESOLVED: That payment of accounts be approved and confirmed for the period 1 March 2021 to 31 March 2021 in the sum of £74,605.19 General Account and £278.64 Imprest Account.

33 EXCUSION OF PRESS AND PUBLIC

RESOLVED: that in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, by reason of the confidential nature of the business next to be transacted, the public and press be excluded from the Meeting.

34 TENDERS COMMITTEE

Members considered the Minutes of the Tenders Committee meeting held on 6 May 2021. Members were reminded that the tenders Committee was granted delegated authority in this matter at the City council meeting of 26 January 2021.

RESOLVED: That the Minutes of the tenders Committee meeting held on 6 May 2021 be received [the minutes confirm the appointment of Cooper Whyte Conservation Ltd for the renovation of the Cruck House annexe]

There then followed a Minute's Silence in memory of Dennis Wasserman, former Markets Officer, who died unexpectedly on 18 May 2021.

THERE BEING NO FURTHER BUSINESS THE MAYOR DECLARED THE MEETING CLOSED AT 7.27 PM

MAYOR