

Lichfield City Council

Minutes of the Meeting of the Neighbourhood Plan Implementation Working Party (NPIWP) held via 'Zoom' on Wednesday, 1 September 2021 at 6.30pm

PRESENT: Councillors M Warfield (Chairman), C Ball, Mrs G Boyle, J Checkland, S Pritchard and M Trent.

APOLOGIES: None received.

1. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION

None received.

2. MINUTES

RESOLVED: *That the minutes of the NPIWP meeting held on Wednesday 28 April 2021 be confirmed as a correct record (Minutes adopted by Council on 14 June 2021).*

3. MATTERS ARISING

None.

4. 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.*

5. CITY CENTRE PLAQUES

Members considered the agenda report which provided an update on this project, including the renovation of the plaques at St Mary's which overlook the Market Square.

RESOLVED:

a) That the update be noted.

b) The NPIWP does wish to continue with this project and that Officers contact the Civic Society to identify a further 10 Plaques in need of renovation.

RECOMMENDATION TO COUNCIL:

That a further £1,650 of CIL be allocated to the City Centre Plaques project to enable further plaques to be renovated.

6. CYCLE PARKING – LICHFIELD CITY CENTRE

Members considered the Town Clerk's report at Agenda Appendix 2, which followed the motion to July Council and the associated 'Plan for Cycle Parking in Lichfield City' document which was included as an enclosure to the agenda.

RESOLVED:

- a) *That the working party agree in principle to supporting the request which aligns with the Public Realm Strategy in relation to green cycle ways and promoting green travel.*
- b) *To look at funding further cycle racks where deemed necessary on City Council land and support further funding in other areas identified within the City.*
- c) *That LCC Officers liaise with Officers at the District Council in line with the Public Realm strategy to determine the costs involved and report back to the NPIWP before a recommendation to Council is made.*

7. ACTION PLAN UPDATE

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

8. CIL ALLOCATION UPDATES

The Working Party considered the agenda report, confirming progress on recent CIL allocations to the Johnson Birthplace Museum and Curborough Community Centre.

RESOLVED: *That the report be noted.*

9. DATE AND TIME OF NEXT MEETING

6.00pm Wednesday 12 January 2022.

**THERE BEING NO FURTHER BUSINESS
THE CHAIRMAN DECLARED THE MEETING CLOSED AT 7.16PM**

ENCLOSURE 1: NPIWP ACTION PLAN AND PRIORTIES

ACTION IN ORDER OF PRIORITY	COMMENTS	TIMESCALE
Additional 20mph signs in North Lichfield	<p>Cllr Ball has identified a number of locations that required repeater 20mph signs.</p> <p>Despite repeated efforts to engage with Officers at Staffordshire County Council in order to progress this project the Deputy Town Clerk has received no response.</p> <p>In light of this lack of response, the NPIWP may wish to ask that the matter be raised with the County councillor for the area on behalf of the Working Party in order to perhaps facilitate progress</p>	<p>Members agreed that delegated authority be given to the Deputy Town Clerk to write to Staffordshire County Councillor Janice Silvester- Hall on behalf of the NPIWP to ask that this project be progressed.</p> <p>The Deputy Town Clerk to explore the possibility of issuing 20mph stickers to residents to display on their wheelie bins. And if this is an appropriate use of CIL funds.</p>
City Centre Plaques	<p>Members noted the updated report on the 5 City Centre plaques at Agenda item 5 and confirmed that they wish to continue with the refurbishment of a further 10 plaques.</p>	<p>The Deputy Town Clerk and Museum & Heritage Officer to liaise with the Civic Society to identify the next 10 plaques in need of refurbishment.</p> <p>Recommendation to Council: <i>That a further £1,650 of CIL be allocated to the City Centre Plaques project</i></p>
Publication of new Lichfield Map to be sold by Lichfield City Council	<p>Cllr Jones reported he had made contact with a supplier who also provides maps for the District Council</p> <p>The Deputy Town Clerk has determined that there are currently two maps in existence: an A3 tear off pad of the City centre which was produced in 2019 and a DL fold up map which also details district attractions.</p> <p>The Deputy Town Clerk has also contacted Blufame Design to enquire as to the cost of producing a new map</p>	<p>Members to confirmed that they no longer wish to progress this further</p>

Samuel Johnson Birthplace Redevelopment	On 7 December, the Deputy Town Clerk informed members via email that the cost of the redevelopment of the Michael Johnson Workroom would be £14,625	Recommendation adopted by Council work to progress early 2022
Addition to the Skateboard Park on St Foye Avenue	No further representations have been received from the skateboard park association regarding converting the skateboard half-pipe on St Foye Avenue to a half bowl at the Falklands Road. (south) end.	Members confirmed that they no longer wish to progress this further
Signs in the City Centre indicating walking direction to named car parks.	<p>Cllr Ball noted that the majority of the signage will be updated with the implementation of the District Council's City Centre Master Plan</p> <p>The Deputy Town Clerk has contacted District Council Officers to request the removal of redundant signage around the City Centre. LDC Officers report that as part of the City centre masterplan a public realm specialist has been commissioned to look at all signage. Work is ongoing but there is no timescale</p>	No further updates to report