

For Council: 13 March 2023 APPENDIX 2

Lichfield City Council

Minutes of the Meeting of the Neighbourhood Plan Implementation Working Party (NPIWP) held via 'Zoom' on Monday 20 February 2023 6.00pm

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

APOLOGIES: None

23. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION

Councillor J Checkland declared an interest under appendix B of the City Council's code of conduct in relation to agenda item 8 - Lichfield Hockey Club.

Councillor M Warfield declared an interest under appendix B of the City Council's code of conduct in relation to agenda item 8 - Boley Park Hall Community Hall.

24. MINUTES

RESOLVED: *That the minutes of the NPIWP meeting held on 14 November 2022 be confirmed as a correct record (Minutes adopted by Council on 12 December 2022).*

25. MATTERS ARISING

None

26. 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.*

27. CITY CENTRE PLAQUES - UPDATE

Members considered the agenda report noting that twelve bronze plaques have now been renovated, four are currently being worked on leaving a further two outstanding.

RESOLVED: *That the report be noted.*

28. FRANCIS BARBER/ANNA SEWARD PLAQUES

Members considered the Museum & Heritage Officer's agenda report which provided an update on the Barber/Seward plaques. Cllr C Ball commended the Museums and Heritage Officer for bringing this project to fruition and asked if it would be possible to have a notable black person present at the unveiling.

The Deputy Town Clerk informed members that all stakeholders involved in the reinstatement of the plaque would be asked to send a representative to the unveiling.

Noting the short timescales [it is hoped to unveil the plaque in early March/April] Cllr J Checkland suggested a historian from the Staffordshire Regimental Museum and requested the Deputy Town Clerk extend a formal invitation on behalf of the Council on receipt of contact details.

RESOLVED: *That the report be noted.*

29. POSSIBLE CIL ALLOCATIONS

Members considered the agenda report which contained a request from The Hub at St Mary's for a CIL allocation. The Hub has sought expert advice from Sound Engineers and Audio/Cabling experts in order to cost a project to improve the sound infrastructure in the building. The suggested specification includes sound desk, microphones, speakers and cabling, plus optional trussing and further equipment. The cost of the overall project has been quoted at a little under £30,000, but without the optional items, the cost is £21,464.64.

Following discussion it was agreed that the NPIWP would make a recommendation to Council that an allocation to cover the 'core' elements rather than including optional elements.

[a copy of the full submission from St Mary's is available to members on request to the Deputy Town Clerk.]

RECOMMENDATION TO COUNCIL: That £21,464.64 of CIL monies be allocated to the upgrading of the Sound Infrastructure for the Hub at St Mary's.

30. CIL ALLOCATION UPDATES

Members considered the agenda report, giving updates on the installation of the additional 20MPH signs at Curborough, the replacement bus shelter at Boley Park, the boundary protection work to Festival Gardens, footway lighting at Stowe Pool, EV charging points and other ongoing matters.

RESOLVED: That the report be noted.

31. 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.

[Cllr H Ashton entered the meeting at 6.22pm and extended his apologies for being late]

32. DATE AND TIME OF NEXT MEETING

Tuesday 4 April 2023 at 6.00pm via Zoom.

**THERE BEING NO FURTHER BUSINESS
THE CHAIR DECLARED THE MEETING CLOSED AT 6.24PM**

ENCLOSURE 1: NPIWP ACTION PLAN AND PRIORTIES

Updated 31.01.23

ACTION IN ORDER OF PRIORITY	COMMENTS	TIMESCALE
Additional 20mph signs in North Lichfield		This was completed in January 2023
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, and Architects have been instructed to prepare tender documentation to expediate the start date. The MHO is in regular communication with the partners involved in the workroom installation.	It is hoped that installation could take place by the Summer.
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		Discussions are ongoing with LDC and EON
City Council Bus Shelters/ Advertising	All the City Council Bus Shelters have now been refurbished. The MWG has approved the design for artwork to be used for advertising the Markets in all bus shelters. Orders have been placed with Staffordshire Signs for the new artwork to be produced as a vinyl wrap which will be installed in an initial five bus shelters.	The new advertising will be installed by the end of February initially in five of the City Councils 14 bus shelters with the rest to be carried out asap
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	As of 31/1/23 LDC officers report that they are finalising the content subjects before working with members of the Friends Group to edit/add to the text and images and will update LCC accordingly