

For Council: 17 April 2023 APPENDIX 1

Lichfield City Council

Minutes of the Meeting of the Neighbourhood Plan Implementation Working Party (NPIWP) held via 'Zoom' on Tuesday 4 April 2023 6.00pm

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

APOLOGIES: None

33. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION

Councillor C Ball declared an interest in agenda item 7 (minute 39) under Appendix A of the City Council's Code of Conduct as he holds a plot at Netherstowe allotments. Cllr Ball left the meeting during discussion of this item, taking no part in the discussion or voting thereon.

Councillor J Checkland declared an interest under Appendix A of the City Council's Code of Conduct in agenda item 8 (Minute 40) as Chair of Lichfield Hockey Club (the discussion thereon required no decision).

34. MINUTES

RESOLVED: *That the minutes of the NPIWP meeting held on 20 February 2023 be confirmed as a correct record (Minutes adopted by Council on 13 March 2023).*

35. MATTERS ARISING

None

36. 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.*

37. CITY CENTRE PLAQUES - UPDATE

Members considered the agenda report noting that the next three plaques are being renovated in line with the agreed restoration project.

RESOLVED: *That the report be noted.*

38. FRANCIS BARBER/ANNA SEWARD PLAQUES

Members considered the Museum & Heritage Officer's agenda report which provided an update on the Barber/Seward plaques. Councillor J Checkland and C Ball commented that they had both attended the unveiling of the Francis Barber plaque which had been well received.

The Deputy Town Clerk updated members in regard to the Anna Seward plaque. The Cathedral Facility Advisory Committee have indicated that they would be willing to consider a plaque of the same design as the Francis Barber plaque and will update the MHO once a decision has been made.

RESOLVED: *That the report be noted.*

39. POSSIBLE CIL ALLOCATION – LICHFIELD AND DISTRICT ALLOTMENTS SOCIETY

Members considered the submission from LDAS, which outlined their proposals regarding access and their wish to bring the main tracks at each of the five allotment sites up to a higher standard. The bid requested the provision of £27,500 of CIL, to be drawn down in stages following receipt of invoice for the work across each of the sites.

RECOMMENDATION TO COUNCIL:

- a) That £27,500 of CIL be allocated to Lichfield and District Allotment Society for essential maintenance and repair to the main track at each of the five allotment sites.***
- b) That delegated authority to be given to the Town Clerk to release allocated CIL monies in stages on production of suitable invoices for works carried out.***

40. CIL ALLOCATION UPDATES

Members considered the agenda report, giving updates on the installation of the additional replacement bus shelter at Boley Park, the pathway at Lichfield Hockey Club, footway lighting at Stowe Pool, EV charging points and other ongoing matters.

Councillor C Checkland informed members that planning permission for the tarmac pathway at Lichfield Hockey Club was granted by Lichfield District Council on 3 April 2023.

The Deputy Town Clerk reported that permission had been granted for the new lamp on the footpath at Cross Keys car park and that Lichfield District Council were also upgrading the existing lighting to LED. Councillor H Ashton informed members that permission had been sought to install a dropped kerb.

RESOLVED: That the report be noted.

41. 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.

42. DATE AND TIME OF NEXT MEETING

In view of the forthcoming elections members agreed to keep the date of the next meeting in abeyance and requested that it take place in person.

43. ANY OTHER BUSINESS

Boley Park Pre-School – Funding for Improved Play Area.

Members considered a bid for CIL funding received after the deadline for the circulation of the agenda. The bid requested a contribution towards the costs of improving the play area utilised by Boley Park Pre School at the Boley Park Community Hall. The area is used exclusively by the pre-school and fundraising for improvements has been ongoing since 2018. An Ofsted inspection had further highlighted a desired improvement to the play area and quotations totalling approximately £26,000 had been received, leaving an approximate £11,000 shortfall, based on £10,000 already raised and an expected £5,000 donation from the Co-op.

RECOMMENDATION TO COUNCIL: That up to £11,200 of CIL be awarded to Boley Park Pre-School for improvements to the play area subject to the retention of trees and bushes as mentioned in the original bid.

20mph Repeater Signs – Gaia Lane.

Cllr M Trent advised of discussions with a resident who raised a road safety issue regarding the junction of Gaia Lane and Bulldog Lane, and asked whether 20mph repeater signs might be possible along Gaia Lane, in a similar project to those signs that CIL recently funded in Curborough Ward. It was proposed by Councillor P Jones and seconded by Councillor C Ball and

RESOLVED: That members indicate streets in each Ward which they believe would benefit from additional 20mph repeater signs and report back at the next meeting of the NPIWP in order for the Deputy Town Clerk to progress with SCC Highways.

**THERE BEING NO FURTHER BUSINESS
THE CHAIR DECLARED THE MEETING CLOSED AT 6.43PM**

ENCLOSURE 1: NPIWP ACTION PLAN AND PRIORTIES

ACTION	COMMENTS	TIMESCALE
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 will take place over the Summer 2023
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	Members are asked to note the update at Agenda item 8	Discussions are ongoing with EON to facilitate installation. LDC report that they will also be upgrading the existing lighting to LED.
City Council Bus Shelters/ Advertising	All the City Council Bus Shelters have now been refurbished. As per the update at Agenda item 8. The bus shelter at Boley park has now been reinstated.	The new advertising has now been installed in five of the City Councils 14 bus shelters.
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	LDC officers report that they are in discussions with the Friends of Lichfield Historic parks as to the content. The Johnson society have also agreed to fund a fourth board providing information about Johnsons Willow.

Updated 05.04.23.