

For Council: 14 December 2023 APPENDIX 3

Lichfield City Council

Minutes of the Meeting of the Grants Advisory Committee held in the Moulton Room, Guildhall at 6.00pm on Wednesday 22 November 2023

PRESENT: Councillors C Ball (Chair), H Ashton, J Christie, and R Yardley.

APOLOGIES: Councillors D Baker, K Farrelly, M Field, S Schafer, and E Strain

Copies of applications for general revenue grant/CIL funding as detailed in these minutes are available to all members on request to the Deputy Town Clerk

19. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION

Councillor J Christie declared an interest under Appendix B of the City Council's Code of Conduct in relation to agenda item 13 (minute 30) as a member of the Darwin Hall Committee.

Councillor J Christie declared an interest under Appendix B of the City Council's Code of Conduct in relation to agenda item 15 (minute 32) as his wife is a member of Lichfield District Allotment Society.

Councillor C Ball declared an interest under Appendix B of the City Council's Code of Conduct in relation to agenda item 15 (minute 32) as he is a member of Lichfield District Allotment Society.

20. MINUTES

RESOLVED: *That the minutes of the meeting of the Grants Committee held on 13 July 2023 be confirmed as a correct record [Minutes adopted by council on 24 July 2023]*

21. MATTERS ARISING

None.

22. GENERAL REVENUE GRANT – 2023/24 BALANCES & 2024/25 GRANTS

Members noted that £7,889 remained available for allocation from the Grants Reserve and that the 2024/25 grant round was now open. The Deputy Town Clerk informed Members that the Grants are being widely publicised but to date the take up has been slow and Members are encouraged to also assist with publicising.

RESOLVED: *That the report be noted.*

23. GENERAL REVENUE GRANT REQUEST – FRIENDS OF LICHFIELD CITY STATION

Members considered a grant request in the sum of £340.00 from the Friends of Lichfield City Station (FoLCS). The grant would allow the installation of noticeboards at the station to display (for example) promotion of FoLCS, art from local schools, the history of the station etc. Members noted the lack of bank details currently, but that an account was in the process of being opened.

RECOMMENDATION TO COUNCIL: *That a grant in the sum of £340.00 be awarded to FoLCS, subject to the provision of bank account details that comply with the adopted Grant Award Policy.*

24. GENERAL REVENUE GRANT – GRANT TO LICHFIELD PRIDE - CORRECTION

Members considered the agenda report which detailed a typographical error in the minutes of the Council meeting of 17 April 2023, stating that a grant had been approved in the sum of £500 when the intended sum was £800 based on the request from the Grants Committee and discussions at Council.

RESOLVED: The Committee confirms the grant award as intended was £800.00 (the amount actually awarded) rather than £500 as erroneously stated in the Council minutes and make the following recommendation to Council:

RECOMMENDATION TO COUNCIL: In light of the typographical error in the minutes, Council to confirm its intention that the recommendation of the Grants Committee be supported, and that the grant to Lichfield Pride was intended to be £800.00 rather than £500.00.

25. GENERAL REVENUE GRANT – SUMMER GRANTS (UPDATE)

Members considered the agenda report and information submitted by those in receipt of 'Summer Grants' during 2023. Members noted the success of the scheme and agreed that a recommendation be made to Council that the scheme continues on an annual basis and is publicised more widely.

RECOMMENDATION TO COUNCIL: That the Summer Grants provision continues annually subject to there being sufficient grant reserves available.

26. GENERAL REVENUE GRANT – LICHFIELD LITTER LEGENDS (UPDATE)

Members considered the update from Lichfield Litter Legends following the award of a grant in the sum of £2,500 to cover the cost of skip hire for the 'Be proud of your community' event.

RESOLVED: That the report be noted.

27. CIL MONIES RECEIVED, COMMITTED AND FORECAST

Members considered the agenda report which provided detail of completed and ongoing CIL funded projects. The current amount of CIL available for allocation being £53,963.

RESOLVED: That the report be noted.

28. CIL REQUEST – FENCING ADJACENT TO CURBOROUGH COMMUNITY CENTRE

Members considered the Town Clerk's agenda report regarding the fencing around the car park and play area at Curborough Community Centre. The report stated that the current provision had been regularly vandalised and at the end of its useful life. Quotations were provided for two options to replace the wooden fencing with a more permanent solution, and the direction of the Committee sought.

RECOMMENDATION TO COUNCIL: That a CIL contribution of £9,500 be made to replace the fencing adjacent to Curborough Community Centre.

29. CIL REQUEST – OUTDOOR CLASSROOM, FIVE SPIRES ACADEMY

Five Spires Academy submitted a CIL request in the sum of £17,830 to provide an outdoor classroom. To support their application, the academy provided further detail which was provided to the Committee. Members expressed concern that the costs were not being met by Staffordshire County Council. After consideration it was proposed by Councillor R Yardley and seconded by Councillor H Ashton and

RESOLVED That the Five Spires Academy CIL request in the sum of £17,830 be refused.

30. CIL REQUEST – ADDITIONAL FOOTPATH LIGHTING, DARWIN PARK

Members noted the Deputy Town Clerks report and further information received from the Chair of the Darwin Hall Committee that the footpath remains unadopted. Councillor J Christie agreed to provide the Deputy Town Clerk with contact details for Persimmon Homes and Taylor Wimpey in order that further representation could be made.

RESOLVED: That the report be noted, and the Deputy Town Clerk carry out further investigations to determine cost implications.

31. CIL REQUEST – ROWLEY PLAQUE

Members considered the additional information supplied at Agenda Enclosure 3 in support of the Rowley Plaque noting the refusal for the plaque to be attached to St Mary's. Before reconsidering the Committee have asked for alternative location suggestions.

RESOLVED: That the report be noted, and alternative locations be suggested before reconsideration by the Committee.

32. CIL REQUEST – LICHFIELD DISTRICT ALLOTMENT SOCIETY

Lichfield District Allotment Society submitted a CIL request in the sum of £3,000 for the installation of appropriate access gates at three of their allotment sites; Nether Stowe, the Moggs and Christchurch. The current gates are reaching the end of their life, and it is hoped that new gates will improve security of the sites and reduce acts of vandalism.

RECOMMENDATION TO COUNCIL: That a CIL contribution of £2,800 be made for the installation of new gates at three of the Lichfield District Allotment sites. [£200 remaining from previous allocation]

33. CITY CENTRE DIGITAL DISPLAYS

Members noted the Deputy Town Clerk's report and Councillor H Ashton's update on his recent meeting with District Council Officers. The Committee wished to record its thanks to Councillor H Ashton for liaising with Lichfield District Council.

RESOLVED: That the report be noted.

34. CIL ALLOCATION UPDATES

Members considered the agenda report detailing progress with several CIL allocations including pathways at the Hockey Club, allotment sites and on entrance to the Sports Club along Eastern Avenue, the Boley Park Community Hall play area, and footway lighting at Cross Keys car park.

RESOLVED: That the report be noted.

35. ACTION PLAN UPDATES

Members considered the action plan; the updated document is included as **APPENDIX A** to these minutes and requested the addition of further 20mph repeater signs. Members are asked to provide suggested locations for additional signage to the Deputy Town Clerk to progress with Staffordshire County Council .

RESOLVED: That the update be noted and suggested locations of additional 20mph repeater signs be provided to the Deputy Town Clerk in order to progress with Staffordshire County Council.

36. DATE AND TIME OF NEXT MEETING

Monday 12 February 2024 At 6.30pm In The Moulton Room.

[Members are asked to note this is an in-person meeting]

**THERE BEING NO FURTHER BUSINESS
THE CHAIR DECLARED THE MEETING CLOSED AT 6.40PM**

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ACTION	COMMENTS	TIMESCALE
City Centre Plaques	Members noted the updated report at Appendix 3	Members noted that this is an ongoing project which is being progressed in phases.
Samuel Johnson Birthplace Redevelopment	Previously subject to yard work scheduling/toilet pod installation, the likely abandonment of the toilet pod due to costs (see JBAC minutes for adoption at December Council) allows progress to be made more quickly	Completion scheduled March 2024
Signs in the City Centre indicating walking direction to named carparks.	The City Council is a consultees on the City centre masterplan and public realm project which will, amongst other things look at signage around the City. The Visitor Economy Network is also looking at signage, some of which will be digital as detailed at Agenda item 15	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 APPENDIX 3.8	The new lamppost has been ordered with a lead time of approx. 6 – 8 weeks.
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	Further updates have been requested as detailed at APPENDIX 3.10
20mph Repeater Signs	Members to supply suggested locations for additional 20mph repeater signs to the Deputy Town Clerk for progression with Staffordshire County Council	