

For Council: 11 March 2024 APPENDIX 1

Lichfield City Council

Minutes of the Meeting of the Grants Advisory Committee held in the Moulton Room, Guildhall at 6.30pm on Monday 12 February 2024

PRESENT: Councillors C Ball (Chair), H Ashton, D Baker, J Christie, M Field, S Schafer, E Strain and R Yardley.

APOLOGIES: Councillor K Farrelly.

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

37. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION

Cllr H Ashton declared an interest in the following applications under Appendix B of the LCC Code of Conduct:

- Erasmus Darwin Foundation – volunteer
- Games/Coffee Morning – friend of the applicant
- Lichfield Twinning Association – LCC representative

Cllr Ashton elected to neither speak nor vote on these matters.

Cllr D Baker declared an interest under Appendix B regarding the application from South East Staffs CAB as the LCC appointed representative, and in the following applications as members/those in control are known to her:

- Dovehouse Community Gardens
- Lichfield Bowling Club
- Transition Lichfield
- Shrievalty Association
- Probus Club

Cllr J Christie declared interests under Appendix B regarding applications from:

- 1st Lichfield Scouts – due to family members attending
- Darwin Hall Community Association – LCC appointed representative

Cllr E Strain declared an interest under Appendix A of the City Council's Code of Conduct regarding the application from Lichfield Re:Cycle as a Trustee, and an interest under Appendix B in the application from Lichfield 1st Scouts Group as he recommended the applicant apply for the grant.

Cllr R Yardley declared an interest under Appendix A in relation to the application from Lichfield Shrievalty Association (being Chair of the Association); Cllr Yardley left the room during discussion and voting thereon.

Cllr C Ball declared an interest under Appendix B in relation to the application from LDC (Proms in the Park) as a member of Lichfield District Council, and to the following as the applicants are known to him:

- Lichfield Re:Cycle
- Well at Wade St Church
- Dereck Jones/Coffee Morning
- Lichfield Shrievalty Association

38. MINUTES

RESOLVED: *That the minutes Grants Committee meeting held on 22 November 2023 be confirmed as a correct record [Minutes adopted by council on 11 December 2023]*

39. GENERAL REVENUE GRANT – 2024/25 GRANTS

Members considered the 2024/25 grant applications and reports which had been previously circulated. Members noted the total sum of grants requested as £45,348. The total sum of grant budget and earmarked grant reserve is £40,789, generating a shortfall of £4,559. It was noted that the budget allocated had remained at £32,000 for several years, and that it was the wish of the Committee that this be reviewed and increased.

The Committee's recommend grant awards are detailed in the table below.

Application No.	Applicant	Recommended Award (£)
1	South East Staffordshire Citizens Advice Bureau	6,750
2	Lichfield District Arts Association	3,000
3	Lichfield Greenhill Bower	3,000
4	Lichfield District Council, Proms In The Park	2,000
5	Lichfield Community Sports Club CIC	2,000
6	Erasmus Darwin Foundation	1,000
7	Voluntary Transport for the Disabled	1,000
8	Lichfield Festival	800
9	The City of Lichfield Concert Band	500
10	Lichfield Re:Cycle	450
11	Men's Shed Lichfield	396
12	Dovehouse Community Gardens	300
13	Lichfield Hockey Club	595
14	Forest Harvest	100
15	Gamers' Wellbeing	491
16	Lichfield Talking News	500
17	The Hub at St Mary's	0
18	Lichfield Bowling Club	0
19	Lichfield Waterworks Trust	1,000
20	The Well	1,500
21	Friends of Lichfield City Station	1,000
22	Dereck Jones (Games/Coffee morning)	1,718
23	Transition Lichfield - Nurture Community CIC	1,000
24	The Lichfield Trishaw Project (Big Red Bike)	500
25	The City of Lichfield Shrievally Association	200
26	Drama Teens	500
27	1 st Lichfield (St Chads) Scout Group	473
28	Lichfield Ladies' and Men's Probus Club	240
29	Lichfield Twinning Association	350
Total		£31,363

RECOMMENDATION TO COUNCIL:

- 1. That grants for the 24/25 financial year be awarded as set out in the table above.**
- 2. That Council favourably consider an increase to general grants funding during budget setting for 2024/25.**

40. GENERAL REVENUE GRANT – GRANT AWARD POLICY REVIEW

At the suggestion of the Chair, and with the agreement of the Committee, this standing agenda item was deferred to the next meeting. The Town Clerk requested any informal comments be sent in the coming weeks to allow amendments to be progressed between meetings and circulated.

RESOLVED: That the matter be deferred to the next meeting.

41. GENERAL REVENUE GRANT – SUMMER ACTIVITIES

Members considered the Town Clerk's report which detailed the funding allocated and awarded for children's summer activities, and the recommendation of the Grants Committee that such provision continue where budgets allow.

The administration process to be as occurred in 2023, but with the modification that all members of the Grants Committee be informally consulted on any application received, with the Town Clerk providing a deadline date for responses; majority vote at the time of the deadline dictating whether or not the grant is awarded and the sum of any such grant.

It was agreed that advertising of the provision would begin in April.

RECOMMENDATION TO COUNCIL:

1. That a sum of £5,000 be allocated for 'summer Grants' in 2024

2. that the administrative process of the scheme be as successfully implemented for 2023, apart from the circulation of applications to all members of the Grants Committee (rather than Chair, Deputy Chair and Group Leaders) as set out above.

3. That the remaining grant allocation of £4,426 be retained for further applications which may arise during the remainder of the financial year.

42. 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 £41,462.

RESOLVED: That the report be noted.

43. CIL REQUEST – STOWE POOL/ST CHAD'S CYCLEWAY

Members considered the Town Clerk's agenda report regarding the provision of additional signage and line painting to the cycleway running adjacent to Stowe Pool. Cllr S Schafer stated that he believed the proposal was without merit and that instead, a 'chicane' should be provided adjacent to Nether Stowe School to slow cyclists. Cllr D Baker also expressed concern as to the proposal. Cllr E Strain stated that there were many factors to consider and asked to be provided with further detail. On being put to the vote it was agreed by majority that the proposal be funded. The Town Clerk agreed to provide further information to Cllr Strain after the meeting.

RECOMMENDATION TO COUNCIL: That a CIL contribution of up to £2,000 be made to improve signage provision at the cycleway running parallel to Stowe Pool.

44. CIL REQUEST - COURT REFURBISHMENT LICHFIELD FRIARY LAWN TENNIS CLUB

Members considered the CIL request in the sum of £58,300 for the refurbishment of two tennis courts, noting that the request is from outside the City boundary and amounts to more CIL than the council currently has available. It was also noted that the applicant had approached LDC for CIL funding and had been advised that no bidding was being accepted at this time.

RESOLVED: That no CIL funding be allocated to this project.

45. CIL REQUEST UPDATE – ADDITIONAL 20MPH REPEATER SIGNS

Members noted the suggested locations for the signs and that the list had been submitted to SCC for quotation purposes.

RESOLVED: *That the update be noted.*

46. CIL REQUEST UPDATE – ADDITIONAL FOOTPATH LIGHTING, DARWIN PARK

Members noted the Deputy Town Clerk's update.

RESOLVED: *That the report be noted*

47. CITY CENTRE DIGITAL DISPLAYS

Members noted the Deputy Town Clerk's report.

RESOLVED: *That the report be noted.*

48. CIL ALLOCATION UPDATES

Members considered the agenda report detailing progress with several CIL allocations including the new gates to allotment sites, new fencing at Curborough Community Centre, the Boley Park Community Hall play area, and footway lighting at Cross Keys car park.

RESOLVED: *That the report be noted.*

49. ACTION PLAN UPDATES

Members considered the action plan; the updated document is included as **APPENDIX A** to these minutes.

RESOLVED: *That the update be noted.*

50. DATE AND TIME OF NEXT MEETING

Monday 8 April 2024 at 6.30pm via 'Zoom'.

**THERE BEING NO FURTHER BUSINESS
THE CHAIR DECLARED THE MEETING CLOSED AT 8.30PM**

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ACTION	COMMENTS	TIMESCALE
City Centre Plaques	Members noted the updated report within the agenda	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.	Work is ongoing via LDC
Stowe Pool Lighting	Members are asked to note the update within the agenda	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
20mph Repeater Signs	Members are asked to note the update within the agenda	The Town Clerk has forwarded the two suggestions from Cllrs Ball & Ashton to SCC for progression

Updated 13.2.24