

Lichfield City Council

Minutes of the Meeting of the Grants Advisory Committee Held via 'zoom' at 7.30pm on 8 July 2024

PRESENT: Councillors C Ball (Chair), and Cllrs H Ashton, J Blackman, J Christie, A Hughes, J Marshall and R Yardley.

APOLOGIES: Councillor D Baker.

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

The Chair began the meeting by welcoming new Committee members for 2024/25, Councillors Hughes, Blackman and Marshall, and thanking retiring members of the Committee (Councillors Field, Strain and Schafer) for their work on the committee during 2023/24.

1. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION

Cllr J Christie declared an interest in agenda item 10 (Minute 6) as his spouse is an allotment plot holder, and in the 'Churches Together' grant application (considered under AOB at minute 12) due to his involvement with the Group.

Cllr H Ashton declared an interest in the grant application from 'Churches Together' (considered under AOB at minute 12) as a member of the enabling group, and the person who recommended that the grant be applied for.

2. MINUTES AND MATTERS ARISING

RESOLVED: *That the minutes of the Grants Committee meeting held on 8 April 2024 be confirmed as a correct record [Minutes adopted by council on 15 April 2024]*

3. GENERAL REVENUE GRANTS – 2024/25 BALANCES

Members considered the current position of the council's revenue grant reserve/allocations, noting that £4,306 remains, and the 'Summer Grants' provision with £752 remaining. The Chair referred to the excellent feedback received from Lichfield Community Sports Club which had been circulated to committee members recently.

RESOLVED: *That the report be noted.*

4. 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 £51,939. Cllr J Marshall queried the forecasts at agenda appendix 1 tables 3 and 4, as they show the same detail. The Town Clerk confirmed that LDC, as the charging authority, can vary the way in which CIL is charged, often splitting the amount payable into two or three separate payments over the course of 12 or 18 months. In this case, both the developments listed in tables 3 and 4 had been split in this manner, hence the duplication.

RESOLVED: *That the report be noted.*

5. CIL REQUEST – DEFIBRILATORS SITED IN REDUNDANT TELEPHONE BOXES

Members considered the Town Clerk's agenda report which followed consideration of this matter at the previous meeting (see minute 58). Cllr A Hughes asked whether there was any evidence of the regularity of use of defibrillators and their effectiveness. Councillor J Christie referred to previous discussions at the Committee [which took place before Cllr Hughes was a committee member], where Cllr Schafer had provided considerable background information on this point that had satisfied the committee and also informed the location choices that had been made.

RECOMMENDATION TO COUNCIL:

1. That up to £5,945 of CIL be allocated to fund the provision and installation of defibrillators plus the associated remedial work to the host phone kiosks at:

- Windmill Lane WS13 7HU – 01543 262138***
- St John St, near crucifix conduit fountain – 01543 262169***

2. That delegated authority be given to the Town Clerk to progress the adoption of the chosen phone boxes with BT and other stakeholders as needed.

6. CIL REQUEST – LICHFIELD AND DISTRICT ALLOTMENTS SOCIETY (LDAS)

Following previous discussion by the Committee and request for information (see minute 61), Members considered the updated request and additional information from LDAS to fund a project to provide additional water troughs at allotment sites. The revised CIL sum requested being £7,584 (previously £10,224). Members commended LDAS for their resubmission, noting they had accepted the points raised by the Committee and had clearly considered the proposals and questions arising carefully.

RECOMMENDATION TO COUNCIL: That a CIL award of £7,584 be given to facilitate the provision of additional water troughs at allotment sites as set out in the LDAS bid.

7. CIL REQUEST – DAISY SHAW PLAQUE

During her Mayoral year, Councillor Ann Hughes suggested that consideration be given to a plaque to commemorate Daisy Stewart Shaw, the first woman Councillor in the city and first woman Mayor (1919 and 1927 respectively). Discussions confirmed that Daisy Shaw lived at no.8 Bore St, and the Museums and Heritage Officer is in contact with the owners of the building. The owners are receptive to a plaque being placed there, and early discussions have taken place in regard to content and installation. The proposal was supported by the Committee.

RECOMMENDATION TO COUNCIL: That a CIL award of up to £750 be given to facilitate a plaque to Daisy Shaw.

8. CIL REQUEST – OUTDOOR CLASSROOM, FIVE SPIRES ACADEMY

Members considered the resubmitted CIL bid from Five Spires Academy that followed previous discussion of this matter by the Committee in November 2023 (minute 29). Additional information had been provided and circulated to members, with questions arising and answers thereto being included in the agenda report.

Due to the amount requested, and the LCC CIL reserves remaining, Cllr H Ashton suggested a CIL allocation be made to support the project in part, covering the costs as stated in the application documents for the Planning fee, Building Regulations, Groundworks and 30% of the installation costs (total £6,367). Cllr A Hughes stated this was clearly a worthwhile project

but felt it was expensive and sought further clarity on whether the provision would be accessible to the wider community.

Councillor J Christie suggested that the release of any CIL funding should be contingent upon the committee being satisfied that the remainder of the funding for the project was available/in place. This was agreed as being a reasonable precaution.

RECOMMENDATION TO COUNCIL: *That a CIL award of up to £6,367 be provided to facilitate the construction of the proposed outdoor classroom at Five Spires Academy. CIL monies not to be released until such time as the Committee is satisfied that the remainder of the funding needed to complete the project is available/in place.*

9. CIL REQUEST UPDATE – ADDITIONAL 20MPH REPEATER SIGNS

Members noted the update, advising that quotations and further updates from SCC were awaited.

RESOLVED: *That the update be noted.*

10. CIL ALLOCATION UPDATES

Members considered the agenda report detailing progress with several CIL allocations including the city centre plaques project, Michael Johnson's workroom at the Birthplace Museum, signage at the St Chad's cycle track and the defibrillator at Sandfields Pumping Station.

RESOLVED: *That the report be noted.*

11. 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.*

12. ANY OTHER BUSINESS

1. Members considers a general revenue grant request in the sum of £500 from 'Churches Together' to support their Christmas Day Together for lonely and disabled residents of Lichfield to be held at Wade Street Church. Cllr R Yardley stated this was an excellent use of grant funds, a view echoed by several other committee members.

RECOMMENDATION TO COUNCIL: *That a grant in the sum of £500 be paid to 'Churches Together' to support 'Christmas Day Together' event.*

2. Councillor J Marshall referred to representations he had received from constituents regarding areas of Festival Gardens adjacent to the underpass that are very poorly lit, enquiring as to whether additional lighting could be installed. The Town Clerk stated that he would contact E-on to discuss the possibilities and costs, as well as the Conservation Officer, and provide a report to a future meeting of the Committee

13. DATE AND TIME OF NEXT MEETING

Monday 16 September 2024 at 6.00pm. The Committee confirmed its preference for the meetings to be held via 'Zoom'.

THERE BEING NO FURTHER BUSINESS

THE CHAIR DECLARED THE MEETING CLOSED AT 8.10PM

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ACTION PLAN

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	Members noted the updated report at Appendix 3	September 2024
Signs in the City Centre indicating walking direction to named carparks	The City Council is a consultee on LDC's wider aims for signage around the City.	Work is ongoing – led by LDC
Stowe Pool Lighting	Members noted the updated report at Appendix 3	September 2024
Information Boards – Stowe Pool	Members noted the updated report at Appendix 3	Further updates awaited from LDC
20mph Repeater Signs	Members noted the update at agenda item 13	Further detail and quotation awaited from SCC

Updated 8 July 2024