

Lichfield City Council

Minutes of the Meeting of Lichfield City Council held in the Guildhall, Lichfield, on Monday 5 March 2018 at 6.30pm

PRESENT: Councillors Mrs J Greaves (Mayor), R Awty, B Bacon, Mrs D Baker, Mrs G Boyle, J Brooks, B Cocksey, D Dundas, I Eadie, Mrs J Eagland, J Grange, C Greatorex, P Hitchman, Mrs S James, Mrs A Lax, Miss J Marks, T Matthews, P Ray, C Spruce, A Thompson, M Warfield and R Yardley.

APOLOGIES: Councillors Mrs J Allsopp, Mrs N Bacon, D Leytham, B McMullan, P Ray, Mrs L Warfield and A Smith.

104 MAYOR'S ANNOUNCEMENTS

The Mayor welcomed Cllr J Grange to the Council meeting and then reported on a number of recent civic and other engagements attended including a ground-breaking ceremony for a residential development at Cross Keys in Lichfield, Civic service at Wade Street Church, Charity Sunday lunch, Shrovetide pancake races, Company of Smiths Court and Feast, Showman's Guild Lunch and the Chairman of Lichfield District Council's Curry lunch.

105 DECLARATIONS OF INTEREST

Councillors Mrs D Baker, Mrs G Boyle, Mrs J Greaves, P Hitchman, Mrs S James, Miss J Marks, C Spruce, A Thompson and M Warfield declared an interest under Appendix B of the City Council code of Conduct with respect to Minute 103 (Grants Advisory Committee).

106 COUNCIL MINUTES

RESOLVED: *That the Minutes of the Council Meeting held on 29 January 2018 (Nos 81-103) be confirmed and signed as a correct record.*

107 MATTERS ARISING

The Town Clerk confirmed that repairs to the Pinfold were now complete.

108 PLANNING COMMITTEE

RESOLVED: *That the Minutes of the Planning Committee meeting held on 5 February 2018 be received.*

109 GRANTS ADVISORY COMMITTEE

RESOLVED: *That the Minutes of the Grants Advisory Committee held on 5 February 2018 be received and the recommendations therein be adopted.*

110 NEIGHBOURHOOD PLAN COMMITTEE

Cllr A Thompson reported that following the referendum the Neighbourhood Plan was carried by a majority of 600. Cllr Baker thanked Cllr Thompson for his tenacity and patience as Chairman of the Committee. Cllr Cocksey also thanked the Town Clerk for his professionalism and administration of the plan.

RESOLVED: *That the minutes of the Neighbourhood Plan Committee held on 26 February 2018 be received.*

111 NOMINATIONS FOR CIVIC OFFICE 2018/19

a) Mayor Elect

It was proposed by Councillor Mrs J Eagland, seconded by Councillor D Dundas and

RESOLVED: *That Councillor David Leytham be nominated Mayor Elect for the year 2018/19.*

b) Deputy Mayor Elect

It was proposed by Councillor C Greatorex, seconded by Councillor Mrs A Lax and
RESOLVED: That Councillor Peter Hitchman be nominated Deputy Mayor Elect for 2018/19.

c) Sheriff Elect

It was proposed by Councillor A Smith, seconded by Councillor Miss J Marks and
RESOLVED: That Councillor Mrs Sheelagh James be nominated Sheriff Elect for the year 2018/19.

112 CALENDAR OF MEETINGS

RESOLVED: That the calendar of meetings for 2018/19 be as follows;

DATE	TIME	MEETING
2018		
Monday, 14 May	6.30pm	ANNUAL COUNCIL
Wednesday, 23 May	7.30pm	ANNUAL TOWN MEETING
Thursday, 31 May	6.30pm	Planning Committee
Thursday, 7 June	6.30pm	Audit Committee
Monday, 18 June	6.30pm	COUNCIL (Year-end accounts)
Thursday, 28 June	6.30pm	Planning Committee
Thursday, 26 July	6.30pm	Planning Committee
TUESDAY, 31 July	6.30pm	COUNCIL
Thursday, 30 August	6.30 pm	Planning Committee
Monday, 10 September	6.30pm	COUNCIL
Thursday, 27 September	6.30pm	Planning Committee
Monday, 22 October	6.30pm	COUNCIL
Thursday, 25 October	6.30pm	Planning Committee
Tuesday, 6 November	10.30am	Johnson Birthplace Advisory Committee
Thursday, 8 November	6.30pm	Staffing Committee
Thursday, 22 November	6.30pm	Planning Committee
Monday, 3 December	6.30pm	COUNCIL
Wednesday, 12 December	6.30pm	Planning Committee
2019		
Thursday, 10 January	6.30pm	Planning Committee
Monday, 28 January	6.30pm	COUNCIL
Monday, 4 February	6.30pm	Grants Advisory Committee
Thursday, 7 February	6.30pm	Planning Committee
Monday, 4 March	6.30pm	COUNCIL
Thursday, 7 March	6.30pm	Planning Committee

Monday, 18 March	6.30pm	Audit Committee
Thursday, 4 April	6.30pm	Planning Committee
Thursday, 11 April	10.30am	Johnson Birthplace Advisory Committee
Tuesday, 23 April	6.30pm	COUNCIL
Thursday, 25 April	6.30pm	Planning Committee
Monday, 13 May	6.30pm	ANNUAL COUNCIL
Wednesday, 22 May	7.30pm	ANNUAL TOWN MEETING
Thursday, 30 May	6.30pm	Planning Committee

113 OFFICERS' REPORT

The Mayor took each item from the Officers' Report in turn. Councillor R Awty thanked the Museum and Heritage Officer for a thorough report and noted the progressive work that is being done at the Samuel Johnson Birthplace Museum. Councillor Mrs S James complimented the Twinning Officer on a lengthy and informative report and asked members to inform the Twinning officer of any Lichfield Students who may wish to visit the City's Twin Towns. Cllr D Dundas added that accommodation was still required for the delegation from Limburg coming to Lichfield in May. Cllr Awty thanked all those responsible for organising a visit to Sandfields Pumping Station. Cllr Cocksey also asked that the get well wishes of members be passed on to the Administration Officer.

RESOLVED: That the Report as contained in Agenda Appendix 1 be received, and that officers be commended for their informative report.

114 REPRESENTATION ON OUTSIDE BODIES

RESOLVED: That Cllr P Hitchman continues to serve as the City Council's representative on the Michael Lowes and associated Charities

115 GENERAL DATA PROTECTION REGULATIONS (GDPR)

Cllr Cocksey asked members to consider the complex issues contained in the Town Clerks report at Agenda Appendix 4 and Enclosure 1. The law will change in May and therefore there is a statutory requirement for the Council to have a GDPR policy. This will be an ongoing process and the Town Clerk will submit further reports to Council over the coming months.

RESOLVED: That the report be noted and the recommendations therein be adopted.

116 CITY COUNCIL FINANCIAL REGULATIONS AND STANDING ORDERS

Members considered the Deputy Town Clerk's report and recommendations at Agenda Appendix 5

RESOLVED: That the report be noted and the recommendations therein be adopted.

117 DISCLOSURE AND BARRING SERVICE (DBS) CHECK

Members considered the Town Clerk's report and recommendations at Agenda Appendix 6.

RESOLVED: That Council adopts the draft policies contained in Agenda Appendix 6

118 PAYMENT OF ACCOUNTS

RESOLVED: That payment of accounts be approved and confirmed as listed in Agenda Appendix 7 for the period;

1 January 2018 to 31 January in the sum of £74,914.42 General Account and £713.84 Imprest Account.

119 EXCLUSION OF THE PRESS AND PUBLIC

To Resolve: that in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, by reason of the confidential nature of the business next to be transacted, the public and press be excluded from the Meeting.

120 INSURANCE RENEWAL

Members considered the Town Clerks report and the recommendation contained in Agenda Appendix 8.

RESOLVED: That the recommendation contained in Agenda Appendix 8 be adopted.

THERE BEING NO FURTHER BUSINESS THE MAYOR DECLARED THE MEETING CLOSED AT 7.00 PM

MAYOR