

Lichfield City Council

Minutes of the Meeting of Lichfield City Council held in Guildhall, Lichfield on Tuesday 30 September 2025 at 6.30pm

PRESENT: Councillors C Pinder-Smith (Mayor), J Anketell, H Ashton, J Blackman, R Bragger, J Christie, J Eagland, C Greateorex, P Knight, A Lax, J Madden, J Marshall, P Ray, D Robertson, A Rushton, S Schafer, J Smith, E Strain, M Warfield, B Watkins, and R Yardley.

APOLOGIES: Councillors D Baker, C Ball, K Farrelly, A Fox, R Harvey-Coggins, A Hughes, and P McDermott.

40 MAYOR'S ANNOUNCEMENTS

The Mayor detailed the events and functions she had attended since the last meeting of the Council which included the Sheriff's Ride and the conference of National Association of City and Town Sheriffs of England and Wales (NACTSEW) which it was Lichfield's privilege to host. The Mayor took the opportunity to thank the Sheriff and the Ride committee for making both events so memorable.

The Mayor also thanked officers for their work to facilitate Community Day, the Guildhall Wedding Fair and the Mayor and Sheriff's Quiz night which raised £1,600 for their chosen charities.

In addition the Mayor attended Proms in the Park, the Battle of Britain memorial, and Rock of Ages at the Garrick theatre.

41 DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION

None.

42 COUNCIL MINUTES

Councillor H Ashton requested that **minute 37, Fairtrade** be corrected to reflect that Councillor R Harvey-Coggins and Councillor H Ashton were approaching the local community to set up a steering committee for Fairtrade.

RESOLVED: *That subject to the above correction the Minutes of the Council Meeting held on 23 July 2025 (No's 29-39) be confirmed and signed as a correct record*

43 MATTERS ARISING

None.

44 PLANNING COMMITTEE

RESOLVED: *That comments submitted to Lichfield District Council for the period 10 July 2025 to 25 September 2025 and made in the name of LCC via delegated authority, be received.*

45. GRANTS ADVISORY COMMITTEE

Councillor C Greateorex welcomed the update to the priorities of the Grants Policy and application form and asked if there had been any further updates regarding the Stowe Pool Information

Boards. The Town Clerk replied that a response from LDC was still awaited and that Councillor H Ashton would raise this at the next meeting of the Friends of Lichfield Historic Parks, which had not taken place yet.

Councillor J Christie informed Members that the Grants Advisory Committee had discussed the application from Lichfield Community Sports Club and that the organisation had been made aware that the Grant awarded should not be viewed as a regular source of income.

Councillor J Christie also asked Members to raise awareness that applications for the General Grant funding are now open.

RESOLVED: That the minutes and recommendations of the Grants Advisory Committee held on 15 September 2025 be adopted.

46 COMMERCIAL SERVICES COMMITTEE

Councillor J Blackman commended Officers for facilitating the Guildhall Wedding Fair and asked that Market Traders be reassured of the Committees support when other operators held events in the City. Councillor R Bragger commended the Markets Officer and Markets Administrator for the smooth operation of the markets.

Councillor C Greateorex enquired as to the cost of joining the Birmingham Chamber of Commerce and welcomed the additional trading days over the festive season. Councillor J Blackman confirmed the cost to join the Birmingham Chamber of Commerce was £500 per year.

RESOLVED: That the minutes and recommendations of the Commercial Services Committee held on 18 September 2025 be adopted.

47 CLIMATE CHANGE AND BIODIVERSITY COMMITTEE

Members considered the minutes of the Climate Change and Biodiversity Committee meeting held on 25 September 2025.

RESOLVED: That the Minutes of the Climate Change and Biodiversity Committee meeting held on 25 September 2025 be adopted.

48 FINANCIAL PROGRESS REPORT- 1 APRIL TO 31 JULY 2025.

Members considered the Financial Progress report at **Agenda Appendix 4.**

Councillor J Marshall commended Officers for their accuracy in the report and maintaining good financial controls.

Councillor C Greateorex sought clarification on Agency payments. The Town Clerk confirmed that this was the monies received from SCC for the grass cutting of the verges.

RESOLVED: That the Financial progress report, 1 April to 31 July 2025 be noted. .

49 AUDIT OF ACCOUNTS 2024/25

Members considered the external audit of accounts for the year ending 31 March 2025. Councillor J Marshall congratulated Officers on a successful audit.

RESOLVED: That the report be noted.

50 OFFICERS' REPORT

Councillor J Smith noted that the Sheriff's Ride started from Stowe Fields and not Freeford Manor. Councillor C Greatorex commended the work of Councillors R Yardley and J Smith during the NACTSU weekend and praised the Civic Officer, Sword, and Mace Bearers for their invaluable contributions to the weekend.

Councillor J Christie thanked the Open Spaces Officer for the introduction of *No Parking* signs on Beaconsfield. Councillor J Smith also thanked the Open Spaces Officer for the maintenance of the Sheriff's bridleway ahead of the Sheriff's Ride

RESOLVED: That the report be noted.

51 PAYMENT OF ACCOUNTS

Councillor C Greatorex queried the nature of the payment of £280.00 to update the Mayoral boards. The Town Clerk confirmed that this was done every year after Annual Council in order to add the incumbent Mayor and Sheriff's names to the board

Councillor C Greatorex queried the monthly service fee for digital donations at the Samuel Johnson Birthplace Museum. The Town Clerk commented that digital donations were up by 60% compared to last year and that the Johnson Birthplace Advisory Committee would be reviewing the fees.

Councillor C Greatorex also queried the need for an asbestos survey at Curborough Community Hall given the age of the building. The Town Clerk replied that this had been carried out on the advice of the Council's architects and confirmed that no asbestos had been found.

RESOLVED: That payment of accounts be approved and confirmed for the period

- a) 1 June 2025 to 30 June 2025 in the sum of £83,756.70 General Account and £899.51 Imprest Account.***
- b) 1 July 2025 to 31 July 2025 in the sum of £130,936.04 General Account and £1,063.79 Imprest Account.***

**THERE BEING NO FURTHER BUSINESS THE MAYOR DECLARED
THE MEETING CLOSED AT 7.04PM**

MAYOR