

## Lichfield City Council

### Minutes of the Meeting of Lichfield City Council held in the Guildhall, Lichfield, On Monday 28 January 2019 at 6.30pm

**PRESENT:** Councillors D Leytham (Mayor), B Bacon, Mrs D Baker, C Ball, Mrs G Boyle, J Brooks, B Cocksey, Mrs J Eagland, C Greatorex, Mrs J Greaves, P Hitchman, Mrs S James, G Johnson, Miss J Marks, T Matthews, C Spruce, A Thompson, Mrs L Warfield, M Warfield and R Yardley.

**APOLOGIES:** Councillors R Awty, Mrs N Bacon, D Dundas, Mrs A Lax, B McMullan, P Ray and A Smith

#### 84 MAYOR'S ANNOUNCEMENTS

The Mayor reported he had attended 14 events and engagements since 3 December and reminded members of the forthcoming charity events; a beer & skittles evening and Sunday Lunch.

#### 85 DECLARATIONS OF INTEREST

None

#### 86 COUNCIL MINUTES

**RESOLVED:** *That the Minutes of the Council Meeting held on 3 December 2018 (Nos 71- 83) be confirmed and signed as a correct record.*

#### 87 PLANNING COMMITTEE

**RESOLVED:** *That the Minutes of the Planning Committee meeting held on 22 November and 12 December 2018 be received.*

#### 88 NEIGHBOURHOOD PLAN IMPLEMENTATION WORKING PARTY (NPIWP)

**RESOLVED:** *That the minutes and recommendations of the NPIWP held on 7 January 2019 be adopted.*

#### 89 OFFICERS' REPORT

Councillor Greatorex commented on the highest visitor numbers in 2018 at the Samuel Johnson Birthplace and thanked Officers and staff at the Museum for their efforts. Councillor Ball thanked the Open Spaces Officer for the improvements to Bishops Walk. Councillor Cocksey thanked the Twinning Officer for the numerous exchange visits that have been set up.

**RESOLVED:** *That the Report as contained in Agenda Appendix 2 be received, and that officers be commended for their informative report.*

#### 90 FEES AND CHARGES 2019/20

Members were asked to consider fees and charges for 2019/20.

**RESOLVED :**

**a) That charges for the Markets per 2.4 metre [8 foot] stall, and for commercial hire of part or all of the Market Square be amended as follows with effect from 1 April 2019:**

**Friday market: £24.00 = £21.00 pitch, plus £3 (VAT inclusive) service charge**

**Saturday market: £25.00 = £22.00 pitch, plus £3 (VAT inclusive) service charge**

**Farmers' market: £25.00 = £22.00 pitch, plus £3 (VAT inclusive) service charge**

**Tuesday market: £13.20 per 2.4m frontage stall x 2.1m depth (minimum charge) plus £2.00 per 50cm extra frontage, and £1.10p per sq m. for additional depth of stall. Includes £2 (VAT inc) service charge.**

*Private/commercial whole Square: £200.00*  
*Private/commercial half Square: £150.00*  
*Private/commercial promoting public service activities: £55.00*  
*Voluntary/charitable organisations for fundraising events: £10.00*  
*Large Commercial Event (plus £500/day deposit):£400.00*

- b) That the rates for commercial hire as set out above be subject to an additional charge of £20 per stall when part or all of the Square is to be sub-let by the hirer to more than two stallholders (the first two sub-let stalls being included in the relevant commercial hire rate set out above).*
- c) That with effect from 1 April 2019, a one pound per stall discount on the prevailing pitch charges for Tuesday, Friday, Saturday and Farmers' Markets be offered to those permanent traders who provide payment on a 'four weekly in advance' basis; the discount to be subject to annual review by the Council.*
- d) That with effect from 1 April 2019 Guildhall hire charges be as detailed in Agenda Appendix 3.*
- e) That no increase be applied to the charges for photocopying.*

**91 FINANCIAL PROGRESS REPORT – 1 APRIL 2018 TO 30 NOVEMBER 2018**

Members considered the Town Clerk's financial progress report for the period 1 April 2018 to 30 November 2018 contained at Appendix 4.

**RESOLVED:** *That the eight month Financial Progress Report be noted.*

**92 BUDGET ESTIMATES 2019/2020**

Members considered the draft budget estimates contained at Appendix 5

**RESOLVED:** *That the Council approve the Budget Estimates and Report for the 2019/20 financial year totalling £812,180 and that the amount of precept for 2019/20 be set at £757,180.*

**93 REPAIR, RENOVATION AND SPECIFIC PROJECT PROGRAMME 2019/20**

Members considered the Town Clerks report and recommendations therein at Appendix 6.

**RESOLVED:** *That the report be noted.*

**94 SPCA ANNUAL GENERAL MEETING, STAFFORD 3 DECEMBER 2018**

Members considered Councillor Greatorex's report at Appendix 7 which detailed the discussions held at the Staffordshire Parish Council AGM held on 3 December.

**RESOLVED:** *That the report be noted.*

**95 PAYMENT OF ACCOUNTS**

**RESOLVED:** *That payment of accounts be approved and confirmed as listed in Appendix 8 for the periods;*

*a) 1 October 2018 to 31 October 2018 in the sum of £96,129.30 General Account, and £553.63 Imprest Account.*

*b) 1 November 2018 to 30 November 2018 in the sum of £109,648.93 General Account, and £2,606.87 Imprest Account*

**96 EXCLUSION OF THE PRESS AND PUBLIC**

**RESOLVED:** *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.*

**97 APPOINTMENT TO VACANT CITY COUNCIL POST - MARKETS OFFICER**

Members considered the Town Clerk's confidential report at Appendix 9 and the recommendations therein.

***RESOLVED: That the recommendations contained at Appendix 9 be adopted.***

**98 LAND AT TAMWORTH ROAD, LICHFIELD**

Members considered the Town Clerk's confidential report at Appendix 10 and the recommendations therein.

***RESOLVED: That the recommendations contained at Appendix 10 be adopted.***

**99 SUBSIDY REVIEW – LICHFIELD ARTS AND LICHFIELD FESTIVAL**

Further to Minute 82 of the City Councils meeting on 4 December, the Leader of the Council reported to members on the further discussions that had been held with members of Lichfield Arts on 11 January 2019.

***RESOLVED: That;***

- ***the charges for glass collection from the Guildhall be split 50/50 between Lichfield Arts and Lichfield City Council***
- ***the charge for the Ashmole Room when used as a 'green room' by Lichfield Arts be £35 per occasion, Lichfield Arts to be responsible for cleaning the room thereafter***
- ***the City Council and Lichfield Arts enter into a 'licence to occupy' agreement in regard to the rooms at Donegal House currently occupied by Lichfield Arts***
- ***the agreements with Lichfield Arts and Lichfield Festival to be reviewed by Council on an Annual basis***

**THERE BEING NO FURTHER BUSINESS THE MAYOR DECLARED THE MEETING CLOSED AT 7.20 PM**

**MAYOR**