

## Lichfield City Council

### Minutes of the Meeting of Lichfield City Council held in the Guildhall, Lichfield, On Monday 4 March 2019 at 6.30pm

**PRESENT:** Councillors D Leytham (Mayor), R Awty, B Bacon, Mrs N Bacon, C Ball, Mrs G Boyle, J Brooks, B Cocksey, D Dundas, Mrs J Eagland, C Greatorex, Mrs J Greaves, P Hitchman, G Johnson, Mrs A Lax, Miss J Marks, A Smith, C Spruce, A Thompson, Mrs L Warfield, M Warfield and R Yardley.

**APOLOGIES:** Councillors Mrs D Baker, I Eadie, Mrs S James, T Matthews and P Ray.

#### 101 MAYOR'S ANNOUNCEMENTS

The Mayor reported he had attended 12 events and engagements since 28 January including a 1960's themed evening in Burntwood and a service for the Air Cadets at the Cathedral. The Mayor commented that the two final charity events; Beer & Skittles evening and Sunday Lunch had made over £900 each for the Mayor and Sheriff's charities. The Mayor thanked Members in advance for helping at the Shrovetide Pancake races. The Mayor also welcomed back Cllr Mrs N Bacon after a period of illness and conveyed the Council's best wishes to Mr Keith Eagland for a swift recovery following his illness.

#### 102 DECLARATIONS OF INTEREST

Councillors R Awty, Mrs N Bacon, Mrs D Baker, C Ball, Mrs G Boyle, B Cocksey, D Dundas, Mrs J Eagland, Mrs J Greaves, P Hitchman, Miss J Marks, A Smith, A Thompson, Mrs L Warfield, M Warfield and R Yardley declared an interest under Appendix B of the City Council Code of Conduct with respect to Minute 105 (Grants Advisory Committee).

#### 103 COUNCIL MINUTES

**RESOLVED:** *That the Minutes of the Council Meeting held on 28 January 2019 (Nos 84- 99) be confirmed and signed as a correct record.*

#### 104 PLANNING COMMITTEE

**RESOLVED:** *That the Minutes of the Planning Committee meeting held on 10 January 2019 be received.*

#### 105 GRANTS ADVISORY COMMITTEE

**RESOLVED:** *That the minutes and recommendations of the Grants Advisory Committee held on 4 February 2019 be adopted.*

#### 106 FEES AND CHARGES 2019/20

Following an error regarding the fees for the Tuesday Market presented to Council at its meeting on 28 January 2019, Members were asked to confirm that the charges for the Tuesday market for 2019 /20 be set at;

*£14.20 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.*

**RESOLVED:** *That the corrected charges for 2019/20 in relation to the Tuesday markets as set out above be confirmed.*

#### 107 NOMINATIONS FOR CIVIC OFFICE 2019/20

**a) Mayor Elect**

It was proposed by Councillor C Greatorex, seconded by Councillor Mrs J Eagland and  
**RESOLVED: That Councillor Peter Hitchman be nominated Mayor Elect for the year 2019/20.**

**b) Deputy Mayor Elect**

It was proposed by Councillor Mrs G Boyle, seconded by Councillor Mrs L Warfield and  
**RESOLVED: That Councillor Deb Baker be nominated Deputy Mayor Elect for the year 2019/20.**

**c) Sheriff Elect**

It was proposed by Councillor C Spruce, seconded by Councillor M Warfield and  
**RESOLVED: That Dr Daryl Brown be nominated Sheriff Elect for the year 2019/20.**

**108 CALENDAR OF MEETINGS 2019/20**

**RESOLVED: That the calendar of meetings for 2019/20 be as follows;**

DATE	TIME	MEETING
<b>2019</b>		
<b>Monday, 13 May</b>	<b>6.30pm</b>	<b>ANNUAL COUNCIL</b>
<b>Wednesday, 22 May</b>	<b>7.30pm</b>	<b>ANNUAL TOWN MEETING</b>
Thursday, 30 May	6.30pm	Planning Committee
<i>Thursday, 6 June</i>	<i>6.30pm</i>	<i>Audit Committee</i>
<b>Monday, 17 June</b>	<b>6.30pm</b>	<b>COUNCIL (Year end accounts)</b>
Thursday, 27 June	6.30pm	Planning Committee
Thursday, 25 July	6.30pm	Planning Committee
<b>TUESDAY, 30 July</b>	<b>6.30pm</b>	<b>COUNCIL</b>
Thursday, 29 August	6.30 pm	Planning Committee
<b>Monday, 9 September</b>	<b>6.30pm</b>	<b>COUNCIL</b>
Thursday, 26 September	6.30pm	Planning Committee
<b>Monday, 21 October</b>	<b>6.30pm</b>	<b>COUNCIL</b>
Thursday, 24 October	6.30pm	Planning Committee
<i>Tuesday, 5 November</i>	<i>10.30am</i>	<i>Johnson Birthplace Advisory Committee*</i>
<i>Thursday, 7 November</i>	<i>6.30pm</i>	<i>Staffing Committee</i>
Wednesday, 20 November	6.30pm	Planning Committee
<b>Monday, 2 December</b>	<b>6.30pm</b>	<b>COUNCIL</b>
Thursday, 12 December	6.30pm	Planning Committee
<b>2020</b>		
Thursday, 9 January	6.30pm	Planning Committee
<b>Monday, 27 January</b>	<b>6.30pm</b>	<b>COUNCIL</b>
<i>Tuesday, 4 February</i>	<i>6.30 pm</i>	<i>Grants Advisory Committee</i>
Thursday, 6 February	6.30pm	Planning Committee
<b>Monday, 2 March</b>	<b>6.30pm</b>	<b>COUNCIL</b>
Thursday, 5 March	6.30pm	Planning Committee

Thursday, 12 March	6.30pm	Audit Committee
Wednesday, 1 April	6.30pm	Planning Committee
<b>Monday, 20 April</b>	<b>6.30pm</b>	<b>COUNCIL</b>
Tuesday, 28 April	10.30am	Johnson Birthplace Advisory Committee*
Wednesday, 29 April	6.30pm	Planning Committee
<b>Monday, 11 May</b>	<b>6.30pm</b>	<b>ANNUAL COUNCIL</b>
<b>Wednesday, 20 May</b>	<b>7.30pm</b>	<b>ANNUAL TOWN MEETING</b>
Wednesday, 27 May	6.30pm	Planning Committee

\* Johnson Birthplace Advisory Committee to meet a maximum of 4 times per year, the remaining two dates to be scheduled as appropriate.

#### 109 OFFICERS' REPORT

The Mayor thanked the Civic Officer for her hard work on the recent charity events and Cllr Mrs J Eagland commented that her friends had thoroughly enjoyed the Charity Sunday Lunch. Cllr A Thompson was pleased that the Samuel Johnson Birthplace Museum had now extended its educational role, hosting a post graduate student for a placement. Cllr Dundas thanked the Open Spaces Officer for the excellent repair works to Bishops Walk and the Windings. Cllr A Smith commended the Guildhall Officer for her efficient organisation of his recent booking of the Guildhall and thanked the Premises Attendant for all his help on the evening of the event. The Mayor noted the appointment of two new Markets Officers and commented on the enthusiasm and energy they had brought to the post.

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

#### 110 DOVEHOUSE FIELDS – PROGRESS REPORT

Members considered the Open Spaces Officers report at Appendix 3.

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

#### 111 NALC SPRING CONFERENCE

Members considered the report from Councillor A Thompson report at agenda Appendix 4 which detailed the discussions at the NALC Spring Conference held on 11 February 2019.

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

#### 112 REQUESTS FOR FREE HIRE OF THE GUILDHALL AND MARKET SQUARE

Members considered two requests for a monetary grant to cover prevailing hire costs of Council facilities.

**RESOLVED: That the Council award a grant to the following organisations to cover the hire of the requested Council facilities;**

- a) *Open Door of Hope/Friends2Friends £70.00*
- b) *Dementia Friends £25.68*

#### 113 PAYMENT OF ACCOUNTS

**RESOLVED:** That payment of accounts be approved and confirmed as listed in Appendix 5 for the periods;

- a) 1 December 2018 to 31 December 2018 in the sum of £97,169.77 General Account, and £900.78 Imprest Account.
- b) 1 January 2019 to 31 January 2019 in the sum of £97,169.77 General Account, and £900.78 Imprest Account.

**114 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.

**115 BAD DEBT WRITE OFF**

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

**RESOLVED:** That bad debts totalling £47.00 be 'written off' as irrecoverable.

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

**MAYOR**