

For Council 18 June 2018: APPENDIX 4

Lichfield City Council

Minutes of the Meeting of the Neighbourhood Plan Implementation Working Party (NPIWP) held in the Ashmole Room at Guildhall, Lichfield, on Monday 4 June 2018 at 7.00pm

PRESENT: Councillors D Dundas (Chairman), Mrs S James and Miss J Marks

APOLOGIES: Councillors Mrs D Baker, P Ray and A Thompson.

The Chairman welcomed attendees to the first meeting of the NPIWP and a general discussion was held on the opportunities presented by CIL.

1. TERMS OF REFERENCE

The NPIWP reviewed their Terms of Reference as approved by Council on 23 April 2018.

RESOLVED: That the Terms of Reference be noted.

2. CIL ALLOCATION, GUIDANCE AND RECOVERY

The NPIWP considered the Town Clerk's report at agenda appendix 2. The Working Party asked the Town Clerk to obtain a forecast from Lichfield District Council as to the amount of CIL monies the City Council could expect to receive in the coming months and years based on the District Council's forecasts for development in the City.

RESOLVED: That the report be noted and the Town Clerk contact Lichfield District Council to obtain a CIL forecast.

3. MANAGEMENT OF CIL FUNDS RECEIVED

The Town Clerk confirmed that CIL funds would be banked alongside general City Council funds but would be recorded under their own budget heading. Reporting and auditing of this budget would be along the same lines as all other City Council budget heads. All CIL monies must be spent within five years of receipt and the City Council must provide a yearly report by 31 December to Lichfield District Council detailing the projects the money has been used for.

4. PROJECTS THE WORKING PARTY MAY WISH TO SUPPORT

The Working Party discussed in both broad and specific terms some of the projects that it felt would be appropriate to benefit from the City Council's CIL allocation. These included:

- Improving accessibility to the Samuel Johnson Birthplace Museum.
- Supporting the Canals Trust with the improvements to the Lichfield and Hatherton Canal including the installation of a culvert.
- Improvements to the City Council's Community halls.
- Updating and improving tourist information boards and signage around the City.
- Improvements to Sandfields Pumping station.
- Investigate improvements to car parking facilities.
- Facilitating other developments such as community centres/health centres.

RESOLVED: That the Town Clerk confirm the appropriateness of these suggestions with the Charging Authority subject to such confirmation the improvements to the SJB (including the possible rental of the neighbouring property) should be considered as the first priority and the Town Clerk to report back to the Working Party at its next meeting.

5. CONTRIBUTION FROM THE COMMUNITY

The Working Party discussed how best to seek and obtain suggestions from the community in regard to CIL allocation. The Working Party also considered the suggestions contained within the Civic Society's communication at agenda appendix 3. The Working Party agreed that clarity should be sought from Planners as to whether the proposals made were viable within the current development proposals.

It was agreed that community input was welcomed and should be further sought once the Working Party was aware of the forecast CIL income and the view of the Charging Authority as to its suggestions (points 2 and 4 above). This would allow consultation to take place based on a sound knowledge of available monies and acceptable spend.

RESOLVED:

- a) That the Town Clerk respond to the Civic Society thanking them for their submissions and to send a copy of the report to the Planning department at Lichfield District Council to enquire if there are any provisions already in place for these proposals.***
- b) That the matter of public consultation be discussed further at the next meeting pending responses from the Charging Authority.***

6. DATE AND TIME OF NEXT MEETING

September 2018, date and time to be agreed pending receipt of information requested for the next meeting.

**THERE BEING NO FURTHER BUSINESS
THE CHAIRMAN DECLARED THE MEETING CLOSED AT 8.20PM**