

# For Council 28 January 2019: APPENDIX 1

## 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 7 January 2019 at 6.30pm

**PRESENT:** Councillors D Dundas (Chairman), Mrs D Baker, Mrs S James, Miss J Marks, P Ray and A Thompson.

**APOLOGIES:** None

#### 9. MINUTES

**RESOLVED:** *That the minutes of the NPIWP meeting held on 29 August 2018 be confirmed as a correct record.*

#### 10. MATTERS ARISING

Cllr Baker asked if a response had been received as to why CIL monies could be used to create access but not to facilitate repairs. The Deputy Town Clerk reported that LDC had confirmed that CIL monies could not be used for repairs as repair work is likely to be required on a regular basis and would therefore create an ongoing maintenance obligation.

**RESOLVED:** *That the District Council's comments be noted.*

#### 11. CIL MONIES RECEIVED, COMMITTED AND FORECAST

Cllr Dundas wished to make the Committee aware that payment of CIL monies to the District Council by developers will not occur until a proportion of houses have been sold and that there could be an issue with how quickly LCC receives said CIL monies. Cllr Dundas also commented that new flats and apartments were not subject to CIL and that this could not be changed until the District Council had completed the review of their Local Plan

**RESOLVED:** *That Cllr Dundas comments be noted and the amount of CIL monies received, committed and forecast also be noted.*

#### 12. UPDATE ON CITY CENTRE SIGNAGE – WELCOME TO LICHFIELD INFORMATION BOARDS.

The Deputy Town Clerk informed members that the City Council had been invoiced for the new Welcome to Lichfield information boards but that they had not yet been installed. Members commented that they would like clarification as to the content of the boards.

**RESOLVED:** *That the Deputy Town Clerk contacts the District Council to confirm an installation date and clarify the content of the boards.*

#### 13. EV CHARGING SIGN FOR FRIARY OUTER MULTI-STOREY CAR PARK

Cllr Dundas reported to the Committee that he had discussed the District Council Officers response with Cllr Pritchard also from the District Council. Cllr Pritchard has given assurances that a sign will be erected.

**RESOLVED:** *That Cllr Dundas comments be noted.*

#### 14. PAINTING OF LIGHT COLUMNS

Members noted the report regarding the painting of light columns. Cllr Dundas commented that many of the un-galvanised light columns inside the conservation area had not been painted. However members identified those in the City Centre as priority to be painted. Cllr Thompson commented that LCC should also identify the number of light columns on its own footpaths which required painting. Cllr Baker noted that the lights on the footpath to King Edwards school

and the Gazebo had not been working for considerable time and asked the Committee to establish who was responsible for this footpath with a view to resolving the issue.

**RESOLVED: That**

- a) **Staffordshire County Council be contacted to ask why light columns in the conservation area had not been painted.**
- b) **The Deputy Town Clerk to confirm the number of light columns on LCC footpaths which required painting.**
- c) **The number of light columns in the City Centre requiring painting to be identified by the survey U3A conduct.**
- d) **Ownership of the footpath to King Edwards School to be established.**

**15. STREET FURNITURE SURVEY – U3A**

The University of the Third age (U3A) has volunteered to survey the street furniture of the City to establish the condition and identify repairs. Cllr Dundas reported to members that he was devising a worksheet to aid U3A members conducting the survey and that it was hoped the survey would be completed by April. Members requested that the survey also include light columns.

**RESOLVED: That the Working Party accept U3A's offer of assistance and Cllr Dundas issue a worksheet to U3A as soon as it is completed so the survey may be actioned.**

**16. ACTION PLAN AND FUTURE PROJECTS**

Members considered a number of projects and identified an action plan in order of priority as detailed in Enclosure 1 of these minutes. Cllr Dundas informed members that he and Cllr Ray had approached Cllr Wilcox and Cllr Pritchard at LDC with a view to holding a joint event to promote Lichfield to businesses and developers from outside the City in the hope that they would consider Lichfield as a base for their operations.

**RESOLVED; That the Working Party agree an action plan in order of priority as detailed in Enclosure 1 and that the action plan form a standing agenda item at future meetings.**

**17. PUBLIC CONSULTATION**

The Deputy Town Clerk informed members that further to minute 6(b) of the Committee meeting held on 29 August 2018 an article was placed in the City Council's Newsletter and published in the November issue of City Life magazine, inviting suggestions from the community in regard to CIL allocation. No responses had been received.

**RESOLVED: That the Deputy Town Clerks comments be noted.**

**18. DATE AND TIME OF NEXT MEETING**

Monday 15 April at 6:30pm.

**THERE BEING NO FURTHER BUSINESS  
THE CHAIRMAN DECLARED THE MEETING CLOSED AT 8.17PM**

**ENCLOSURE 1: NPIWP ACTION PLAN AND PRIORTIES**

| ACTION IN ORDER OF PRIORITY  | COMMENTS   | TIMESCALE   |
|--|--|---|
| Street Furniture Survey  | To be conducted by U3A.<br><br>Survey to include; <ul style="list-style-type: none"> <li>• All street furniture</li> <li>• Lighting Columns, identifying those requiring painting.</li> <li>• Signage</li> <li>• Fingerposts</li> <li>• Flower Planters</li> </ul> | To be completed before the next NPIWP on 15 April |
| Promoting Lichfield to developers and Businesses                         | Cllr Dundas informed members that he and Cllr Ray had approached Cllr Wilcox and Cllr Pritchard at LDC with a view to holding a joint event. The Committee asked that their enthusiastic support for this project be noted. .                                      | TBC   |
| Reinstating the Clock in Chancellor Law's Mausoleum at St Michael's      | Enquiries have already been made with Clock makers, Smiths of Derby.   | TBC   |
| Repainting of Railway Bridge on Upper St John Street.                    | Ownership to be confirmed before project can be progressed   | TBC   |
| Publication of new Lichfield Map to be sold by Lichfield City Council    | It is believed that LDTA is already working on a similar project, this is to be confirmed before progressing further   | Update to be given at the next NPIWP meeting.     |
| Painting of hoardings around the now demolished Ford Garage.             | Confirmed that LCC cannot carry out this task. LCC councillors to continue to lobby LDC to action as soon as possible  | TBC   |
| Signs in the City Centre indicating walking direction to named carparks. | Enquiries to be made if direction signs to named carparks and public toilets could be added to the current fingerposts.  | TBC   |
| Possible refurbishment of Welcome to Lichfield Signs                     |  | TBC   |

***The Following Projects To Be Kept In Abeyance Until Completion Of Above Priorities;***

- Contributions to the Canals Trust tunnel project
- Improvement to Lichfield City Council Community Halls
- Additional 20mph signs in North Lichfield

***The Following Projects Were Identified As Not Appropriate use of CIL Monies or could be funded by alternative means;***

- Construction of new a Health Centre
- Supporting the rebuild of 7th Lichfield Scouts Hut
- Construction of a new Community Hall
- Hop on Hop Off Bus
- No Cycling Signs on LCC footpaths (it was agreed to investigate if the potential cost of this project could be allocated from LCC's central budget).