

For Council 23 APRIL 2019: APPENDIX 3

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 15 April 2019 at 6.30pm

PRESENT: Councillors D Dundas (Chairman), Mrs D Baker, Mrs S James and A Thompson.

APOLOGIES: Councillors. Miss J Marks and P Ray

19. MINUTES

RESOLVED: That the minutes of the NPIWP meeting held on 7 January 2019 be confirmed as a correct record (Minutes adopted by Council on 28 January 2019).

20. MATTERS ARISING

The Committee provided an update on the Action Plan and Priorities detailed in Enclosure 1 of these minutes.

RESOLVED: That the Working Party update the action plan as detailed in Enclosure 1 and that the action plan form a standing agenda item at future meetings.

21. CIL MONIES RECEIVED, COMMITTED AND FORECAST

Members were asked to note that the City Council has received £29,666 in CIL monies, £15,741 of which is currently committed. Of this £15,741, £14,112 has been invoiced and a further £1,629.00 is committed but unspent (Minute 23 provides further detail).

As previously reported, no CIL monies were transferred in October 2018 but LCC is due to receive **£7,630.07** of CIL from the Wissage Lane residential development in April 2019 and then another instalment (from the same site) of **£7,630.07** in October 2019. The current CIL balance is therefore £15,554.18 (of which £1629.00 is committed), with a further £15,260.14 currently payable.

RESOLVED: That the updated CIL commitments and forecast receipts be noted.

22. CIL REPORT TO CHARGING AUTHORITY

Members considered the City Council's CIL report for 2018-19 at agenda Appendix 1, submitted to the District Council (as the charging authority) on 1 April 2019.

RESOLVED: That the CIL report be noted.

23. CITY CENTRE SIGNAGE – WELCOME TO LICHFIELD INFORMATION BOARDS

Following a recommendation from this Working Party, the City Council resolved that approximately £14,000+VAT of City Council CIL receipts be allocated to the provision of improved signage within Lichfield City. A further £1629.00 was allocated to fund an additional sign at Lichfield City station at the Council meeting of 10 September 2018, again following a recommendation from this Working Party. Eight signs were installed within the City during February 2019. Proposals for the signs for the railway stations are still being finalised by LDC.

Cllr Thompson expressed his disappointment as to the content of these information boards as they do not direct visitors to the Market Square, the Samuel Johnson Birthplace Museum or St Marys.

RESOLVED: That the update be noted.

24 CURBOROUGH COMMUNITY CENTRE

The working party were asked to consider two separate projects being undertaken at Curborough Community Centre

Firstly, the replacement of the outer wooden doors for which the City Council has allocated £11,000 as part of its 2019/20 repair and renovation programme. Councillor Dundas informed members of the Committee that a quotation had been received to the appropriate specification and that a further two quotations have been requested but not yet received.

Secondly, the CCTV installation at Curborough is ageing and needs replacing. Councillor Dundas informed members of the Committee that Curborough Community Centre was in receipt of a grant of £3,000 from the Police and Crime Commissioner towards a new CCTV system which will cost a total of £6,000.

RECOMMENDATION TO COUNCIL: That CIL monies to the value of approximately £3,000 be allocated towards the cost of replacing the CCTV system at Curborough Community Centre.

25. STREET FURNITURE SURVEY – U3A

The Street survey is currently underway. The Chairman reported that he receives regular updates from the U3A and approximately 30 out of a total of 70 Streets have now been surveyed.

RESOLVED: That upon completion the results of the survey be collated, and an action plan agreed, and the best thanks of the Working Party be passed on to U3A for their work to date.

26. CITY CENTRE PLAQUES

The Civic Society has expressed the desire for CIL monies to be allocated to the repair and renovation of City Centre plaques. The Committee considered the report compiled by the Civic Society at agenda Appendix 2 and noted the quotation of £13,500 received in 2012 for repair/replacement of all plaques.

RESOLVED; That

- a) The Working Party are minded to recommend an allocation of a small proportion of CIL monies for the refurbishment of City Centre plaques upon the completion of the Street Survey at the end of May***
- b) That the Civic Society provide the Working party with a further list of plaques in order of priority.***
- c) That the Deputy Town Clerk write to the Civic Society to advise them of the Working Party's decision and request a priority list.***

27. PROMOTING LICHFIELD TO DEVELOPERS

The Committee noted the comments from the charging authority that a promotion event of this nature would not be appropriate use of CIL monies, however members felt that this was still an excellent idea which should be progressed by Council. The Committee agreed that this item should be removed from the NPIWP Action plan.

RECOMMENDATION TO COUNCIL: That the City Council considers whether it wishes to progress this project, and if it does, how best to do so.

28. 0% CIL CHARGING ON APARTMENTS

The Working Party questions the 0% CIL charge that currently applies to apartments and seeks to petition the charging authority to raise this charge. The Working Party also disputes the number of apartments that are needed in the City.

RECOMMENDATION TO COUNCIL: That the City Council petition the charging authority to revise the 0% CIL charge for apartments in the City; and that a formal letter be sent to the District Council requesting the CIL charge for apartments be reconsidered in the current Local Plan revision process.

28. DATE AND TIME OF NEXT MEETING

Wednesday 17 July at 6:30pm.

29. ANY OTHER BUSINESS

Cllr Mrs D Baker extended the thanks of the Committee to the Chairman and the Deputy Town Clerk for all their hard work.

**THERE BEING NO FURTHER BUSINESS
THE CHAIRMAN DECLARED THE MEETING CLOSED AT 7.30PM**

ENCLOSURE 1: NPIWP ACTION PLAN AND PRIORTIES

Updated 15.4.19

ACTION IN ORDER OF PRIORITY		COMMENTS	TIMESCALE
Street Furniture Survey		To be conducted by U3A. Survey to include; <ul style="list-style-type: none"> • All street furniture • Lighting Columns, identifying those requiring painting. • Signage • Fingerposts • Flower Planters 	On going to be completed by the end of May.
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. .	To be removed from the action plan as not appropriate use of CIL monies. The Working Party asks that Council progress this project.
Reinstating the Clock in Chancellor Law's Mausoleum at St Michael's		Enquiries have already been made with Clock makers, Smiths of Derby.	Open Spaces Officer to request quotation from Smiths of Derby and make enquiries with the Heritage Officer regarding the feasibility of this project. The Deputy Town Clerk to report back to the NPIWP at its next meeting on 17 July 2019.
Repainting of Railway Bridge on Upper St John Street.		Ownership to be confirmed before project can be progressed	The Chairman reported that the bridge belongs to Network Rail and requested that a letter be sent to establish when the repainting will be carried out.
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	As a representative on the LDTA, Cllr Mrs S James will make enquires if this project is already being worked on and report back to the NPIWP at the next 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	Cllr Mrs D Baker reported that a working Party has now been set up at LDC to pursue this. LCC Cllrs to lobby LDC to action as soon as possible

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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.	Await completion of the Street Furniture Survey by U3A at the end of May which is likely to identify some of this signage
Possible refurbishment of Welcome to Lichfield Signs			Await completion of the Street Furniture Survey by U3A and if Welcome to Lichfield Signs are not identified then they can be included in the survey appropriate action taken.

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
- Hop on Hop Off Bus