

**Lichfield City Council**

**Minutes of the Meeting of the Neighbourhood Plan Implementation Working Party (NPIWP)  
held in the Ashmole Room at Guildhall, Lichfield,  
on Wednesday 8 January 2020 at 6.30pm**

**PRESENT:** Councillors D Dundas (Chairman), C Ball, Mrs G Boyle, J Checkland and M Trent.

**APOLOGIES:** None received.

**51. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION**

Councillor C Ball declared an interest under Appendix B of the City Council Code of Conduct with respect to agenda item 9, Curborough Community Centre.

**52. MINUTES**

**RESOLVED:** *That the minutes of the NPIWP meeting held on 2 October 2019 be confirmed as a correct record (Minutes adopted by Council on 21 October 2019).*

**53. MATTERS ARISING**

Cllr Trent asked for an update regarding the extension of the footpath on Bishops Walk. The Deputy Town Clerk reiterated that the City Council had recently retarmacked sections of this footpath at a cost of £4,320 as part of the 2019/20 Repair and Renewals programme. Cllr Dundas suggested replanting as an alternative and asked the Deputy Town Clerk to liaise with the Open Spaces Officer to investigate this option and report back to the Committee at its next meeting on 15 April 2020.

**54. CIL MONIES RECEIVED, COMMITTED AND FORECAST**

Members considered CIL commitments, balances and forecast as detailed at Agenda Appendix 1.

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

**55. U3A STREET FURNITURE SURVEY - UPDATE**

The Working Party considered the update and the outcomes from the Curborough survey. The Deputy Town Clerk updated the Working Party as to the outcomes of the Boley Park/Pentire Road survey which had recently been received.

**RESOLVED:**

- a) *That the update be noted.*
- b) *That the Deputy Town Clerk write to Ward Councillors requesting they submit their priority list from the Street Survey by 31 January 2020*

**56. CONVERSION OF LCC OWNED STREET LIGHTING TO LED**

Members considered the agenda report requesting consideration of the allocation of approximately £8,000 of CIL monies to facilitate the early completion of the City Council's project to convert LCC owned street lighting to LED.

**RECOMMENDATION TO COUNCIL:** *That approximately £8,000 of CIL monies be allocated to the replacement of LCC owned SOX/SON street lighting with LED alternatives in order to facilitate early completion of the project.*

**57. CITY CENTRE PLAQUES**

Members were advised that following considerable discussion with the Conservation Officer and contractor, Leandor, it has been agreed that the 'test' plaque is to be the Stowe Gate Plaque on Lombard Street. The contractor is preparing a method statement and timescale for the Conservation officer to approve and an initial site visit has taken place.

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

**58. CURBOROUGH COMMUNITY CENTRE**

At its meeting of 8 April 2019 the Working Party made a recommendation to Council that a sum of £837.24 be allocated from the City Council's CIL funds to contribute towards the cost of the replacement outer doors at Curborough Community Centre, which was then budgeted at approximately £12,000. As a result of additional costs, the Working Party was asked to consider the appropriateness of an additional allocation of £2,500 of CIL funds to meet a further percentage of the cost to supply the new doors. The Committee agreed to meet the additional costs on the understanding that this was a one-off gesture to support the additional costs incurred.

***RECOMMENDATION TO COUNCIL: That approximately £2,500 of additional CIL monies be allocated to the supply of the new doors at Curborough Community Centre.***

**59. ACTION PLAN UPDATE**

The Working Party considered the action plan; the updated document is included at **ENCLOSURE 1** to these Minutes.

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

Wednesday 15 April at 6:30pm.

**61. ANY OTHER BUSINESS**

**COMMENTS REGARDING PLANNING APPLICATION 18/01217/OUTFLM – CRICKET LANE**

The Chairman asked the Working Party to consider his written statement regarding the Cricket Lane Planning application; specifically, the height of the proposed buildings and nature of employment provided which appears to be in contravention of the aims of both the Local Plan and Neighbourhood Plan.

***RECOMMENDATION TO COUNCIL: That the City Council write to Lichfield District Council to express further concerns as to the height of the proposed buildings and nature of employment provided being in contravention of the aims of the Local Plan and Neighbourhood Plan. [Such concerns having previously been formally submitted to LDC following consideration of this matter by the City Council's Planning Committee]***

**THERE BEING NO FURTHER BUSINESS  
THE CHAIRMAN DECLARED THE MEETING CLOSED AT 8.10PM**

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

**Updated 8.1.20**

ACTION IN ORDER OF PRIORITY	COMMENTS	TIMESCALE
Street Furniture Survey	Completed survey received on 15 July 2019. Following Council resolution, it was agreed that Ward Councillors would identify potentially appropriate CIL spends and collate an Action Plan prepared in order of priority The Deputy Town Clerk reported that to date, only two Wards had submitted their Action Plans and as a result the relevant authorities had been contacted and made aware of the problems	At the request of the Chairman the Deputy Town Clerk to contact Councillors and ask them to submit their Wards Action plan to the Deputy no later than 31 January 2020.
Reinstating the Clock in Chancellor Law's Mausoleum at St Michael's	It was reported that due to the location of the Mausoleum a battery-operated clock would be required. The Committee felt that this would not be in keeping with the monument and therefore agreed not to pursue any further.	To be removed from the Action Plan
Repainting of Railway Bridge on Upper St John Street.	The Deputy Town Clerk informed the Working party that a response had now been received from Network Rail stating that regular repair works were carried out to the Bridge but there were no plans to re-paint it	To be removed from the Action Plan
Publication of new Lichfield Map to be sold by Lichfield City Council	Cllr Jones was not present at the meeting so no update could be reported.	The Deputy Town Clerk to contact Cllr Jones to request an update.
Signs in the City Centre indicating walking direction to named carparks.	The Deputy Town Clerk has tried once again to consult with Lichfield District Council regarding the feasibility of this and a request for an update has been made.	The District Council have provided no timescale for this project
Contributions to the Canals Trust	At its meeting on 21 October 2019 the City Council resolved; <b><i>'That £10,000 of CIL monies be allocated to the Lichfield and Hatherton Canals Trust for use on a specific projects; the use of funds to be easily evidenced to allow for reporting of CIL spend to LDC'</i></b>	The Deputy Town Clerk reported that to date invoices totalling £2,626.40 had been received from the Canals trust for use on specific projects.
Improvement to Lichfield City Council Community Halls	The chairman commented that repair works were required to the annex at Cruck House The Deputy Town Clerk reported that a Quinquennial report of Cruck House had been carried out in May 2019 which identified £5,000 of urgent repairs. The report identified a further £20,000 of priority improvements/ repairs which were required the funds for which have	The Deputy Town Clerk to confirm if the annex at Cruck House is included in the schedule of repairs.

	been allocated in the City Councils draft 2020/21 budget	
Additional 20mph signs in North Lichfield	At the request of Cllr Ball this has been reinstated onto the action plan following representations from his constituents.	Cllr Ball agreed to provide details of his concerns to the Deputy Town Clerk who would then forward to Staffordshire County Council Highways.