

Lichfield City Council

Minutes of the Meeting of Lichfield City Council held in Guildhall, Lichfield on Monday 6 December 2021 at 6.30pm

PRESENT: Councillors R Yardley (Mayor), J Anketell, H Ashton, Mrs D Baker, C Ball, Mrs G Boyle, J Checkland, Mrs J Eagland, M Field, C Greator, I Jackson, P Jones, A Lax, Miss J Marks, T Matthews, P McDermott, C Rapley, D Robertson, A Smith, J Smith, C Spruce, and M Warfield.

APOLOGIES: Councillors D Dundas, Mrs J Greaves, P Ray and M Trent.

A MINUTE'S SILENCE WAS HELD IN MEMORY OF FORMER CITY COUNCILLOR, MAYOR & SHERIFF MR. BRIAN BACON WHO DIED DURING THE NIGHT OF 18 NOVEMBER 2021

59 MAYOR'S ANNOUNCEMENTS

The Mayor reported on recent engagements including attending the Cathedral to Castle run, a memorial service at the Cathedral for victims of Covid, the opening of a new history block at King Edwards VI school and a Scouts award ceremony. The Mayor also reminded members of his forthcoming carol service to be held at the Guildhall on 7 December.

60 DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION

Councillors J Anketell, M Field, C Ball and D Robertson declared an interest in item 17 (Curborough Community Centre) under Appendix B of the City Council's Code of Conduct as members of Fusion Credit Union. Cllr Robertson also declared an interest in this item as a member of Curborough Community Association, again under Appendix B of the Code of Conduct.

61 COUNCIL MINUTES

RESOLVED: *That the Minutes of the Council Meeting held on 20 September 2021 (Nos 45-58) be confirmed and signed as a correct record.*

62 MATTERS ARISING

None.

63 PLANNING COMMITTEE (DELEGATED AUTHORITY)

RESOLVED: *That comments submitted to Lichfield District Council for the period 9 September 2021 to 3 November 2021 and made in the name of LCC via delegated authority, be received.*

64 MARKETS WORKING GROUP (MWG)

Members considered the minutes of the meeting of the MWG held on 6 October 2021 and the recommendation to allocate approximately £3,500 of income received from the sale of stalls/trailers to replace sanitary fittings and install an outside tap at the Market Square toilet block, plus the proposed Pool Walk stall layout plan and associated charging regime as detailed in the agenda report. Councillor D Baker congratulated the MWG on their efforts to date.

RESOLVED: *That the Minutes and recommendations of the MWG meeting held on 6 October 2021 be adopted.*

65 JOHNSON BIRTHPLACE ADVISORY COMMITTEE (JBAC)

Members considered the Minutes and recommendations of the JBAC meeting held on 2 November

2021. Members' particular attention was drawn to Minute number 6; the request for phase 2 of the redevelopment works to the Museum (approximately £75,000) to be included within the City Council's draft 2022/23 Repairs and Renewals programme.

RESOLVED: That the minutes and recommendations of the JBAC meeting held on 2 November 2021 be adopted.

66 AUDIT COMMITTEE

Members considered the minutes of the meeting of the Audit Committee held on 2 December 2021. The Minutes included a recommendation for the adoption of a new Debt Recovery Policy and Risk Register

RESOLVED: That the Minutes and recommendations of the Audit Committee meeting held on 2 November 2021 be adopted.

67 FINANCIAL PROGRESS REPORT – SIX MONTHS

Members considered the Financial Progress report. Councillor Spruce commented that this had been a difficult budget to set but progress against budget was encouraging. Councillor C Greateorex stated that performance against budget was encouraging, demonstrating residents and visitors returning to venues as COVID restrictions ease. Councillor Greateorex also commented on the Repairs and Renewals work that is being undertaken and the positive impact of that work on LCC buildings and their users. Councillor D Robertson asked that the forecast underspend be considered closely when setting budgets for 2022/23.

RESOLVED That the report be noted

68 OFFICERS REPORT

Councillor C Greateorex congratulated the Civic team for their busy series of events during November and congratulated the Open Spaces Officer on his efforts to date; The Mayor, and Councillors Miss J Marks, A Lax and D Robertson echoed the positive comments to the Open Spaces Officer. Councillor A Lax congratulated the Deputy Town Clerk for her efforts during the absence of the Civic Officer.

RESOLVED: That the report be noted.

69 DARWIN HALL – MANAGEMENT COMMITTEE ARRANGEMENTS

Members considered the Town Clerk's agenda report detailing recent changes to the Management Committee structure and asking for consideration as to whether an LCC representative should be appointed to this body at this time to fill the current vacancy. Councillors A Smith and D Baker spoke about the positive impacts the retiring Committee members have had on the Hall. Councillor J Checkland echoed these comments and welcomed the new Committee members. Councillor C Spruce said he was delighted that new volunteers had come forward to run the Hall and take it forward in the future.

RESOLVED:

a) The Council note the changes to the officer structure of Darwin Hall Community Association

b) The best thanks of the Council be given to Sally Gilbert and Iain Eadie for their many years of dedicated service to the Committee and to Darwin Hall in the roles of Chair and Treasurer respectively.

c) Councillor P Jones be appointed as Darwin Hall Community Association Trustee and Company Director to fill the position vacated by Councillor A Smith.

70 PAYMENT OF ACCOUNTS

RESOLVED: *That payment of accounts be approved and confirmed for the periods:*

- *1 August 2021 to 31 August 2021 in the sum of £72,710.33 General Account, and £457.73 Imprest Account.*
- *1 September 2021 to 30 September 2021 in the sum of £96,612.30 General Account, and £736.94 Imprest Account.*
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71 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.*

72 STAFFING COMMITTEE

Members considered the minutes of the meeting of the Staffing Committee held on 20 October 2021. Members' particular attention was drawn to the recommendations to Council as contained at Minute numbers eleven, twelve and thirteen.

RESOLVED: *That the Minutes and recommendations of the Staffing Committee meeting held on 20 October 2021 be adopted.*

73 CURBOROUGH COMMUNITY CENTRE

Members considered the Town Clerk's confidential agenda report which detailed proposed arrangements for a 'Licence to occupy' at Curborough Community centre and also details of Curborough Community Association's transition to a Charitable Incorporated Organisation (CIO) and the requirement to reassign the existing lease of Curborough Community Centre in due course.

Councillor D Robertson spoke in favour of the 'Licence to Occupy' proposal, stating it is part of Curborough Community Association's desire for the Centre to be a hub for North Lichfield. Councillor C Greatorex echoed these comments. Councillor J Smith asked whether other female toilet facilities were available in the building; it was confirmed by Councillor D Robertson that other facilities would be available *[it should perhaps be noted that a 'licence to occupy' prevents sole occupation; the toilets in question cannot therefore be for the exclusive use of Fusion Credit Union].*

RESOLVED:

a) Licence to Occupy: *delegated authority be given to the Town Clerk in consultation with the Leader of the Council to give permission for the Licence to Occupy to be entered into; permission to not be given until such time as legal advice is that the licence as drafted is appropriate for LCC to approve.*

b) Existing lease between Curborough Community Association and LCC: *Delegated authority be given to the Town Clerk in consultation with the Leader of the Council to assign the lease of Curborough Community Centre to the new Charitable Incorporated Organisation; such authority to be dependent upon the successful application for the existing Curborough Community Association to become a CIO, and confirmation from the City Council's solicitors that it is appropriate for the City Council to proceed in this manner following consideration of the related documentation.*

THERE BEING NO FURTHER BUSINESS THE MAYOR DECLARED THE MEETING CLOSED AT 7.09PM

MAYOR