



Lichfield City Council

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Town Clerk: Christopher M Moulton

17 October 2016

Public

To: Members of Lichfield City Council

Dear Councillor

You are hereby summoned to attend a meeting of **Lichfield City Council** to be held in the Guildhall, Lichfield, on **Monday, 24 October 2016 at 6.30 pm** at which the following business will be transacted.

Yours sincerely

Christopher Moulton
Town Clerk

Please note that **PRAYERS** will be said at 6.28pm before the opening of the meeting.

AGENDA

1. **APOLOGIES FOR ABSENCE**
2. **MAYOR'S ANNOUNCEMENTS**
3. **DECLARATIONS OF INTEREST**
4. **COUNCIL MINUTES**
To confirm as a correct record the Minutes of the Council Meetings held on 14 September 2016 (Nos 45 - 56), and 28 September 2016 (No. 57) (**copies ATTACHED**)
5. **MATTERS ARISING ON COUNCIL MINUTES**
6. **PLANNING COMMITTEE**
The Chairman of the Planning Committee to move that the Minutes of the Planning Committee Meetings held on 1 September and 21 September 2016 be received (copies previously circulated).
7. **TO ANSWER QUESTIONS UNDER STANDING ORDER 8(2) IF ANY**

THE MEETING TO ADJOURN FOR PUBLIC FORUM

8. NEIGHBOURHOOD PLAN COMMITTEE

To note and adopt the Minutes of the Neighbourhood Plan Committee meeting held on 19 September 2016 (**copy ATTACHED**).

9. JOHNSON BIRTHPLACE ADVISORY COMMITTEE

To note and adopt the Minutes and recommendations of the Johnson Birthplace Advisory Committee meeting held on 4 October 2016 (**copy ATTACHED**).

10. OFFICERS' REPORT

To receive the Officers' Report, **APPENDIX 1** attached

RECOMMENDED: That the Report be noted.

11. STAFFORDSHIRE PARISH COUNCILS ASSOCIATION (SPCA) AGM

Members are advised that the SPCA AGM will this year be held on the evening of **Monday, 5th December 2016** at Staffordshire Place One, Tipping Street, Stafford, commencing at 6.45pm. This will be the 77th AGM of the Association and the agenda together with copies of the Association's Annual Report, will be available shortly.

12. NEIGHBOURHOOD PLAN LEGISLATION UPDATE

Neighbourhood Planning Bill 2016-17

Members will be aware of the Neighbourhood Planning Bill introduced into the House of Commons on 7 September 2016, which had its second reading on 10 October.

Specifically in regard to Neighbourhood Planning, the Bill contains provision to:

- Require Local Planning Authorities (LPA's) and others who decide planning applications to have regard to neighbourhood plans that have been independently examined once the decision has been taken to put the plan to a referendum;
- Give neighbourhood plans that have passed each applicable referendum full legal effect at the earliest opportunity;
- Introduce a process for modifying neighbourhood plans that is proportionate to the changes proposed;
- Clarify the procedure for modifying the boundary of a neighbourhood area without affecting existing neighbourhood plans or Orders;
- Require LPA's to publish policies on the advice or assistance they will give to neighbourhood planning groups;
- Require LPA's to set out how they would involve communities in the earliest, stages of their plan-making activity

A copy of the Bill can be viewed here:

http://www.publications.parliament.uk/pa/bills/cbill/2016-2017/0061/cbill_2016-20170061_en_1.htm

Housing and Planning Act 2016

Following consultation earlier in 2016, the government has now introduced regulations to speed up and simplify the neighbourhood planning process. The main points are as follows:

- Time periods have been introduced for key local authority decisions such as designating neighbourhood forums, sending a plan or Order to referendum and bringing a neighbourhood plan or Order into force;
- The LPA must designate the whole of a neighbourhood area applied for in certain cases: where the application is for the whole of a parish, or where the time limit for a decision has expired (13 weeks in most cases, 20 weeks for areas covering more than one local authority);
- A new power for the Secretary of State to intervene and decide whether an order or plan proposal should advance to referendum, where there is a difference of opinion between a qualifying body and local authority.

The new regulations are explained more fully in Part Six of the Act, a copy of which can be viewed here: <http://www.legislation.gov.uk/ukpga/2016/22/part/6/enacted>

RECOMMENDED: That the report be noted.

13. **AUDIT OF ACCOUNTS 2015/16**

To note that the audit of accounts for the year ending 31 March 2016 was completed on 28 September 2016. The external auditor, Grant Thornton, has issued an unqualified report confirming that there are **no** matters which it wishes to draw to the attention of the Council.

The report states that:

“on the basis of our review, in our opinion the information in the annual return is in accordance with proper practices and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.”

The Notice of Conclusion of Audit has consequently been published.

RECOMMENDED: That the report be noted.

14. **PAYMENT OF ACCOUNTS**

To confirm payments as listed in the attached schedule (**APPENDIX 2**) for the period 1 August 2015 to 31 August 2015 in the sum of £116,234.76 General Account, and £1,592.95 Imprest Account.

15. **EXCLUSION OF THE PRESS AND PUBLIC**

To Resolve: 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.

16. **STAFFING COMMITTEE**

To adopt the Minutes and recommendations contained in the Minutes of the Staffing Committee meeting held on 3 October 2016, **APPENDIX 3** (attached for members).

17. **TENDERS COMMITTEE**

To adopt the Minutes and recommendations of the Tenders Committee meeting held on 17 October 2016 in respect of the tenders received for the repair to the ‘stairwell’ area of the Guildhall roof, and the conversion of part of the basement of Donegal House into WC’s and a kitchenette, **APPENDIX 4** (attached for members).

**PUBLIC PARTICIPATION SESSION
AT CITY COUNCIL MEETINGS**

Residents of Lichfield City have an opportunity to speak at each full City Council meeting. This brief Guide sets out the procedure to be followed.

1. The public participation session will usually be held after the seventh item on the agenda – this will usually be about 5 to 10 minutes into the meeting.
2. The public participation session will last for up to 15 minutes at which residents of the City can ask the Council a question (or make a statement).
3. You must give advance notice **not later than NOON** on the day of the meeting, with brief details of the statement / question to be asked – we need to know what your question is so that we can provide as full an answer as possible. Forms are available and we would ask you to call in person at the Council Offices at Donegal House, Bore St so that your question/statement can be duly receipted.
4. Your statement/question must relate to a matter of special relevance to Lichfield City area, or within the responsibility of the City Council.
5. Matters relating to the conduct of any individual councillor or member of staff will not be allowed – in such circumstances you should write to the Council.
6. At the Council meeting statements/questions will be taken in the order in which they have been received. You will be allowed up to 5 minutes, and you can raise more than one issue within the overall limit of 5 minutes allowed to you, but you must have given advance notice of each statement/question.
7. After each speaker, the Leader of Council (or his/her representative) will respond, or give notice that he/she will provide a written response as soon as possible.

If a written answer is to be given, this will be sent to you at your stated address, and a copy will be made available for public inspection at the Council Offices, Donegal House, Bore Street.

Lichfield City Council

Minutes of the Meeting of Lichfield City Council held in the Guildhall, Lichfield, on Wednesday 14 September 2016 at 6.30 pm

PRESENT: Councillors Mrs S James (Mayor) Mrs J Allsopp, R Awty, B Bacon, Mrs N Bacon, Mrs D Baker, Mrs G Boyle, J Brooks, B Cocksey, D Dundas, Mrs J Greaves, P Hitchman, T Matthews, D Smedley, C Spruce, M Thompson, Mrs L Warfield, M Warfield and R Yardley.

APOLOGIES: Councillors I Eadie, Mrs J Eagland (CD), C Greatorex, B McMullan, P Ray, A Smith and A Thompson.

The Mayor conveyed the condolences of the City Council to Councillor Mrs J Allsopp on the recent death of her husband, Mr Basil Allsopp.

45 MAYOR'S ANNOUNCEMENTS

The Mayor reported on a number of recent civic and other engagements attended; including the Annual Summer show at Curborough Community Centre on 20 August; the first meeting of the Business Cocktail Club on 23 August; the 'Thank You' tea at the Mansion House in London, where the City of Lichfield was formally thanked for its donation in 1666 of £239 18s towards the rebuilding of London following the Great Fire; and the Sheriff's Ride on 10 September.

46 DECLARATIONS OF INTEREST

None.

47 COUNCIL MINUTES

***RESOLVED:** That the Minutes of the Council Meeting held on 26 July 2016 (nos. 32-44) be confirmed and signed as a correct record.*

48 PLANNING COMMITTEE

***RESOLVED:** That the Minutes of the Planning Committee meetings held on 21 July and 11 August 2016 be received.*

49 OFFICERS' REPORT

Councillor D Dundas commended officers for a concise, informative and well-presented report, noting in particular the success of the Sheriff's Ride, the welcome appointment of Nick Burton to the position of Open Spaces Officer on a permanent basis, the update on the income levels from the Market and the continued importance of Twinning following the vote to leave the EU.

***RESOLVED:** That the Report as contained in Agenda Appendix 1 be received, and that officers be commended for their thorough and informative report.*

50 FREEDOM OF THE CITY – DMS WHITTINGTON

Councillor D Smedley provided an update to the City Council on the arrangements being made to grant the Freedom of the City to Defence Medical Services Whittington on 28 September 2016.

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

51 REPAIR AND RENOVATION PROGRAMME 2016/17 – PROGRESS REPORT

Councillor D Smedley provided an overview of the report, confirming that scheduled repairs were proceeding well, noting in particular the repair and associated cleaning of the stained glass window and the completion of the cleaning of the stonework to the front of the Guildhall.

***RESOLVED:** That the report as contained in Agenda Appendix 2 be noted.*

52 FINANCIAL PROGRESS REPORT – 1 APRIL to 31 JULY 2016

Councillor D Smedley provided an overview of the report. Councillor C Spruce asked that an additional column detailing projected spend be provided for future reports of this nature.

RESOLVED: *That the report be noted.*

53 MARKET TRADERS' LIAISON MEETINGS

The City Council thanked Councillor B Bacon for chairing the Market Traders' Liaison Committee. Councillor P Hitchman was nominated as the new Chair of the Committee.

RESOLVED: *That the thanks of the City Council are extended to Cllr B Bacon for his tenure as Chair of the Market traders' Liaison Committee, and that Councillor P Hitchman be appointed as his successor.*

54 NALC LARGER COUNCILS CONFERENCE

The Council noted the theme to be discussed at the annual NALC Larger Councils Conference to be held on Wednesday 30 November 2016 at the Royal National Hotel, London.

RESOLVED: *That Councillor A Thompson attend the NALC Larger Councils Conference on 30 November 2016; and that the Council meet the costs of the conference fee and related subsistence and travel expenses.*

55 PAYMENT OF ACCOUNTS

RESOLVED: *That payment of accounts be approved and confirmed as listed:*

- a) For the period 1 June 2016 to 30 June 2016 in the sum of £54,630.74 General Account, and £1,038.66 Imprest Account.*
- b) For the period 1 July 2016 to 31 July 2016 in the sum of £116,966.70 General Account, and £2,160.37 Imprest Account.*

56 LEASE OF FORMER CANAL LAND AT TAMWORTH ROAD TO THE LICHFIELD AND HATHERTON CANALS RESTORATION TRUST LIMITED

The Council considered the formal approach from the Lichfield and Hatherton Canals Restoration Trust (LHCRT) to lease a further area of public open space between Cricket Lane and the London Road Bridge, as shown on Agenda Appendix 5.

The Council noted the significant progress made by LHCRT in regard to the area along Tamworth Road to the East of Cricket Lane, which was leased to the Trust by the Council in 2006, and expressed its continued support for their endeavours.

A 40 year lease was discussed on terms to be agreed between the Council and the Trust, but at no less detailed than those already in existence in the current lease. This would allow both the existing and proposed lease to run concurrently and then coincide at an expiry date in 2056.

RESOLVED:

- 1. That in accordance with the provisions of the Local Government Act 1972, and the General Disposal Consent 2003, the Council advertise its proposals to grant a 40 year lease to the Lichfield and Hatherton Canals Restoration Trust for the purposes of restoring the former canal on land south of Tamworth Road (between Cricket Lane and London Road) as shaded on the plan at Agenda Appendix 5.*
- 2. That the Council consider any objections received following public advertisement prior to any decision confirming the lease of the land.*

THERE BEING NO FURTHER BUSINESS
THE MAYOR DECLARED THE MEETING CLOSED AT 6.58 PM

MAYOR

Lichfield City Council

**Minutes of the Special Meeting of Lichfield City Council held in the Guildhall, Lichfield,
on Wednesday 28 September 2016 at 12.30 pm**

PRESENT: Councillors Mrs S James (Mayor) Mrs J Allsopp, R Awty, B Bacon, Mrs N Bacon, Mrs D Baker, J Brooks, B Cocksey, D Dundas, I Eadie, Mrs J Eagland, Mrs J Greaves, D Leytham, Miss J Marks, D Smedley, C Spruce, A Thompson, M Warfield and R Yardley.

APOLOGIES: Councillors C Greatorex, P Hitchman, T Matthews, B McMullan, P Ray, A Smith, M Thompson and Mrs L Warfield

57 DEFENCE MEDICAL SERVICES, WHITTINGTON: FREEDOM OF THE CITY

Councillor D Smedley, Leader of the Council proposed a motion that Defence Medical Services, Whittington, consisting of the uniformed and civilian medical personnel from the Royal Navy, Army and Royal Air Force, who protect and restore the health of service personnel to ensure that they are medically fit to go where they are required in the UK and throughout the world, be granted the Honorary Freedom of the City of Lichfield. The motion was seconded by Councillor Mrs N Bacon, Deputy Leader of the Council, and it was;

RESOLVED UNANIMOUSLY: That we, the Mayor, Councillors and Citizens of the City of Lichfield do HEREBY CONFER by this Resolution and Deed upon: Defence Medical Services, Whittington the title of Honorary Freeman of the City in recognition of and appreciation for the importance of their work, and the exemplary way in which they carry out their pivotal role.

Wing Commander M J Harris, Commanding Officer DMS Whittington then signed the Roll of Freeman.

The Mayor then congratulated Wing Commander Harris and presented to him the framed illuminated scroll confirming the Freedom of the City to DMS Whittington.

Wing Commander Harris then responded accordingly, expressing his appreciation of the great honour which the Council had bestowed upon DMS Whittington.

**THERE BEING NO FURTHER BUSINESS
THE MAYOR DECLARED THE MEETING CLOSED AT 12.40 PM**

MAYOR



Lichfield City Council

Minutes of the Meeting of the Neighbourhood Plan Committee held in Committee Room 1 at Guildhall, Lichfield, on Monday 19 September 2016 at 3.00 pm

PRESENT: Councillors A Thompson (Chair), Mrs J Allsopp, Mrs D Baker, J Brooks, B Cocksey and M Warfield.

APOLOGIES: Councillor Mr I Eadie, Miss J Marks (CD), P Ray and M Thompson.

1. MINUTES

RESOLVED: *That the minutes of the meeting held on 18 May 2016 (adopted by Council on 22 June 2016) be confirmed as a correct record.*

2. CONSIDERATION OF FEEDBACK RECEIVED TO THE DRAFT NEIGHBOURHOOD PLAN PRE SUBMISSION CONSULTATION

The Chairman thanked all individuals and groups who responded to the consultation exercise. It was agreed that all public respondents receive an acknowledgement containing the thanks of the Committee for their valued input. A full list of responses received is provided below:

Response Number	Author	Statutory/Non-Statutory
1	Ms B Mears Breeze	Non-statutory
2	Environment Agency	Statutory
3	Mr T Galloway	Non-statutory
4	Birmingham CC - Planning	Statutory
5	Sport England	Statutory
6	Highways England	Statutory
7	Michael Fabricant MP	Non-statutory
8	Mr A Smith	Non-statutory
9	Councillor P Ray	Non-statutory
10	Coal Authority	Statutory
11	Historic England	Statutory
12	Councillor R Awty	Non-statutory
13	Staffordshire County Council	Statutory
14	Lichfield Civic Society	Non-statutory
15	Lichfield District Council	Statutory
16	South Lichfield Residents Group	Non-statutory
17	Natural England	Statutory
18	Ms Lorna Bushell	Non-statutory
19	Walsall Council	Statutory
20	Mr M Bowers	Non-statutory
21	Persimmon/St.Modwen	Non-Statutory

After carefully considering each response, the following actions were agreed upon by the Committee:

Response 1: Welcomed by the Committee as it provides useful input for areas in which the City Council may look to invest during the course of the Neighbourhood Plan, but it was felt no change was required in the wording of the Draft Neighbourhood Plan.

Response 2: No action.

Response 3: The Committee discussed the relative merits of a Park and Ride scheme but concluded that Lichfield's strategic location within the West Midlands resulted in people travelling to the City from various directions, making Park and Ride impractical to implement.

Response 4: No action.

Response 5: No action.

Response 6: No action.

Response 7: The positive comments from Michael Fabricant MP were noted and welcomed by the Committee.

Response 8: The general support for the Neighbourhood Plan was welcomed, and it was agreed by the Committee that an additional paragraph be inserted within the 'Movement' chapter of the Neighbourhood Plan to confirm support for appropriate and accessible coach parking adjacent to the City Centre.

Response 9: The general support for the Neighbourhood Plan was welcomed, and the Committee felt that the points raised were valid and would be revisited throughout the Plan period.

Response 10: No action

Response 11: The response was welcomed, particularly as it recognised the efforts made within the Plan to protect the historic environment of the City.

Response 12: The support for the Neighbourhood Plan was welcomed, and the Committee discussed the points raised at length. It was agreed that the words '... including the Cathedral' be added to the final paragraph of the 'Vision for Lichfield City' section (p11) after '... from Friarsgate through to the rest of the City Centre'.

Response 13: Consideration of this response was deferred until such time as the City Council's appointed Neighbourhood Plan consultants had chance to study it in detail.

Response 14: The detailed response was welcomed by the Committee and it was felt a number of valid points had been raised and these were discussed in detail. It was agreed that, in respect of point 3 of this response, a seventh objective would be added on p.11 of the Neighbourhood Plan. This objective, in draft form reads 'Maintain and enhance the City's historic character, particularly its medieval core. Development should be of a scale and character consistent with the inherent character of the City Centre.' The issues raised in point six of the response (relating to Bird St car park) would be referred to the City Council's Neighbourhood Plan consultants for further consideration and recommendation.

Response 15: Consideration of this response was deferred until such time as the City Council's appointed Neighbourhood Plan consultants had chance to study it in detail.

Response 16: The support for the Plan was welcomed, and the issues raised discussed at length. The Bird St car park issue is to be referred to the City Council's Neighbourhood Plan consultants, as in response 14 above.

Response 17: No action

Response 18: The carefully considered and informative response was welcomed by the Committee. It was agreed that the City Council's Neighbourhood Plan consultants investigate options for strengthening the Neighbourhood Plan in regard to the 'visual gateway' from Trent Valley station.

Response 19: It was agreed by the Committee that an additional point be inserted in Policy 1 to confirm a 'Sequential Test' approach would be applied.

Response 20: The comments within the response were discussed at length. It was agreed that no amendments to the Draft Plan were required.

Response 21: Consideration of this response was deferred until such time as the City Council's appointed Neighbourhood Plan consultants had chance to study it in detail.

Written representations from two members of the Neighbourhood Plan Committee who had sent their apologies for the meeting, Councillor D Dundas and Councillor P Ray, were also considered.

3. CONSIDERATION OF LDC LOCAL PLAN ALLOCATIONS CONSULTATION

This item was deferred. The Town Clerk agreed to distribute an email link to further information that will inform the consultation response.

4. NEIGHBOURHOOD PLAN – NEXT STEPS

It was agreed that the City Council's Neighbourhood Plan consultant would be asked to consider those responses not fully resolved at this meeting, meet with representatives from the District Council to discuss the detail of their response and present recommendations to the Committee. In the interests of expediency, delegated authority was proposed to amend the Draft Neighbourhood Plan as necessary following these discussions.

RESOLVED: that delegated authority be given to the Town Clerk, in conjunction with the Chair and Deputy Chair of the NP Committee, to amend the Draft Neighbourhood Plan as necessary following discussions with the City Council's Neighbourhood Plan consultants.

**THERE BEING NO FURTHER BUSINESS
THE CHAIRMAN DECLARED THE MEETING CLOSED AT 4.25 PM**

Lichfield City Council

Minutes of the Johnson Birthplace Advisory Committee Meeting held in Committee Room 1, Guildhall at 10.30 am on Tuesday 4 October 2016

PRESENT:

Representing Lichfield City Council: Councillor R Awty, and Councillors J Brooks, Mrs G Boyle, C Spruce and R Yardley.

Representing Johnson Society: Mr R Davies

In Attendance: Joanne Wilson (Museums & Heritage Officer)
Tony Briggs (Deputy Town Clerk)

Apologies: Councillor A Thompson

30 MINUTES

RESOLVED: *That the Minutes of the Meeting held on 17 March 2016 be confirmed as a correct record.* [Minutes adopted by Council on 18 April 2016.]

31 MUSEUM ADMISSIONS 2015/2016 (ANNUAL REVIEW)

Members considered the Museum Admissions report 2015/2016 (**Agenda Appendix 1**), noting in particular that the total number of visitors over the period exceeded 18,000 and that the number of school visits had risen sharply.

RESOLVED: *That the Museum Admissions 2015/2016 report be noted.*

32 FUTURE DEVELOPMENT

Further to the recommendation of the Committee at its March 2016 meeting, Members considered the update from the Museums and Heritage Officer following her investigations into the principle of reimagining and remodelling the displays at the museum. The proposal to include a sum in the region of £5,000 within the 2017/18 budget for the recruitment of a consultant was considered. It was felt that the appointment of a consultant and subsequent report centring on the visitor experience and facilities at the museum would be of great benefit in planning and executing the reimagining. The report would also be of assistance in future funding applications and help to ensure the Birthplace keeps pace with the proposed changes at St Mary's and other City Centre initiatives.

RECOMMENDATION TO COUNCIL: *That a provisional sum of £5,000 be included within the 2017/2018 budget to engage a consultant to carry out a review of the Museum.*

33 ONLINE COLLECTION LAUNCH

The Committee considered the impact of making the collection held by the museum available online for the first time. It was agreed that the increased accessibility to the collection would promote the Birthplace to a worldwide audience and increase partnership opportunities with similar institutions. The quoted costs were agreed as being very competitive. Mr Davies advised that funding from the Johnson Society may be available to assist with this project.

RESOLVED: *That the Museums and Heritage Officer apply to the Johnson Society for a funding contribution towards the launching of the collection online.*

RECOMMENDATION TO COUNCIL: *That the Museums and Heritage Officer undertake necessary work to launch the collection online and that ongoing costs and charges are approved, pending an outcome from the funding application to the Johnson Society.*

34 RECOVERED OIL PAINTING

Members considered the report of the Museums and Heritage Officer (**Agenda Appendix 2**) outlining the circumstances in which a painting previously believed lost – 'Johnson Awaiting an Audience with Lord Chesterfield' (by Lumb Stocks, copy after E.M. Ward C.1848), donated to the

Birthplace in 1901 and badly damaged in the flood of the Birthplace basement in 1973 - had been found in the possession of conservator Jesse Bruton. The Committee considered the estimated £600 cost of reclaiming and reframing the painting. Mr Davies advised that an application for funding to the Johnson society to contribute towards the recovery would be appropriate.

RESOLVED: That the Museums and Heritage Officer apply to the Johnson Society for a funding contribution towards the reclaiming of the previously lost painting.

RECOMMENDATION TO COUNCIL: That the City Council underwrite the cost of reclaiming the painting, pending an outcome from the funding application to the Johnson Society.

35 GARRICK 300 (INFORMATION REPORT)

The Museums and Heritage Officer updated Members on local plans to celebrate the 300th birthday of David Garrick in 2017. The collection of Garrick items held at the Birthplace will form part of an exhibition in Summer 2017 highlighting Garrick's close relationship with Johnson and several local partners have already been enlisted, including the Garrick Theatre, Darwin House, Visit Lichfield and St Mary's. The City-wide Heritage weekend will focus on the theme in 2017.

RESOLVED: That the report be noted

36 DATE AND TIME OF NEXT MEETING

In Calendar of Meetings as 10.30am on Tuesday, 23 March 2017.

**THERE BEING NO FURTHER BUSINESS
THE CHAIRMAN DECLARED THE MEETING CLOSED AT 11.00 AM**

OFFICERS' INFORMATION REPORT

1. Civic Matters: Sarah Wallace, Civic Officer

September was an exceptionally busy month for the Civic Team;

Sheriff's Ride

On Saturday 10 September the Sheriff, Cllr Robert Yardley completed the 20 mile perambulation of the City boundary on horseback.



The ride was a culmination of many weeks of preparation and planning. This year a dedicated team of City Council staff was put in place to set out the course and provide the correct signage under the guidance of John Adams; friend of the late John Haggett, and Nick Sedgwick, the Clerk of the Course. The team worked tirelessly both before and after the ride to ensure everything was in place and then removed in a timely manner. This proved to be invaluable, as much of the intricate detail of the ride has now been documented for future years.



Although it rained for most of the day the weather did not dampen the spirits of the 49 riders. The Sheriff completed the whole course on his horse, Splash. This was quite an achievement for a non-Rider who only started taking riding lessons in May this year.

Luncheon was held at Freeford Manor where 120 guests enjoyed a buffet lunch. This also gave the Sheriff the opportunity to personally thank all those who had made the ride possible particularly the landowners, local businesses and support services such as the Police, paramedics and Vet.

Johnson Birthday Celebrations

The 307th Dr Johnson Birthday Celebrations took place on Saturday 17 September. The Mayor, Cllr Mrs Sheelagh James led the ceremony on the Market Square accompanied by other civic dignitaries, City Councillors and seven prefects from King Edward VI School. The ceremony culminated in the traditional laying of a Laurel chaplet on the Johnson Statue with musical accompaniment provided by the Lichfield Singers.

After refreshments in the Guildhall and a Toast to Dr Johnson, the Mayor and Sheriff joined in with the rest of the Heritage weekend celebrations. Under the guidance of our own Town Crier and Mace Bearer, twelve children entered the mini Town Criers competition on the Market Square. The Mayor and Sheriff had a difficult job to judge and three year old Daniel Conway was declared the winner.



The Birthday celebrations continued throughout the weekend with the Johnson Supper in the Guildhall on Saturday evening and a service at the Cathedral on the Sunday. The Mayor and Sheriff were then delighted to represent Lichfield in Uttoxeter and take part in their celebrations for Dr Johnson on Monday 19 September.

Freedom of the City: DMS Whittington

On Wednesday 28 September the City Council bestowed the Freedom of the City on Defence Medical Services Whittington. A Special Council meeting was held at 12.30pm in the Guildhall where the leader of the Council, Cllr David Smedley proposed the motion which was seconded by the Deputy Leader, Cllr Mrs Norma Bacon. The motion was carried unanimously after which the Mayor presented the Commander of DMS Whittington, Wing Commander Mike Harris, with a framed illuminated scroll.

The civic party, which included the Vice Lord-Lieutenant Mr Graham Stow, then processed to the Cathedral for a Service of Thanksgiving. Following the Service the Civic dignitaries took up position on the Market Square to take the salute as DMS Whittington exercised its right to parade through the City. Children from Lichfield Cathedral School lined the Close, enthusiastically waving the parade off with flags in hand, while children from Whittington School welcomed the parade on the Market Square. The day's events were ended with a civic Reception at the Guildhall. Photographs from the occasion are included below.

Forthcoming Events

Remembrance Sunday: Sunday 13 November

Mayor & Sheriff's Charity Dinner Dance: Friday 25 November

Mayors Carols: Tuesday 6 December





2. Markets: John Beard, Assistant Markets Officer

Re-paving of the Market Square

The re-paving of the Market Square has now been completed to a high standard and well within the original budget forecast. The photograph below shows the repaving of the final section on 12 October.



Farmers' Market

October's Farmers' Market showed an improvement in numbers of traders on the previous month. We also have other traders who are currently going through the application and verification process to allow them to trade at future Markets.

Of the nine empty stalls on a Friday mentioned in the Officers' Report submitted to the meeting of the City Council on 14 September, two are now occupied permanently and with a third to follow imminently. There are also currently five casual traders at Friday Markets.

Saturday Markets are running with a very low void rate and there are other Traders interested in taking stalls, while there are also signs of improvement in the Tuesday Markets. The situation is variable however and a close eye needs to be kept on the situation to ensure the Markets continue to thrive.

Christmas Lights Switch-on Market

Work to plan the Christmas Lights Switch-on Market is ongoing. Invitations have been sent out to last year's proposed traders and a large number have already replied. There has also been some interest from new Traders.

Lighting

The Market Square stall lighting system is scheduled to be inspected in preparation for use following the end of British Summer Time on 30 October.

3. Samuel Johnson Birthplace Museum: Jo Wilson, Museums and Heritage Officer

September is always the busiest month in the Birthplace calendar, and this year was no exception with over 1000 visitors to the house in the weekend of Johnson's Birthday Celebrations, and over 2,300 in the month.

The commemorations of the 307th anniversary of Johnson's birth were the most successful since 2009, and formed part of the wider Georgian Heritage Weekend which received excellent feedback from visitors to the City and local partners. The M&HO was part of the working group that developed the weekend and additional events at the Birthplace included a fascinating Oriental Tea talk and ceremony exploring 18th century brews, and a participatory dance workshop with the 'Regency Rebels'. Both events were fully booked. Entertainment on the Market Square included a new play by Intimate Theatre, the 6th junior Town Crier competition, and the City of Lichfield concert band.

Elsewhere in the City the cells also received over 1000 visitors, and the Black Country Players returned with costumed characters and street theatre.



Intimate Theatre



Regency Rebels

Other events in the month included the start of the new Latin course for adult learners, with 20 participants studying weekly in the Museum. The summer exhibition 'Harmony & Grace' finished, with the final weekend welcoming a large group of calligraphers who were attending a conference day in Lichfield, and the 'Bookworms' reading club began a new term, with new members and additional volunteers ensuring the club continues to thrive.

The Museum welcomed a group of group travel operators as part of a promotion event arranged by 'Visit Lichfield'. Megan, a student from the University of Birmingham, began a placement at the Museum which will run up until March as part of the Birthplace's involvement in their new 'History in the Workplace' module. Megan will be working on the small collection of coins and medallions in the collection, as well as contributing to the David Garrick exhibition planned for summer 2017. Behind the scenes, planning the schedule for next year's events is underway and the new Museum website is nearing completion.



Visitors signing Johnson's Birthday Card

The M&HO has also been making arrangements to collect a large oil painting of 'Johnson awaiting an audience with Lord Chesterfield', which has been in storage with a painting conservator for a number of years.

4. Guildhall: Helen Winter, Guildhall Bookings Secretary

The renovation of the Guildhall toilets is almost completed, but some snagging items remain. The kitchens, lift and ground floor toilets have also been professionally deep cleaned.

Regular bookings have included: Archaeological Society, Ballroom Dancing, Band Practice, Bridge, Chess, Darby & Joan, Heyday Friendship, Ladies Cameo Group, Lichfield Poets, Meditation, Slimming World, U3A and U3A Gardening.

Two new hirers have also begun holding events at the Guildhall, a Holistic Therapy group and the RSPB (the RSPB have moved all their bookings from St Mary's to the Guildhall). Various groups have also held small meetings in the building.



Market Research companies have held three sessions recently. There has also been a Craft Fayre and the Stan Bowley Trust held a charity table top sale. Lichfield Leather held a successful sale and booked for Christmas 2016 and next year. A photographic exhibition/sale was held in the Corridor Gallery. We have also hosted two Wedding Receptions.

Lichfield Round Table held a Hog Roast and Beer Festival and have booked in again for next year.

Lichfield District Arts have held a Food and Drink Festival, and four concerts, as well as the L2F Festival which occupies the whole building.

Other bookings have included the Rock Choir and the Scouts Awards. Lichfield Cathedral Outreach Programme have used the Guildhall and booked in again for next month.

The old Prison Cells are now closed for the winter following another successful Spring/Summer opening period.

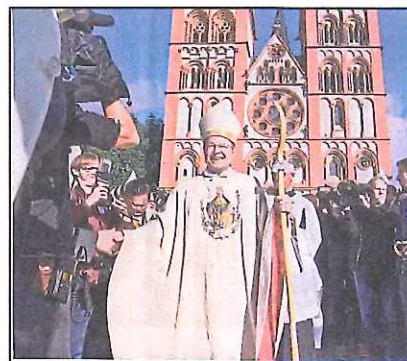
The Johnson Society birthday celebrations have taken place, which coincided with the Georgian Heritage Weekend in Lichfield. Over that weekend the Guildhall was also used by Black Knight Historical for a talk, book signing and Georgian Fashion Show in the Guildhall. This was followed by a NSPCC Charity Concert on Sunday evening.



5. Twinning: Gabriele Lasch-Burden, Twinning Officer

Limburg

On Sunday 18 September 2016, Bishop Dr. Georg Baetzing was installed as the 13th Bishop of Limburg, replacing the former Bishop, dubbed the “bishop of bling”, who was suspended in 2013 by the Vatican over his lavish spending on renovating his official residence. Bishop Baetzing will not live in the luxurious residence built for his predecessor.



Moonlight Dinner

The Limburg Twinning Association held a Moonlight Dinner in an exclusive roof top restaurant on 16 October to celebrate Erasmus Darwin and the Lunar Society. The Lichfield Cathedral artist-in-residence, Peter Walker, was invited by the mayor of Limburg to repeat the son-et-lumiere projection which had been part of the Lichfield Georgian Festival in Beacon Park, to round off this special night.

Twinning Feature

Mercury Editor Andy Kerr has visited the City Council Offices to put the final touches to the Twinning feature which will include details of its almost 25 years' history, its opportunities and its future in the wake of Brexit. Publication is scheduled for October.

Exchange Enquiries

The Ste. Foy Twinning Officer, Christine Jaudoin, is looking for a Lichfield exchange family for her 16 year old son to help improve his English. In return, a Lichfield student will be hosted in France. Interested families are invited to contact the Twinning Officer.

An application has been received by a 17 year old Limburg girl for a 3 week placement in June of next year, in either the public sector or the travel industry. Placement ideas or offers would be very much appreciated.

Initial plans are in hand for the choir of the Church of St. Michael on Greenhill to visit Limburg and perform a concert in August 2017.

6. Open Spaces and Tree Management: Nick Burton, Open Spaces Officer

At the RHS Award Ceremony Lichfield received a Silver Gilt in the Small City Category. In addition the Lichfield & Hatherton Canal Restoration Trust received a special award for the Environment, and Lichfield resident Sylvia Davis won the RHS 'Greening up the Grey' Award for the colourful bedding she had personally planted around Swan Mews. The competition remains a very good catalyst to make things happen in the City, arranging community events, improving the environment, plus all hanging baskets and planting which helps to attract shoppers and tourists.

The Chairman of Blooming Lichfield, Richard Lewis, has once again expressed his gratitude for the support the project receives from each tier of local government.

Much of the recent work at Curborough Community Centre was centred around Lichfield in Bloom. The new Forest School Area has regularly been used by the Rocklands Special School since its installation in June. In September we were notified by Tesco that we have secured £8,000 funding from the "bags of help" fund. This is to enhance access to the Forest School and to improve the hard standing to make it easier for wheel chairs. If shoppers vote for us in-store between 31 October and 15 November, the £8,000 can increase to £12,000. Such a donation would help enable helping the Community Centre to improve their security camera provision too.

Minster Pool and Walk continues to be a good advertisement for the City with filming on Saturday 8 October for the series "Shop Well For Less", a BBC2 production.

The Woodland Trust is also filming a short documentary about the Verdun Oak in the Memorial Gardens on 14 October.

On the 5 October four members from the Parish of Galleywood, a small village in Essex, came to receive two Verdun oak saplings grown on by Lichfield City Council.

Mr Paul, the Chairman of the Council was presented with the plants by the Mayor, Councillor Mrs Sheelagh James. Mr Ken Knowles read details of Verdun and recited a poem called the Ash & the Oak by Louis Simpson. It was a rewarding day for all concerned.

Much was learnt during the planning and preparation for the Sheriff's ride which will prove highly useful for next year's event.

The Conduit Fountain on Friary Corner has been serviced and is back in working order. The ground by the fountain is very wet - this is the responsibility of Severn Trent Water who are working to locate a possible leak in their pipework nearby.



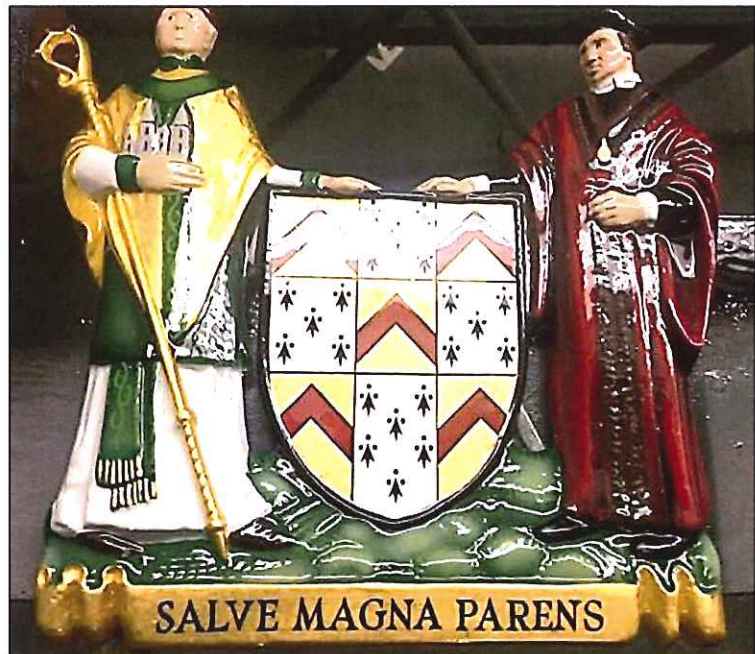
7. Deputy Town Clerk: Tony Briggs

Final snagging of the Guildhall toilet renovation is due to take place imminently. Minor additional work is due to be completed around the time of the Council meeting to replace tarnished and worn handles and signage in order to complete the renovation. Sourcing appropriate signage has proven slightly difficult, with what was generally available being either too small or too flimsy, hence the delay in completion. The final account is forecast to be within budget.

With the return of the repainted City Council crest to the front of the Guildhall in late September, the work to the front elevation of the building is now complete. A final invoice from the contractors showing the overall cost to be around £1,000 under budget has been approved by the City Council's architects and payment is currently being processed.

Tenders for the repair to the 'stairwell' area of the Guildhall roof and the conversion of part of the basement of Donegal House into WC's and a kitchenette have now been returned.

The recommendations of the subsequent meeting of the Tender Committee are the subject of a separate agenda item.



Following the recommendations of the fire safety risk assessment carried out at the Guildhall earlier this year, additional emergency lighting has now been installed on the rear fire escape.

Work has also begun on the arrangements for the Christmas Lights switch-on event scheduled for Sunday 27 November, with associated entertainment, Christmas Market, carol singing and of course an appearance from Santa!

For Council: 24 October 2016 APPENDIX 2

LICHFIELD CITY COUNCIL - General Account Payment Schedule

From 1 August to 31 August 2016

Date	Chq	Payee	Budget Head	Details	Nett	VAT	Gross
05/08/2016	DEBIT	Elavon Financial Services	BIRTHPLACE Supplies & Services	Card fees - July	1.93	0.00	1.93
05/08/2016	DEBIT	Elavon Financial Services	BIRTHPLACE Supplies & Services	PCI fees - August	4.00	0.80	4.80
09/08/2016	20085	Cannock Chase Trekking Centre	CIVIC Sheriff's Allowance - R Yardley	Horse for Sheriff's Ride	458.33	91.67	550.00
09/08/2016	20086	Corona Energy Retail 4 Ltd	Gas - Donegal 35% + Guildhall 65%	Gas - June	174.25	8.71	182.96
09/08/2016	20087	Francotyp-Postalia Ltd	ADMIN Tel/Postage	Franking machine credit	500.00	0.00	500.00
09/08/2016	20087	Francotyp-Postalia Ltd	ADMIN Tel/Postage	Franking machine rental 24/7 - 23/10	60.00	12.00	72.00
09/08/2016	20088	Navigus Planning Ltd	DEM SERVICES Neighbourhood Plan	Neighbourhood Plan support	1,500.00	300.00	1,800.00
09/08/2016	20089	Npower Ltd	ADMIN Donegal House Energy	Electricity - April	158.44	31.69	190.13
09/08/2016	20089	Npower Ltd	ADMIN Donegal House Energy	Electricity - May	158.08	31.62	189.70
09/08/2016	20089	Npower Ltd	BIRTHPLACE Energy	Electricity - April	49.82	2.49	52.31
09/08/2016	20089	Npower Ltd	BIRTHPLACE Energy	Electricity - May	51.45	2.57	54.02
09/08/2016	20089	Npower Ltd	BIRTHPLACE Energy	Electricity - April	40.55	2.03	42.58
09/08/2016	20089	Npower Ltd	BIRTHPLACE Energy	Electricity - May	41.84	2.09	43.93
09/08/2016	20089	Npower Ltd	G/HALL Energy	Electricity - April	414.43	82.89	497.32
09/08/2016	20089	Npower Ltd	G/HALL Energy	Electricity - May	412.42	82.48	494.90
09/08/2016	20089	Npower Ltd	MARKET Energy	Toilet Block electricity - April	22.66	1.13	23.79
09/08/2016	20089	Npower Ltd	MARKET Energy	Toilet Block electricity - May	23.42	1.17	24.59
09/08/2016	20089	Npower Ltd	MARKET Energy	Feeder Pillar electricity - April	33.45	1.67	35.12
09/08/2016	20089	Npower Ltd	MARKET Energy	Feeder Pillar electricity - May	71.05	3.55	74.60
09/08/2016	20089	Npower Ltd	PARKS Energy	Clock Tower electricity - April	37.22	1.86	39.08
09/08/2016	20089	Npower Ltd	PARKS Energy	Clock Tower electricity - May	38.51	1.93	40.44
09/08/2016	20089	Npower Ltd	PARKS Energy	Friary electricity - April	27.39	1.37	28.76
09/08/2016	20089	Npower Ltd	PARKS Energy	Friary electricity - May	28.33	1.42	29.75
09/08/2016	20090	Andrew Smith	CIVIC Mayor's Allowance - A Smith	Mayor's Parlour stocks for end year reception	194.53	0.00	194.53
09/08/2016	20090	Andrew Smith	CIVIC Mayor's Allowance - A Smith	Clothing for mayoral duties	676.50	0.00	676.50
10/08/2016	DEBIT	Elavon Financial Services	MARKET Supplies/Services	Card fees - July	7.46	0.00	7.46
10/08/2016	DEBIT	Elavon Financial Services	MARKET Supplies/Services	PCI fees - August	4.00	0.80	4.80
15/08/2016	DDebit	NatWest Autopay	EMPLOYEE COSTS	Wages and salaries - August	21,677.52	0.00	21,677.52
15/08/2016	20091	Acme Tree Services Ltd	PARKS Other Repair/Maint	Festival Gdns - Urgent clearing of fallen branches	90.00	18.00	108.00
15/08/2016	20091	Acme Tree Services Ltd	PARKS Other Repair/Maint	Festival Gdns - Remove dead tree	160.00	32.00	192.00
15/08/2016	20091	Acme Tree Services Ltd	PARKS Other Repair/Maint	Christchurch extension - Tree work	140.00	28.00	168.00
15/08/2016	20092	All-Fit Towbars & Trailers Ltd	MARKET Supplies/Services	Stall erection - July	2,558.45	511.69	3,070.14
15/08/2016	20092	All-Fit Towbars & Trailers Ltd	MARKET Supplies/Services	Stall storage - July	281.40	0.00	281.40
15/08/2016	20092	All-Fit Towbars & Trailers Ltd	MARKET Supplies/Services	Market stall boards	830.00	166.00	996.00
15/08/2016	20093	Ancestors of Dover Limited	BIRTHPLACE Stock for sale	Various quill pens and ink	290.72	58.14	348.86
15/08/2016	20094	Banner Business Services Ltd	ADMIN Supplies & Services	Stationery and batteries	44.07	8.81	52.88
15/08/2016	20095	British Telecommunications	ADMIN Tel/Postage	Broadband Aug - Oct	84.90	16.98	101.88
15/08/2016	20096	C Brown Platform Hire	ADMIN Supplies & Services	Fee for paying by cheque	1.50	0.00	1.50
15/08/2016	20096	C Brown Platform Hire	PARKS Other Repair/Maint	Watering & fertilising Pool Walk lime - July	20.50	0.00	20.50
15/08/2016	20097	Busy Bees Benefits Ltd	EMPLOYEE COSTS	Childcare vouchers service charge - July	8.25	1.65	9.90
15/08/2016	20097	Busy Bees Benefits Ltd	EMPLOYEE COSTS	Childcare vouchers - August	150.00	0.00	150.00
15/08/2016	20098	Emblem Print Products Limited	BIRTHPLACE Stock for sale	Pencils and sharpeners for sale	218.88	43.78	262.66
15/08/2016	20099	Eastern Shires Purchasing Org	ADMIN Supplies & Services	Stationery	36.46	7.29	43.75
15/08/2016	20099	Eastern Shires Purchasing Org	G/HALL Supplies/Services	Cloakroom & cleaning supplies	157.21	31.45	188.66
15/08/2016	20100	Focus Security & Surveillance	ADMIN Supplies & Services	Callout, programming and new alarm fobs	145.00	29.00	174.00
15/08/2016	20100	Focus Security & Surveillance	HALLS Curborough C Centre	Security system (excl CCTV) maintenancet	543.89	108.78	652.67
15/08/2016	20100	Focus Security & Surveillance	R&R FUND Guildhall/Donegal Hs	Access control upgrade for top floor offices	3,798.70	759.74	4,558.44
15/08/2016	20101	Forward Cleaning Contractors	ADMIN Supplies & Services	Window cleaning - June	16.00	3.20	19.20
15/08/2016	20102	Hancock Wheeldon & Ascough	R&R FUND Birthplace	Structural engineers for London Life & Intro rooms	900.00	180.00	1,080.00
15/08/2016	20103	Hedgerow Publishing Ltd	BIRTHPLACE Stock for sale	Souvenir pens for sale	20.95	4.19	25.14
15/08/2016	20104	HSBC Invoice Finance (UK) Ltd	MARKET Supplies/Services	Roof sheets, clips and money bags	721.00	144.20	865.20

15/08/2016	20105	Jones Waste Services Limited	MARKET Supplies/Services	Skip hire - July	1,122.80	224.56	1,347.36
15/08/2016	20106	Lichfield District Council	ARTS/TOURISM Expenditure	LCC JAMWIG membership 16/17	400.00	80.00	480.00
15/08/2016	20106	Lichfield District Council	BIRTHPLACE Adverts/promotion	JAMWIG membership 16/17	275.00	55.00	330.00
15/08/2016	20106	Lichfield District Council	BIRTHPLACE Adverts/promotion	Advert in What's On autumn/winter 16/17	200.00	40.00	240.00
15/08/2016	20106	Lichfield District Council	MARKET Supplies/Services	Annual premises licence to 20/7/17	180.00	0.00	180.00
15/08/2016	20106	Lichfield District Council	MARKET Supplies/Services	Advert in What's On autumn/winter 16/17	500.00	100.00	600.00
15/08/2016	20106	Lichfield District Council	PARKS Contract Repair/Maint	Period 11/6 - 10/7	8,201.45	1,640.29	9,841.74
15/08/2016	20107	Lichfield Tree Works Ltd	PARKS Other Repair/Maint	Clearing near canal for Lichfield In Bloom'	200.00	0.00	200.00
15/08/2016	20107	Lichfield Tree Works Ltd	PARKS Other Repair/Maint	Cutting back foliage above Boley Park paths	650.00	0.00	650.00
15/08/2016	20108	Michaels Civic Robes	CIVIC Supplies/Services	New Mayoral hats and jabots	1,090.00	218.00	1,308.00
15/08/2016	20109	Midland Conservation Ltd	R&R FUND Guildhall/Donegal Hs	Cleaning front elevation of Guildhall - 1st instalmnt	11,579.55	2,315.91	13,895.46
15/08/2016	20110	Allen Necchi	CIVIC Supplies/Services	Update to Mayoral boards	205.00	0.00	205.00
15/08/2016	20111	Nisbets	CIVIC Events	Insulated jugs	143.90	28.78	172.68
15/08/2016	20112	Npower Ltd	ADMIN Donegal House Energy	Electricity - June	168.97	33.79	202.76
15/08/2016	20112	Npower Ltd	ADMIN Donegal House Energy	Outstanding 2013 credit for electricity	-154.52	-30.89	-185.41
15/08/2016	20112	Npower Ltd	BIRTHPLACE Energy	Electricity - June	49.82	2.49	52.31
15/08/2016	20112	Npower Ltd	BIRTHPLACE Energy	Electricity - June	40.55	2.03	42.58
15/08/2016	20112	Npower Ltd	G/HALL Energy	Electricity - June	344.44	68.89	413.33
15/08/2016	20112	Npower Ltd	MARKET Energy	Toilet Block electricity - June	418.56	83.71	502.27
15/08/2016	20112	Npower Ltd	MARKET Energy	Feeder pillar electricity - June	17.29	0.86	18.15
15/08/2016	20112	Npower Ltd	PARKS Energy	Friary electricity - June	11.07	0.55	11.62
15/08/2016	20112	Npower Ltd	PARKS Energy	Friary electricity - May (adj)	9.17	0.46	9.63
15/08/2016	20112	Npower Ltd	PARKS Energy	Clock Tower electricity - Jan to May adjusted	26.34	1.32	27.66
15/08/2016	20112	Npower Ltd	PARKS Energy	Clock Tower electricity - June	8.23	0.41	8.64
15/08/2016	20112	Npower Ltd	PARKS Energy	Friary electricity credit - May	-28.33	-1.42	-29.75
15/08/2016	20112	Npower Ltd	PARKS Energy	Clock Tower electricity - credit for Jan-May adj	-187.93	-9.39	-197.32
15/08/2016	20113	D Parker	R&R FUND Guildhall/Donegal Hs	Painting of Guildhall 1st floor corridor & stairs	1,540.00	0.00	1,540.00
15/08/2016	20114	Performing Right Society Ltd	G/HALL Lettings	Music licence 6/3 - 5/6	408.67	81.73	490.40
15/08/2016	20115	Pickerings Europe Ltd	G/HALL Repair/Maint	Lift service - July	230.51	46.10	276.61
15/08/2016	20116	Staffs Media Company Ltd	G/HALL Supplies/Services	Advert in 'Getting Married in Staffs 2017'	300.00	60.00	360.00
15/08/2016	20117	Virgin Media Payments Ltd	ADMIN Tel/Postage	Phones July/August	110.40	22.08	132.48
15/08/2016	20118	Weir Waste Services Ltd	G/HALL Supplies/Services	Glass recycling - May	66.00	13.20	79.20
15/08/2016	20118	Weir Waste Services Ltd	G/HALL Supplies/Services	Glass recycling - June	52.80	10.56	63.36
15/08/2016	20118	Weir Waste Services Ltd	G/HALL Supplies/Services	Glass recycling - July	52.80	10.56	63.36
15/08/2016	20119	White Light Products Ltd	G/HALL Supplies/Services	2 wall mounted retractable barriers	68.00	13.60	81.60
15/08/2016	20120	Colin Shakespeare	BIRTHPLACE 3rd Party Sales	Booksale proceeds to 17/7	63.73	0.00	63.73
15/08/2016	20121	Michael Morris	BIRTHPLACE 3rd Party Sales	Booksale proceeds to 17/7	4.00	0.00	4.00
15/08/2016	20122	A & JM Carroll	BIRTHPLACE 3rd Party Sales	Booksale proceeds to 17/7	34.33	0.00	34.33
16/08/2016	20123	Peter Constable	G/HALL Repair/Maint	Repairs to leaded lights in Minstrels Gallery	120.00	0.00	120.00
18/08/2016	20124	Darwin Electrical Services	G/HALL Repair/Maint	Replace light fittings in GH kitchen	66.00	13.20	79.20
18/08/2016	20124	Darwin Electrical Services	R&R FUND Guildhall/Donegal Hs	Replace light fittings in GH ladies toilets	467.20	93.44	560.64
18/08/2016	20124	Darwin Electrical Services	R&R FUND Guildhall/Donegal Hs	Wiring 2nd floor into fob access system	94.25	18.85	113.10
18/08/2016	20125	Four Oaks Scaffolding Ltd	R&R FUND Guildhall/Donegal Hs	Scaffolding for painting Guildhall main stairs	600.00	120.00	720.00
18/08/2016	20126	Mr Edward Griffin	PARKS Other Repair/Maint	Painting posts & cleaning bins for 'Lich In Bloom'	285.00	0.00	285.00
18/08/2016	20127	House of Flags Ltd	CIVIC Supplies/Services	Commonwealth flag	148.00	29.60	177.60
18/08/2016	20128	Lichfield District Council	PARKS Contract Repair/Maint	Period 11/7 - 10/8	8,308.07	1,661.61	9,969.68
18/08/2016	20128	Lichfield District Council	PARKS Contract Repair/Maint	RPI increase 1/4 - 10/7	354.25	70.85	425.10
18/08/2016	20129	Lichfield Lock & Key Repairs Ltd	G/HALL Repair/Maint	Replace security lock on PA's room door	168.33	33.67	202.00
18/08/2016	20130	Lichfield Arts	G/HALL Bar Charge	Bar charges Jan - Aug '16	1,224.00	244.80	1,468.80
18/08/2016	20131	MT Services Computer Systems	ADMIN Supplies & Services	Supply & installation of new server	7,315.00	1,463.00	8,778.00
18/08/2016	20131	MT Services Computer Systems	ADMIN Supplies & Services	New router	175.00	35.00	210.00
18/08/2016	20131	MT Services Computer Systems	ADMIN Supplies & Services	ADSL subscription 21/7 - 20/10	117.00	23.40	140.40
18/08/2016	20132	Nisbets	CIVIC Ride Lunch Costs	Plastic wine glasses and flutes	35.03	7.00	42.03
18/08/2016	20133	Npower Ltd	ADMIN Donegal House Energy	Electricity - July	173.08	34.62	207.70
18/08/2016	20133	Npower Ltd	BIRTHPLACE Energy	Electricity - July	51.49	2.57	54.06

18/08/2016	20133	Npower Ltd	BIRTHPLACE Energy	Electricity - July	41.89	2.09	43.98
18/08/2016	20133	Npower Ltd	G/HALL Energy	Electricity - July	302.27	60.45	362.72
18/08/2016	20133	Npower Ltd	MARKET Energy	Toilet Block electricity - July	64.63	3.23	67.86
18/08/2016	20133	Npower Ltd	MARKET Energy	Feeder pillar electricity - July	28.52	1.43	29.95
18/08/2016	20133	Npower Ltd	PARKS Energy	Clock Tower electricity - July	16.86	0.84	17.70
18/08/2016	20133	Npower Ltd	PARKS Energy	Friary electricity - July	17.40	0.87	18.27
18/08/2016	20134	Protec Fire Detection plc	ADMIN Supplies & Services	Annual service/maint of Donegal fire alarms	815.64	163.13	978.77
18/08/2016	20135	Ricoh UK Ltd	ADMIN Supplies & Services	Photocopier usage May-Jul; rental Aug-Oct	836.57	167.31	1,003.88
18/08/2016	20136	Sage (UK) Ltd	ADMIN Supplies & Services	Sage Accounts cover (13 mths to 26/9/17)	1,282.00	256.40	1,538.40
24/08/2016	DDebit	HM Revenue & Customs Only	VAT Refunds	VAT payment - June	2,549.78	0.00	2,549.78
25/08/2016	DDebit	NatWest Autopay	EMPLOYEE COSTS	Amendments fee	8.00	0.00	8.00
31/08/2016	20137	HM Revenue & Customs Only	EMPLOYEE COSTS	Tax and NI contributions - August	4,614.68	0.00	4,614.68
31/08/2016	20138	Staffordshire Pension Fund	EMPLOYEE COSTS	Pension fund contributions - August	6,946.30	0.00	6,946.30
31/08/2016	DDebit	Nat West	ADMIN Supplies & Services	Bank charges - current account	81.08	0.00	81.08
					<u>103,795.38</u>	<u>12,439.38</u>	<u>116,234.76</u>

LICHFIELD CITY COUNCIL - Imprest Account Payment Schedule

From 1 August to 31 August 2016

Date	Chq	Payee	Budget Head	Details	Nett	VAT	Gross
03/08/2016	04931	Wildfire Folk	GRANTS Youth Projects	Projects for Youth application for Wildfire Folk activities	400.00	0.00	400.00
03/08/2016	04932	Ovenstate	G/HALL Supplies/Services	Professional cleaning of ovens	304.00	0.00	304.00
03/08/2016	04933	NACTSEW	CIVIC Sheriff's Allowance - R Yardley	Shrievalty AGM weekend and membership	117.00	0.00	117.00
09/08/2016	04934	Mr Roger Mott	BIRTHPLACE Stock for sale	Copies of 'The Motts of Lichfield'	5.34	0.00	5.34
10/08/2016	04935	The Johnson Society	CIVIC Mayor's Allowance - S James	Johnson supper tickets	70.00	0.00	70.00
10/08/2016	04935	The Johnson Society	CIVIC Sheriff's Allowance - R Yardley	Johnson supper tickets	70.00	0.00	70.00
16/08/2016	04936	J Butler	BIRTHPLACE Supplies & Services	MHO train ticket for AMA conference	54.00	0.00	54.00
17/08/2016	04937	Bertrams	BIRTHPLACE Stock for sale	Boswell's Life of Johnson books	37.12	0.00	37.12
18/08/2016	04938	Cash	Various	Petty cash vouchers 6840 - 6848	134.48	13.12	147.60
26/08/2016	04939	Mrs C Freeman	BIRTHPLACE Supplies & Services	Cordless vacuum cleaner	129.99	0.00	129.99
26/08/2016	04939	Mrs C Freeman	CIVIC Ride General	Flashing beacons for cars	39.97	7.99	47.96
26/08/2016	04939	Mrs C Freeman	CIVIC Ride General	High Vis vests	24.40	0.00	24.40
26/08/2016	04939	Mrs C Freeman	MARKET Supplies/Services	Wall-mounted cigarette bin for Market Square	18.95	0.00	18.95
31/08/2016	04940	Child Support Agency	EMPLOYEE COSTS	Deduction from Earnings Order - August salary	152.72	0.00	152.72
31/08/2016	DDebit	Nat West	ADMIN Supplies & Services	Bank charges - imprest account	13.87	0.00	13.87
					<u>1,571.84</u>	<u>21.11</u>	<u>1,592.95</u>