



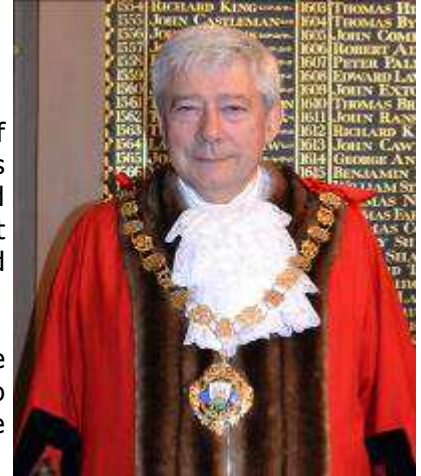
# Chichester City Council Annual Report 2016/2017



## Message from the Mayor of Chichester Councillor Peter Budge

During my second year of office I have attended a great number of engagements and it has been a privilege to support local businesses which have made requests for me to open their newly-refurbished store or brand new premises. I have also witnessed the excellent work of the locally-based care in the community organisations and attended several events to aid their publicity.

I would also like to express grateful thanks to all those who have helped me during my Mayoralty, particularly with the support given to my two Charities, Chichester Bell Tower Youth Drop-in Centre and the Chichester Boys' Club.



## The Council House & Market Cross



During 2016, two important historic buildings in the City Centre owned by the City Council were cleaned and restored.

This was part of Chichester City Council's contribution to 'Chichester Vision'.

All works carried out were within budget and overseen by English Heritage.

The Council House works included cleaning and repairing the brick and stonework facade and fascias, windows and downpipes being repaired and repainted. Ridge tiles on the roof were repaired and the gutter was replaced. The portico ceiling was also repainted.

As part of the restoration work to the Market Cross the weathervane was restored and returned to the top of the Cross and the pennants were also re-gilded.

During February 2017 Smiths of Derby replaced the mechanism of the Market Cross Clock with new synchronous movements fitted behind each clock face, controlled by a central controller and permanent inverter to provide automatic seasonal time changes and continued operation during a power cut.



The old clock mechanism (installed in 1904) has been decommissioned, cleaned and preserved in-situ. The spot lighting has been upgraded to LED, as has the back-lighting to the clock faces. The electrical installation has also been upgraded to bring it up to modern standards.

# Discretionary Grants 2016/2017

The City Council's Discretionary Grant Budget for 2016/2017 was **£59,174** (£50,000 plus £9,174 carried forward from the 2015/2016 Discretionary Budget). A total of **£49,332** has been given to local organisations who offer a valuable service to the City and its residents.

5<sup>th</sup> Chichester Scout Group  
£500

Arun & Chichester Citizens Advice Bureau  
£1,800

Chichester Baptist Church  
£1,850

Chichester Chamber Concerts  
£500

Chichester Community Development Trust  
£1,830

Chichester Forest Schools  
£5,000 earmarked

Chichester Rugby Football Club  
£1,500

Chichester Stroke Club  
£500

Chichester Symphony Orchestra  
£320

Chichester Youth Adventure Trust  
£2,000

Festival of Chichester  
£2,300

Friends of Priory Park  
£1,632

Friends of Wrenford Centre  
£3,000

Home-start Chichester District  
£3,000

International Relations 'Three Cities' Working Group  
£500

Options Pregnancy Crisis Centre  
£1,500

Outset Youth Action  
£1,000

Parents & Carers Support Organisation (PACSO)  
£5,000

Relate North & South West Sussex  
£2,500

Rotary Club of Chichester  
£500

Sammy Community Transport  
£5,000

Sussex Otters Swimming Club  
£700

Transition Chichester  
£1,000

Westgate Residents Association  
£2,688

West Sussex Mediation Service  
£400

Voluntary Action Arun & Chichester  
£2,500

Contribution to Picnic Benches on Centurion Way  
£312



The underspend of £9,842 of the Discretionary Grant Budget 2016/2017 will be used to partly fund the John Keats Sculpture (£4,784) and for a planting scheme at Northgate (£1,000).

The remaining balance will be carried forward to 2017/18 Public Realm Projects.

## New Seats in the City Centre



The City Council have installed a new seat at the Spitalfield Lane bus stop (left) and another at the southbound Lavant Road bus stop near to The Avenue (bottom left).

We have also installed new seats in Market Avenue and South Street and replaced the existing seats in the four main shopping streets.

All the new seating is recycled plastic to improve durability, weather resistance and to reduce maintenance costs.



## Litten Gardens

Work has started on creating the Garden of Reflection and Reconciliation at Litten Gardens on the former raised sensory area of the Garden (see photo right).

The area will be planted up during the forthcoming year to ensure the plants are established before the sculpture is put in place in November 2018



ANDY STEDMAN  
LANDSCAPE & GARDEN DESIGN



The above image is from Andy Stedman Landscape & Garden Design who are the contractors carrying out the work.



The Mayor planted a White Flowering Cherry tree in the Gardens to commemorate the Queen's 90th birthday. A commemoration plaque has been placed at the base of the tree.



All the seats in Litten Gardens have been refurbished. The interpretation board was also refurbished and relocated.



From April 2017 Chichester City Council will be taking over the maintenance of Litten Gardens from Chichester District Council.

# Finance Overview 2016/2017

The City Council finances remain healthy and are projecting an under spend against the budget of around £10,600. This is largely due to savings on Council House utility bills, cleaning bills and insurance, reduced water bills on allotments and increased income from street name change administration.

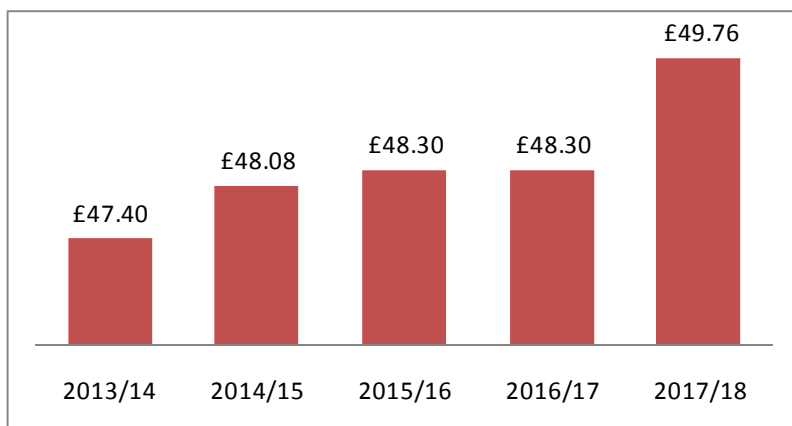
The City Council's main source of income is from the Precept and the Precept Support Grant from the District Council. The average tax payers' proportion of this for the City Council has remained unchanged for the last 3 years to 2016/17 (£48.30) and has increased marginally in 2017/18 to £49.76. The Precept Support Grant from the District Council is steadily declining

The City Council made a decision this year to invest £390,000 in the CCLA Local Authorities Property Fund. This fund is a longer term investment expected to secure a better return than shorter term alternatives.

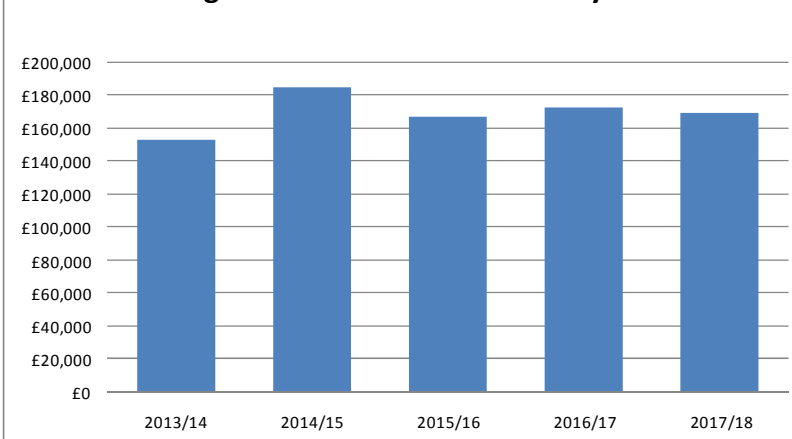
Community Infrastructure Levy payments have been received totalling £8,806.50 for new residential development in the area and this will be ring fenced and spent on community projects.

Much of the City Council's focus during the year has been to improve our assets and invest in our buildings, including refurbishment works to the Market Cross (£28,600) and specialist cleaning of the brick work at the Council House (£16,000). The Council is also building up its reserves to assist with future maintenance works when required in the future.

## Band D Council Tax over 5 Years



## Budgeted Council Income over 5 years



## New Homes Bonus 2016/2017

On behalf of various local organisations, Chichester City Council submitted six New Homes Bonus Applications to the District Council's New Homes Bonus Scheme. The following five applications were approved :

Chichester Boys Club  
Replacement roof project (£15,000)

St Wilfrid's Hospice  
DREAMBUILDING project (£25,000)

Regnum Guide Hall  
Provision of new kitchen (£20,000)

CCDT  
Voluntary Sector Hub at the Water Tower, Graylingwell (£20,000)

Chichester City Council  
Landscaping Works for the Garden of Reflection & Reconciliation (£10,000)

**CHICHESTER CITY COUNCIL**  
**FINANCIAL YEAR 2016/2017**  
**FORECAST OUTFURN**  
**DRAFT SUMMARY ACCOUNTS - NOT AUDITED**

	Original Budget	Current Budget	Actual	Variance	Notes
	£	£	£	£	
<b>INCOME</b>					
Council House	138,900	138,900	140,324	(1,424)	1.
Market House (aka Butter Market)	101,000	101,000	100,937	63	
Allotments	9,500	9,500	9,320	180	
Sale of Goods	300	300	117	183	
Street sign administration	-	-	4,635	(4,635)	2.
<b>TOTAL INCOME (Excl. Precept)</b>	<b>249,700</b>	<b>249,700</b>	<b>255,333</b>	<b>(5,633)</b>	
<b>EXPENDITURE</b>					
Administration & recharges	147,830	148,830	152,282	3,452	3.
Civic	10,760	10,760	11,402	642	
Discretionary	97,860	107,134	107,154	20	
Allotments	23,150	23,150	24,534	1,384	
Council & Committees	52,700	52,700	51,242	(1,458)	
Community Affairs	19,750	19,750	19,750	-	
Events	12,500	12,500	12,300	(200)	
Crime and Disorder	40,000	40,000	40,000	-	
Statutory Expenses	85,100	86,900	87,575	675	
Mayoralty	31,660	33,160	28,612	(4,548)	4.
Council House	304,690	308,890	304,516	(4,374)	5.
Heritage	800	800	800	-	
Market House (aka Butter Market)	12,100	12,100	9,600	(2,500)	6.
City Cross	10,000	10,000	11,625	1,625	
St James Obelisk	100	100	100	-	
Brewery Field	5,000	5,000	4,625	(375)	
<b>TOTAL EXPENDITURE</b>	<b>854,000</b>	<b>871,774</b>	<b>866,118</b>	<b>(5,656)</b>	
<b>NET COST OF SERVICES</b>	<b>604,300</b>	<b>622,074</b>	<b>610,785</b>	<b>(11,289)</b>	
<b>Reversal of Capital Charges</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Interest and Investment income</b>	<b>(5,000)</b>	<b>(5,000)</b>	<b>(4,397)</b>	<b>603</b>	
<b>NET OPERATING EXPENDITURE</b>	<b>599,300</b>	<b>617,074</b>	<b>606,388</b>	<b>(10,686)</b>	
<b>AMOUNT TO BE MET FROM PRECEPT</b>	<b>552,300</b>	<b>617,074</b>	<b>606,388</b>	<b>(10,686)</b>	
<b>Precept on District Council</b>	<b>509,315</b>	<b>509,315</b>	<b>509,315</b>	<b>-</b>	
<b>Precept Support Grant</b>	<b>42,985</b>	<b>42,985</b>	<b>42,985</b>	<b>-</b>	
<b>(SURPLUS) / DEFICIT FOR YEAR</b>	<b>-</b>	<b>64,774</b>	<b>54,088</b>	<b>(10,686)</b>	

Note : The draft accounts prepared for the Annual Parish Meeting show an 'at a glance snapshot' of the City Council's finances.

Detailed accounts, with supporting notes, will be submitted to the City Council in June and these detailed accounts are open to both public inspection and the subject of external audit.

1. Income from hall bookings has remained steady. Income from solar panels was higher than budgeted.
2. Income from the Street naming administration service continues to do well.
3. There was a small increase in salaries, higher than budgeted due to the restructure of the Property Section and the appointment of a new Property Maintenance Officer.
4. Expenditure on Mayoral events has been less than anticipated during the year.
5. Some areas of Council House expenditure have been underspent during the year. Savings have been made on utility bills and general cleaning and insurance resulting in an overall underspend.
6. Professional fees (Legal) for the Market House were not spent during the year.

# Civic, Heritage & Young Citizens' Awards



*The Mayor of Chichester, Councillor Peter Budge, presented the City Council's Civic, Heritage & Young Citizens' Awards at a ceremony held on Monday 20 February.*

*Civic Awards were presented to Robbie Burns, Dennis & Mary Phillips, Jose & Graham Pound, Marc Steene, John White and Tony Wingham for their outstanding contribution to the City of Chichester and its residents.*

*A Young Citizens' Award was presented to Jasmine Quartly-Brown.*

*A Heritage Plaque was presented to Sophie Powell for the restoration and refurbishment of Lion Street House, Lion Street, Chichester.*

*Blue Plaques were also presented to recognise the former site of the Chichester Central Junior Girls' C of E School, now Providence Place in Chapel Street and the twitten in North Pallant that led to Halsted & Sons Ironfoundry*

## Schools Competition

In July the Mayor, Councillor Peter Budge, Councillor Nigel Galloway and Neil van der Wee of the Brick Kiln Garden Centre judged the City Centre Schools for the City Council's Chichester in Bloom Schools Competition.

Six schools entered the competition and the judges were very impressed by the enthusiasm and initiatives shown.

In October the Mayor visited the winning schools to present their awards.

Throughout the year, the City Council continued its support for justice provision to remain in the City.

A Public Meeting on the closure of Chichester Courts was held in the Assembly Room and was well-attended.

A letter from the Mayor was sent to the Secretary of State for Justice expressing concern over the removal of justice provision in Chichester.



## Junior Mayor for the Day

Councillor Peter Budge, escorted the Junior Mayor and her party (pupils from the Central C of E Academy) on their tour of duties. The day included a visit



to Chichester Fire Station, South Downs Planetarium and the Royal Sussex Regimental Association St George's Day Service at the Cathedral and concluded with a tree planting ceremony at the school.

## Chichester Vision

The City Council contributed the following monies towards supporting Chichester Vision : works to the Council House (£16,000), works to the Market Cross (£28,600), floral displays within the City Centre (£25,000), an annual contribution to the maintenance of the Chichester Cemetery (£38,000), an annual contribution to Community Wardens (£40,000) and assisting with Pound Farm Road access (£3,000).

The total expended in the financial year 2016/2017 totalled £162,100

## The Brewery Field



At The Brewery Field, a picnic table and three seats have been installed in various locations agreed with the Friends of The Brewery Field and a 1.2m high fence and wheelchair friendly gate has also been installed at the pedestrian entrance in the south east corner.

Unfortunately the Friends of The Brewery Field no longer exist but local residents and representatives from local agencies will continue to liaise with the Property Manager on matters relating to the field.

*In April 2016 the City Council agreed that the Planning Conservation Committee and Planning Delegation Sub-Committee would no longer consider domestic or tree applications (unless 'called in' by a member).*

*This resulted in 369 Planning Applications being considered during 2016/2017.*

*89.7% of decisions were in accordance with Chichester District Council, 9% were contrary and 0.1% withdrawn.*

## Allotments

Numerous overgrown plots on St James and Florence Road sites have been cleared for re-letting (see before and after photos right).



New noticeboards have been erected on 6 out of the 7 allotment sites.

The allotments are heavily subsidised by the City Council and with an income in the region of £9,000 against an expenditure of circa £35,000 this equated to around £26,000.



The City Council have 404 plots (including contaminated plots which cannot be let) across seven sites, with 52 people on the waiting list and 32 vacant plots.

## A27 Chichester By-Pass Improvement Scheme Consultation

The City Council's Planning & Conservation Committee discussed the various options connected with the A27 improvements and the Committee were of the view that there was no ideal Option but recommended to Full Council in September 2016 that Chichester City Council's preferred option was Option 1A subject to a range of technical and design conditions

At the Full Council Meeting in February 2017, it was agreed that Highways England should re-run the consultation including consultation on the other route options that had been previously discounted by Highways England and that the results of the consultation be published.

Following the announcement that the proposed improvement schemes had been cancelled, meetings were arranged to discuss the way forward and Parish councils and local groups were tasked with obtaining ideas from their communities.

The City Council will be taking this initiative forward over the next few months, however it was considered that calling a Public Meeting for Chichester residents would not be an appropriate platform for individuals to express their views.

Chichester City Council would once again like to thank Ferring Nurseries for the City Centre floral displays throughout the year



---

23 street name signs have been replaced in the past year.

---

All the lighting at the Council House is gradually being upgraded to LED lights.

The areas that have already been upgraded are the Reception Area, Old Court Room corridor, the Council Chamber, Mayor's Parlour and Ante Room.

---



Street furniture in the City Centre that is the responsibility of the City Council will have the new City Council asset badge displayed

**Chichester City Council website**  
**[www.chichestercity.gov.uk](http://www.chichestercity.gov.uk)**

## ***Chichester City Council***

**The Council House**

**North Street**

**Chichester PO19 1LQ**

Telephone - 01243 788502

Facsimile - 01243 773022

Website - [www.chichestercity.gov.uk](http://www.chichestercity.gov.uk)

E-mail - [clerk@chichestercity.gov.uk](mailto:clerk@chichestercity.gov.uk)

Mayor - Peter Budge

Town Clerk - Rodney Duggua

### **Councillors**

#### ***North Ward***

Peter Budge 780121

Tony Dignum 538585

Margaret Evans 773074

Peter Evans 773074

Len Macey 786297

#### ***South Ward***

Nigel Galloway 780652

Roger Keyworth 839994

Anne Scicluna 789065

Sarah Sharp 790077

Trevor Tupper 788028

#### ***East Ward***

Tom Dempster 07555576204

Tony French 527834

Jo French 779033

Denise Holman 778174

Jane Kilby 773494

#### ***West Ward***

Clare Apel 783738

Martyn Bell 839704

Philippa Budge Resigned February 2017

Julian Joy 07789170015

Richard Plowman 787663

### **Officers**

Rodney Duggua - Town Clerk P/T

Helen Monckton - Administration Manager F/T

Marianne Hosken - Mayoral/Administrative Assistant F/T

Claire Adams - Front of House Supervisor F/T

David Jenkins - Facilities Officer F/T

Kim Martin - Finance Manager P/T

Elaine Jones - Finance Assistant P/T

Peter Roberts - Property Manager P/T

Stephen Le Gallez - Property Maintenance Officer F/T

Gareth Bowen - Property Maintenance Officer F/T

(joined February 2017)

David Few - Planning Adviser P/T

(retired in April 2017)

Steve James - Internal Auditor P/T