

CHICHESTER CITY COUNCIL

MINUTES OF THE BUSINESS REVIEW COMMITTEE

HELD ON FRIDAY 31 MAY 2013 AT 10.00AM

- PRESENT : Councillors Campling, T Dignum, Plowman and Woolley
- ALSO PRESENT : Dan Sanders - Principal Community Officer, West Sussex County Council
- ABSENT : Councillors Evans and Siggs
- IN ATTENDANCE : Town Clerk, Finance Manager and Administration Manager

1 ELECTION OF CHAIRMAN AND VICE-CHAIRMAN

It was proposed and seconded that Councillor Plowman be elected Chairman of the Committee for the remainder of the Council year. There were no other nominations.

It was proposed and seconded that Councillor Campling be elected Vice-Chairman of the Committee for the remainder of the Council Year. There were no other nominations.

2 MINUTES

RESOLVED that the Minutes of the Meeting held on 4 March 2013, having been printed and circulated, were submitted and the Chairman was authorised to sign the same as a correct record.

3 ENGAGEMENT WITH PRINCIPAL AUTHORITIES

(i) Meeting with Chichester District Councillors

City Council Members had meet with Chichester District Members on 7 May 2013 and the meeting was described as being useful and interesting as it had been some time since members of both Councils had met. It was felt that regular meetings should take place between the two authorities and it was hoped that a second meeting would be arranged.

The subject of Local Forums had been discussed at the meeting and it was still the view of the City Council that it was not appropriate to join with the Lavant Valley Forum due to the size of Chichester's parish and that there were already good officer links between the two Councils.

Councillor T Dignum, reporting as a District Council member who attended the meeting, said he would have preferred to have discussed specific matters and that a joint Agenda between the two councils drawn up in advance. He added that the City Council should not consider pursuing a 'One Stop Shop' and he reported that he had asked Chichester District Council to look into taking over the responsibility of Buskers from West Sussex County Council.

(ii) Bus Shelters

Dan Sanders circulated at the meeting two revised plans detailing the new bus shelters in Market Avenue and benches in South Street. Councillor Campling asked why bus shelters were not being provided in South Street and were advised that consultation undertaken with the stakeholders had resulted in the bus shelters not being required.

Members requested the outcome of the consultation be forwarded to the City Council.

Mr Sanders suggested contacting Chichester District Council with regard to the maintenance of the bus shelters as they currently had a maintenance contract with Clear Channel to maintain bus shelters in the City. The maintenance costs would be met by the City Council.

Highway improvement works will be carried out in Market Avenue and the Real Time information system will be installed in anticipation of it being connected to a bus shelter at the appropriate time.

It was RESOLVED that the Town Clerk contact Chichester District Council requesting the maintenance cost of adding two new bus shelters to the current contract with Clear Channel.

(iii) Public Conveniences

The Chairman advised that the meeting between City Council and Chichester District Council held on 22 April 2013 had been good and productive. Since the meeting a letter had been received from the District Council's Executive Director of Environment outlining the proposed funding that would be required from the City Council for public conveniences.

The Town Clerk would ask Chichester District Council to draw up a Memorandum of Understanding for the City Council to consider, at that time, the question of funding would also be considered.

(iv) Related Matters concerning Principal Authority Engagement

Councillor Woolley asked questions about the Heritage Lighting and replacement of lamp posts currently being undertaken by SSE and was advised that this matter will be discussed further at the next Finance Committee Meeting.

The co-ordination of Street Licensing Activities would be discussed at the next Community Affairs Committee Meeting.

4 NEW HOMES BONUS

Councillor T Dignum reported on the New Homes Bonus initiative and how the City Council could benefit from the Scheme. Councillor T Dignum had given a presentation on this matter at the District Council's Annual Meeting with Parishes and had circulated his presentation notes to members of the Committee.

The Committee were advised how the Scheme would operate and that any bids submitted for the Scheme would have to have a strong community link and would be considered by the District Council's Grants and Concessions Panel. The first round of Bids would be considered in October 2013.

Councillors would be requested to identify projects (the proposed Whyke Community Centre was one example) and the matter considered further at Council in July 2013.

5 BUSINESS PLAN UPDATE

There were currently no amendments to be made to the Business Plan. The Chairman said that following the outcome of the consultation on the Draft Local Plan, this may have an effect on the Business Plan.

6 RISK MANAGEMENT

The Town Clerk advised that due to software problems, this matter would have to be deferred to the next meeting of the Business Review Committee.

7 LOCAL PLAN/NEIGHBOURHOOD PLAN

The Chairman explained that following the outcome of the consultation on the Draft Local Plan and particularly in connection with the proposed development at White House Farm, there may be a need to produce a Neighbourhood Plan. It was suggested that details of producing such a plan should be investigated now.

The information received from a member of public on the Neighbourhood Plan produced for Thame was noted with interest.

8 FUTURE WORK PROGRAMME

The future work programme would include all the above items.

9 DATE OF NEXT MEETINGS

The Town Clerk recommended four meetings a year, however the Committee decided that six meetings should be held in the 2013/2014 year and reviewed after 12 months.

The next meeting would be on Friday 19 July 2013 at 10.00am in the Crush Bar as the Council Chamber was booked out for a wedding ceremony.

The meeting ended at 11.26pm.