

CHICHESTER CITY COUNCIL

MINUTES OF THE COMMUNITY AFFAIRS COMMITTEE

HELD ON MONDAY 3 JUNE 2013 AT 5.30PM

- PRESENT : Councillors Apel, Budge, Evans, Macey and Siggs
- EX-OFFICIO : Councillors Plowman and Woolley
- ALSO PRESENT : Councillors French and Scicluna
Steve Hansford - Assistant Director Communities, Chichester District Council
Jay Blackwood - Community Warden, Chichester District Council
Sue Long - Community Warden, Chichester District Council
Graham Pound - Friends of Valletta
- IN ATTENDANCE : Town Clerk and Administration Manager
- APOLOGIES : The Mayor (Councillor Chaplin)
Deputy Mayor (Councillor Hughes)
Jennifer Bottomley - Friends of Ravenna
- ABSENT : Councillor Holman

1 ELECTION OF CHAIRMAN AND VICE-CHAIRMAN

It was duly proposed, seconded and RESOLVED that Councillor Siggs be elected Chairman of the Community Affairs Committee for the remainder of the year. There were no other nominations.

It was further proposed, seconded and RESOLVED that Councillor Apel be elected Vice-Chairman of the Community Affairs Committee for the remainder of the year. There were no other nominations.

2 MINUTES

RESOLVED that the Minutes of the Meeting held on 8 April 2013, having been printed and circulated, were submitted and the Chairman was authorised to sign the same as a correct record.

3 POLICING AND SECURITY IN THE CITY

(a) General Update for Sussex Police

There was no Police representative present at the meeting.

(b) Community Wardens

The Committee were advised that Community Warden Sue Long was the new Chichester West Ward Warden and Jay Blackwood now covered the East Ward of the City.

Sue Long reported that she had been a District Council Community Warden since 2005 and had worked in Tangmere, Oving and Chichester. As West Ward Warden she had been in post for only a few weeks and reported on some of the activities/initiatives that she had already been involved with in the area. For example a litter pick had been organised with students of Bishop Luffa School and local residents and this had received a good response. Future projects would include encouraging all age groups to work together on joint projects.

Jay Blackwood commented on the report prepared by himself and Jon Logan on the work they had been involved with in the East Ward. The report was circulated at the meeting. Jay reported that he was becoming familiar with the East Ward and explained some of the initiatives he would like to pursue in the area.

The Chairman thanked both Community Wardens for their informative reports.

4 REPORTS FROM REPRESENTATIVES OF FRIENDS OF CHARTRES AND RAVENNA

(a) Friends of Chartres

No report had been received from the Friends of Chartres.

(b) Friends of Ravenna

The Friends of Ravenna report had been circulated to all members and noted.

(c) Friends of Valletta

The Friends of Valletta report had been circulated to all members and noted.

Mr Graham Pound reported on the 'Tale of Three Cities' photographic exhibition being held in the Old Court Room between Monday 1 July and Saturday 6 July 2013. The Mayor had been invited to the opening of the exhibition on 1 July at 2.30pm. All members were welcome to attend the event planned for the evening of 2 July at 5.30pm whereby local produce and drink relating to the three cities would be available; tickets were £7.50 each.

5 TRANSITION CHICHESTER

The Chairman welcomed Anita Van Rossum of Transition Chichester to the meeting.

Anita Van Rossum gave general background information on the aims and objectives of the Transition movement throughout the country, before presenting a presentation on the work of Transition Chichester. The movement in Chichester was now 5 years old and members were advised of the current projects being undertaken and those that had been successfully completed. Anita spoke on the Garden Share scheme that was being introduced and the Community Garden being created in Oaklands Park. The Community Orchard in Oaklands Park was continuing to be successful with the Festival Theatre donating 8 more trees to the Orchard.

6 CHICHESTER LINK WITH KURSK - UPDATE

The Chairman deferred this item to the next meeting of the Community Affairs Committee as no further information was available on this matter as no meeting had been held and a response was still awaited from the Rotary Club.

7 EUROPEAN WALLED TOWNS SYMPOSIUM 2014

Councillor Scicluna's report on the European Walled Towns Executive Meeting held in Capdepera between 16 and 19 May 2013 had been circulated to all members.

The report stated that the European Walled Towns Symposium in 2014 would be held in Chichester and that the Executive Meeting in 2014 would be held in Narva, Estonia. Members of the Committee felt this should be followed up by a formal letter from the European Walled Towns confirming these arrangements.

It was RECOMMENDED to Full Council that a Working Group consisting of Councillors Apel, Siggs, Scicluna and French be established to help organise the European Walled Towns Symposium in Chichester 2014 and that this Working Group have Executive powers to deal with financial matters relating to the organising of the Symposium.

Councillor French declared that he would like to attend the 2013 European Walled Towns Symposium in Derry where there would be the official procedure of handing the 2014 Symposium to Chichester. The Mayor would be the official City Council delegate and Councillor Scicluna would attend as Vice-President of the European Walled Towns. Councillor French said he would pay his own travelling costs but requesting the City Council pay his Delegation Fee and Councillor Scicluna requested that her travelling costs be paid for by the City Council.

8 STREET LICENSING ACTIVITIES

The Town Clerk advised that the term 'One Stop Shop' was possibly now the incorrect title to use when discussing licensing of street activities. The Committee were advised that the City Centre Partnership had arranged for an 'A' Board meeting to be held on Friday 7 June 2013 and that a Busking Meeting was arranged for Friday 14 June 2013. The Town Clerk requested guidance on these matters before attending the meetings.

Councillor Plowman was supportive of the City Council taking over responsibility of Busking and Pre-Planned Activities on the Highway from West Sussex County Council, particularly the local knowledge of the City that could be brought to bear in this process.

The Town Clerk and Administration Manager advised on the current process used by West Sussex County Council in connection with licensing buskers. It had become apparent that due to re-organisation of West Sussex County Council, the administration process had been outsourced to Capita who dealt with all general administration matters for the County Council.

The Town Clerk also advised that following the Business Review Committee, Councillor T Dignum had asked Chichester District Council to look into taking over the responsibility of busking from West Sussex County Council.

The Committee discussed the advantages and disadvantages of the City Council taking over the responsibility of Buskers and Pre-planned Activities on the Highway and opinions were divided.

The Chairman advised that this matter would be deferred to the next meeting of the Community Affairs Committee, when a response from Chichester District Council should be known.

9 BUS SHELTERS

Following the recently held Business Review Committee meeting, the Town Clerk advised that it was the City Council's intention to take on responsibility of two bus shelters in Market Avenue and two new benches at bus stops in South Street. The outcome of the consultation process with stakeholders regarding the bus shelters in South Street being removed, was requested from West Sussex County Council and this was awaited.

The Town Clerk had contacted Chichester District Council to ascertain if they would include the new shelters in their contract with Clear Channel (who maintained the bus shelters in the City) but the cost would be met by Chichester City Council. A response was awaited.

10 PUBLIC CONVENIENCES

The Business Review Committee had discussed Public Conveniences at the recent meeting and Chichester District Council had been requested to draw up a draft Memorandum of Understanding for the City Council to consider that would form the basis of further discussions and a recommendation to the City Council on funding.

11 FEEDBACK FROM CHICHESTER DISTRICT COUNCIL'S ANNUAL MEETING WITH ALL PARISHES HELD ON THURSDAY 23 MAY 2013

The Chairman and Vice-Chairman had attended Chichester District Council's meeting with parishes and reported that it had been an interesting meeting. The main topics that had been discussed were changes to how the District Council would deal with planning applications, the introduction of the electronic paperless planning process and the New Homes Bonus.

12 OUTSIDE BODY APPOINTMENTS 2013/2014

A schedule of the Outside Body Appointments for 2012/2013 had been circulated with the Agenda and members had been asked to let the Administration Manager know if they did not wish to continue as the City Council's representative on an Outside Body for the forthcoming year. Only Councillor Scicluna had replied.

There were currently vacancies on Chichester Residents' Association Co-ordinating Group, Chichester District Car Parking Forum and the Local Strategic Partnership (CDC).

It was RESOLVED that the following changes be incorporated into the Outside Body Appointments for 2013/2014 :

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| - Chichester District Car Parking Forum | - Cllr Macey |
| - Chichester Welfare Trusts | - Cllr Scicluna |
| - Friends of Chartres Executive Committee | - Cllr Scicluna |
| - Friends of Ravenna Executive Committee | - Cllr Scicluna |
| - Friends of Valletta Executive Committee | - Mayor in Office as President
Cllrs Scicluna, Woolley and French |
| - Local Strategic Partnership (CDC) | - Cllr Apel |

No appointment was made to the Chichester Residents' Association Co-ordinating Group.

13 CHICHESTER IN BLOOM

The Administration Manager advised that the City Centre route had been devised and would be discussed further at the next Chichester in Bloom meeting on Wednesday 12 June 2013. The Portfolio was also being put together and would need to be submitted by Tuesday 18 June 2013. The flower towers in the City Centre are to be repainted and will be planted up shortly. The hanging baskets would be going up within the next two weeks. The weather had hindered plant growth hence why the summer planting was slightly delayed.

14 ITEMS FOR INCLUSION ON THE AGENDA FOR THE NEXT ORDINARY MEETING

- Policing & Security in the City
- Reports from Friends of Chartres & Ravenna & Valletta
- Street Licensing Activities
- Link with Kursk
- Chichester in Bloom
- Bus Shelters
- Public Conveniences

The meeting ended at 7.38pm.