



**MINUTES OF THE PROCEEDINGS OF MEETING OF THE  
COUNCIL OF THE CITY OF CHICHESTER HELD IN THE COUNCIL CHAMBER  
AT THE COUNCIL HOUSE, NORTH STREET, CHICHESTER  
ON WEDNESDAY 25 JUNE 2014 AT 6.00PM**

- PRESENT : The Mayor (Councillor Hughes)  
The Deputy Mayor (Councillor Siggs)  
Councillors Apel, Bell, Budge, Campling, P Dignum, T Dignum, Evans,  
French, Macey, Rankin, Smith and Woolley
- APOLOGIES : Councillors Chaplin, Holman, Plowman, Rees and Scicluna
- ABSENT : Councillor Shone
- IN ATTENDANCE : Town Clerk, Mayoral/Administrative Assistant and Macebearer

8 MINUTES

RESOLVED that the Minutes of the Annual Meeting of Council held on 14 May 2014 and circulated be approved, adopted and signed as a correct record.

9 MAYOR'S ANNOUNCEMENTS

(i) Twinning Exchange Visit to Chartres - 55th Anniversary

The Mayor reported upon his recent visit to Chartres and expressed grateful thanks to the Deputy Mayor of Chartres, Patrick Geroudet, who had hosted him and the Mayoress during the visit.

(ii) HM Queen's Royal Garden Party

The Mayor said that he and the Mayoress had been honoured to have the opportunity to attend Her Majesty The Queen's Royal Garden Party at Buckingham Palace in July.

(iii) Mayor's Charity Barn Dance - Friday 25 July

The Mayor advised of his forthcoming Charity Barn Dance to be held in the Assembly Room on Friday 25 July 2014 at 7pm for 7.30pm which he encouraged members to support.

10 PUBLIC QUESTION TIME

There were no questions from members of the public being residents in the City pursuant to Standing Order 27.

## 11 MINUTES OF MEETINGS

### (a) Planning & Conservation Committee

It was moved by Councillor Woolley, as Chairman of the Committee, that the Minutes of the meeting held on 7 May 2014 be approved and adopted.

It was RESOLVED that the original motion put by Councillor Woolley, that the Minutes of the meeting held on 7 May 2014 be approved and adopted.

Councillor Woolley commented on the Priest's House at Whyke Road which he said was now up for sale. He understood that interest had been expressed in the property and that the necessary repairs to the roof could now be resolved.

Councillor Woolley also mentioned the Graylingwell Park development and advised that a site visit had recently been made prior to the City Council's formal response to the planning application.

### (b) Community Affairs Committee

It was moved by Councillor Apel, as Chairman of the Committee, that the Minutes of the meeting held on 2 June 2014 be approved and adopted.

It was RESOLVED that the original motion put by Councillor Apel, that the Minutes of the meeting held on 2 June 2014 be approved and adopted.

### (c) Planning & Conservation Committee

It was moved by Councillor Woolley, as Chairman of the Committee, that the Minutes of the meeting held on 4 June 2014 be approved and adopted.

It was RESOLVED that the original motion put by Councillor Woolley, that the Minutes of the meeting held on 4 June 2014 be approved and adopted.

### (d) Finance Committee

It was moved by Councillor Campling as Vice-Chairman of the Committee, that the Minutes of the Meeting held on 10 June 2014 be approved and adopted.

Councillor Campling drew members attention to the following Recommendations :

Minute 8 Statement of Accounts 2013/2014

Recommendation to Full Council that the Statement of Accounts 2013/2014 be approved and signed.

Councillor Campling proposed and was duly seconded and it was RESOLVED that the Statement of Accounts 2013/2104 be approved and signed by the Chairman.

Minute 9 Audit Commission Annual Return for Year Ended 31 March 2014

Recommendation to Full Council that the Audit Commission Annual Return for Year Ended 31 March 2014 and City Council's Internal Control Policy be approved and signed by the Chairman.

Councillor Campling proposed and was duly seconded and it was RESOLVED that the Audit Commission Annual Return for Year Ended 31 March 2014 and the City Council's Internal Control Policy be approved and signed by the Chairman.

Minute 10 Appointment of Internal Auditor

Recommendation to Full Council that the appointment of Mr Stephen James as the City Council's Internal Auditor continue for the financial year ending 31 March 2015 and that the Audit Plan 2014/2015 and the Audit Terms of Reference be approved.

Councillor Campling proposed and was duly seconded and it was RESOLVED that the appointment of Mr Stephen James as the City Council's Internal Auditor continue for the financial year ending 31 March 2015 and that the Audit Plan 2014/2015 and the Audit Terms of Reference be approved

It was further RESOLVED that the original motion put by Councillor Campling, that the Minutes of the Meeting held on 10 June 2014 be approved and adopted.

Councillor Campling expressed thanks to Chichester District Council for their decision to pass on the reduced Council tax base grant as many other principal authorities had not done so, leaving Parish Councils to make significant adjustments to their budgets.

Councillor Bell supported the retention of Henty Field as a green space in the City Centre and asked that the Council consider very carefully the positive merits of entering into an agreement with West Sussex County Council. The officers would be taking the matter further (subject to Council approval tonight) and would report back to the next meeting of the Finance Committee.

Councillor T Dignum commented upon the desirability of obtaining a perpetuity transfer of Henty Field.

Councillor Dignum also wished to record thanks to the Finance Manager for her work in the production and submission of the City Council's Final Accounts.

Councillor Campling thanked the City Council Officers for their work.

(e) Business Review Committee

It was moved by Councillor Campling, as Vice-Chairman of the Committee, that the Minutes of the meeting held on 12 June 2014 be approved and adopted.

The Council noted the New Homes Bonus applications being considered at the Council-in-Committee meeting on 3 July 2014.

It was RESOLVED that the original motion put by Councillor Campling, that the Minutes of the meeting held on 12 June 2014 be approved and adopted.

12 REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

Councillor P Dignum, as the City Council's representative on the Information Shop for young People, reported that they were having difficulties following the loss of the Fernleigh Centre. However they were in the process of launching their website and doing outreach work and were also working on a joint-funding initiative.

Councillor Evans, as the City Council's representative on the Friends of Ravenna, reported on the Friends of Ravenna Annual General Meeting held on 18 June 2014 at which Alan Green had given a very interesting and informative talk on Georgian Chichester. He said that the Ravennati were visiting soon and that the Gemelli newsletter would soon be sent by email instead of hard copy.

Councillor Campling, as the City Council's representative on the Friends of Chartres, reported on the Friends of Chartres Schools Art Competition held at Pallant House Gallery at which he had attended. He had been very impressed and encouraged by numbers attending and the standard of the entries in the competition.

13 WARD REPORTS FROM CHICHESTER CITY COUNCIL MEMBERS

Councillor Apel as a West Ward member, advised of the White House Farm Public Exhibition to be held on 15 July 2014 at Vicars' Hall.

Councillor Dignum, as a South Ward member, said that a number of representations had been made at the recent Whyke Road Residents Association Annual General Meeting about the poor state of some road signs, ie: ineligible due to weathering, age etc. An email had been sent to the Town Clerk about this and had received a positive response for which the Town Clerk was thanked.

Councillor Campling, as a West Ward member, reported on his attendance at The Neighbourhood Management Panel at which parking was mentioned, particularly with regard to Bishop Luffa School. Councillor Bell said that a Concept Statement should be encouraging adequate pick-up and drop-off points at the school as part of the development.

14 REPORTS FROM CHICHESTER DISTRICT AND WEST SUSSEX COUNTY COUNCIL'S WARD MEMBERS

Councillor French, as a Chichester District Councillor, reminded members that Chichester District Council were holding a Member Public Briefing Session on the proposed development on land between Stane Street and Madgwick Lane, Westhampnett on Monday 7 July 2014 at the revised time of 2.00pm.

Councillor Evans gave apologies on behalf of Councillor Margaret Evans and Jeremy Hunt for their non-attendance at this Council meeting.

15 QUESTIONS

There were no questions from members of the Council pursuant to Standing Order 24.

16 COMMON SEAL

RESOLVED that the Common Seal be affixed to any documents necessary to give effect to the resolutions passed at this meeting.

The meeting closed at 6.42pm.