

CHICHESTER CITY COUNCIL

MINUTES OF THE BUSINESS REVIEW COMMITTEE MEETING

HELD ON THURSDAY 12 JUNE 2014 AT 10.00AM

PRESENT : Councillors Campling, T Dignum, Evans, Plowman and Woolley
ALSO PRESENT : Councillor French
ABSENT : Councillor Apel
IN ATTENDANCE : Administration Manager, Property Manager and Finance Manager

1 ELECTION OF CHAIRMAN

It was proposed, seconded and RESOLVED that Councillor Plowman be appointed Chairman of the Business Review Committee for the remainder of the Council Year. There were no other nominations.

2 ELECTION OF VICE-CHAIRMAN

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

3 MINUTES

The Minutes of the Business Review Committee Meeting held on 4 April 2014 having been circulated, were signed by the Chairman as a correct record.

4 SECTION 106 MONIES

The Chairman advised that since the last meeting the Working Group referred to in Minute 19 had not met and therefore the applications had not been discussed further. It was suggested that the Property Manager obtain costings and other related information on the applications submitted and report back to the next Committee meeting.

5 NEW HOMES BONUS APPLICATIONS 2014/2015

The Committee were advised that to date there was the possibility of nine New Homes Bonus applications being submitted namely :

- Chichester Canal (Councillor P Dignum)
- Whyke Estate Community Association (Councillor P Dignum)
- The Boys Club (Councillor Plowman)
- Chichester Rugby Club (Councillor Budge)
- Taste Artisan Food (Councillor Rankin)
- Graylingwell (Chichester Development Trust) (Councillor French)
- New Park Centre (Councillor French)
- St John's Chapel (Councillor Woolley)
- Chichester City Council for a project involving the Oak tree that fell down on St Paul's allotment site (Councillor Campling)

The Administration Manager advised two of the above organisations had already been informed that draft New Homes Bonus applications should be submitted to the City Council by no later than 5pm on Monday 23 June 2014.

This would enable a schedule to be produced outlining a brief synopsis of each application and which would then be sent out with the Agenda a week in advance of the Council-in-Committee meeting on Thursday 3 July 2014. Members would be urged to view all the detailed applications before the meeting as this information would not be copied for each member.

A representative would be invited to attend the Council-in-Committee meeting to give a 10-minute presentation on their application followed by a 10-minute 'Question and Answer' session by members before determining each application.

The Administration Manager advised that this procedure was successful for the 2013/2014 New Homes Bonus Applications, however it had to be observed that if any more applications were submitted consideration may have to be given to holding two Council meetings.

With regards to the 2013/2014 New Homes Bonus applications, contact had been made with all the applicants but to date only the New Park Centre had requested any monies. It was suggested that the applicants be contacted again and an update be requested on their projects.

6 LOCALISM, MOVING FORWARD

The Committee were advised that Chichester District Council's Senior Leadership Team had met on Monday 9 June 2014 to discuss this matter and a response was still awaited.

Orders had been placed with SSE for the installation of Heritage Lighting Column upgrade on Tuesday 6 May 2014 at a cost of £57,027.36.

The installation of MUGA lighting at Whyke was continuing and matters relating to Henty Field had been discussed at the Finance Committee meeting on Tuesday 10 June 2014.

The Chairman advised that he would be meeting the Leader of Chichester District Council, Councillor Heather Caird, on Tuesday 17 June 2014.

7 STANDING ORDERS AND FINANCIAL REGULATIONS REVIEW

As reported at the Finance Committee meeting on Tuesday 10 June 2014, the Town Clerk and Finance Manager were drafting new Financial Regulations in accordance with the new National Association Local Council's Financial Regulations.

The Town Clerk and Deputy Mayor would meet to discuss and review Standing Orders.

8 BUSINESS PLAN

The Chairman advised that there were many projects that needed to be included in the Business Plan, ie. taking over responsibility of benches, New Homes Bonus, Bus Shelters, etc, and the Administration Manager and Chairman would update the Business Plan and report further at the next meeting of the Committee.

9 ITEMS TO BE INCLUDED ON THE AGENDA FOR THE NEXT ORDINARY MEETING

- Section 106 Monies
- New Homes Bonus Applications 2014/2015
- Localism
- Business Plan

10 DATE OF NEXT MEETING

Thursday 14 August 2014 at 10.00am

The meeting ended at 11.10am.