



**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 22 JUNE 2016 AT 6.00PM**

- PRESENT : The Mayor (Councillor P Budge)
The Deputy Mayor (Councillor P Evans)
Councillors Apel, P M Budge, Dignum, M Evans, T French, Galloway,
Holman, Keyworth, Kilby, Plowman, Scicluna, Sharp and Tupper
- APOLOGIES : Councillors Bell, J French, Joy and Macey
- ABSENT : Councillor Dempster
- IN ATTENDANCE : Town Clerk, Mayoral/Administrative Assistant, Mayor's Chaplain and
Macebearer

Prior to the commencement of the meeting, the Mayor's Chaplain said prayers and Jo Cox MP and former City Councillor and Mayor, John Rankin were remembered.

8 MINUTES

RESOLVED that the Minutes of the Special Meeting of Council held on 11 May 2016 and the Minutes of the Annual Meeting of Council held on 11 May 2016, having been printed and circulated be approved, adopted and signed as a correct record.

9 MAYOR'S ANNOUNCEMENTS

The Mayor invited all those present to observe a period of reflective silence in memory of former Councillor and Mayor John Rankin who had sadly passed away. The funeral would be held at Chichester Cathedral on Friday 1 July 2016 at 1.00pm and a Memorial Service would be held at a later date and members would be kept informed.

10 PUBLIC QUESTION TIME

There were no questions from members of the public being resident of the City.

11 MINUTES OF MEETINGS

(a) Planning & Conservation Committee

It was moved by Councillor Kilby, as Chairman of the Committee, that the Minutes of the meeting held on 4 May 2016 be approved and adopted.

It was RESOLVED that the original motion put by Councillor Kilby, that the Minutes of the meeting held on 4 May 2016 be approved and adopted.

(b) Planning & Conservation Committee

It was moved by Councillor Kilby, as Chairman of the Committee, that the Minutes of the meeting held on 1 June 2016 be approved and adopted.

Councillor Plowman referred to Minute 7(iv) Application for Student Accommodation Land adjacent to Tesco PFS. He said that questions had been raised about the rendered finish and also the proposed Management Scheme.

The Deputy Mayor referring to Minute 6(i) Display Flags, said that, as the City Council's representative on Business Improvement District (BID), he had raised the question of display flags and that BID had agreed to co-operate with the City Council in the future.

Councillor Plowman said that with respect to the White House Farm application, Minute 7(v) information from the Environment Agency and West Sussex County Council Highways was still awaited. The matter was likely to be discussed at the District Council's Planning Committee in July.

It was RESOLVED that the original motion put by Councillor Kilby, that the Minutes of the meeting held on 1 June 2016 be approved and adopted.

(c) Community Affairs Committee

It was moved by Councillor Galloway, Chairman of the Committee, that the Minutes of Meeting held on 13 June 2016 be approved and adopted.

Minute 8 - Councillor Galloway drew the attention of the Committee to the Discretionary Grant of £1,000 awarded for the Garden Fest event which was subsequently cancelled. It was noted that the grant had been used for set-up costs, but that no policy existed for the cancellation of pre-planned events. This would therefore be re-visited at the next Ordinary Meeting of the Committee.

Minute 11 - Members noted, with displeasure, the proposed relocation of the Crown Post Office in West Street to the WH Smith store in North Street. It was however felt that it would be advantageous for individuals to comment but a collective response from the City Council would be sent. The closing date was 20 July 2016.

Minute 5 - Closure of Chichester Law Courts. The Deputy Mayor and other members reiterated the importance of Chichester City having its own Law Court.

After much debate it was felt that a Public Meeting be held at which representatives of the legal profession would be invited to attend to represent the case against the closure of Chichester Law Courts.

It was proposed by Councillor Apel, seconded by Councillor Holman and RESOLVED that a Public Meeting be held on a date to be arranged within the next three months on the closure of Chichester Courts, with the proviso that members of the legal profession were free to attend to represent the case against the closure.

It was RESOLVED that the original motion put by Councillor Galloway, that the Minutes of the Meeting held on 13 June 2016 be approved and adopted.

(d) Finance Committee

It was moved by Councillor Dignum, Chairman of the Committee, that the Minutes of the Meeting held on 14 June 2016 be approved and adopted excluding the Recommendations in Minute 10, 12, 13 and 14 which would be dealt with separately.

With regard to Minute 5, Councillor Dignum commented that the Finance Manager had explored other areas of banking for the City Council because of the increase in costs now proposed by the City Council's current bank, Barclays. Therefore the City Council's Current and Imprest Accounts had now been transferred to Unity Trust Bank, who currently had no charges for on-line banking for Parish Councils

Referring to Minute 6 it was noted that a trailer and tow bar would be purchased to enable transport of the City Council's green waste and bulky tools and equipment.

Referring to Minute 7(a) Market Cross Clock, the decision to proceed with electrifying the working mechanism was noted

With regard to Minute 9, Councillor Dignum said that following the establishment of a CIL Sub-Committee that more detailed information was needed about the various projects that could benefit from CIL funding and that any comments from members would be welcome.

Councillor Dignum wished to record a vote of thanks to the Finance Manager for her good work in preparing the Financial Accounts.

It was RESOLVED that the original motion put by Councillor Dignum, that the Minutes of the meeting held on 14 June 2016 be approved and adopted excluding the Recommendation in Minutes 10, 12, 13 and 14 which would be dealt with separately.

Minute 10 Statement of Accounts 2015/2016

Recommendation to Full Council that the Statement of Accounts 2015/2016 be approved and signed by the Mayor and Responsible Finance Officer

Councillor Dignum, proposed and was duly seconded and it was RESOLVED that the Statement of Accounts 2015/2016 be approved and signed by the Mayor and Responsible Finance Officer.

Minute 12 Annual Governance Statement (Part 1 of the Annual Return) 2015/2016

Recommendation to Full Council that the Annual Governance Statement (Part 1 of the Annual Return) 2015/2016 be approved and signed by the Mayor and the Town Clerk

Councillor Dignum, proposed and was duly seconded and it was RESOLVED that the Annual Governance Statement (Part 1 of the Annual Return) 2015/2016 be approved and signed by the Mayor and the Town Clerk.

Minute 13 Accounting Statements (Part 2 of the Annual Return) 2015/2016

Recommendation to Full Council that the Annual Governance Statement (Part 2 of the Annual Return) 2015/2016 be approved and signed by the Mayor.

Councillor Dignum, proposed and was duly seconded and it was RESOLVED that the Accounting Statements (Part 2 of the Annual Return) 2015/2016 be approved and signed by the Mayor.

Minute 14 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 2017 and that the Audit Plan 2016/2017 and the Audit Terms of Reference be approved

Councillor Dignum, 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 2017 and that the Audit Plan 2016/2017 and the Audit Terms of Reference be approved.

12 REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

Councillor Scicluna, the City Council's representative on the Friends of Chartres, Ravenna and Valletta advised of local events being organised at the New Park Centre in support of the Festival of Chichester, including a talk by the former Dean of Chichester, Nicholas Frayling.

The Deputy Mayor, as the City Council's representative on the Friends of Ravenna Committee reported on the interesting talk given to the friends of Ravenna AGM by the curator of Fishbourne Roman Palace about the history of Chichester.

Councillor Plowman reported upon plans of the Corporation of St Pancras to acquire a building to provide four new Almshouses.

Councillor Tupper said that if there was progress with regard to meetings of the Southern Gateway Forum then he would be prepared to continue as the City Council's representative.

13 WARD REPORTS FROM CHICHESTER CITY COUNCIL MEMBERS

The Mayor said he was pleased, in conjunction with Councillor Louise Goldsmith, Leader of West Sussex County Council to formally declare open The Brewery Field (formerly Henty Field). Attendance had been somewhat thinner than expected, but he had asked the Chairman of the Friends of The Brewery Field to attend future meetings of the Community Affairs Committee.

Councillor Plowman reported upon a number of very successful street parties held to commemorate the 90th birthday of Her Majesty, Queen Elizabeth II.

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

Councillor Margaret Evans, in her capacity as a member of West Sussex County Council seconded the preceding comments of Councillor Plowman and referred to the very impressive Annual Dragon Boat Race held at Chichester Ship Canal.

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 6.48pm.