



**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 21 JUNE 2017 AT 6.00PM**

- PRESENT : The Mayor (Councillor P Evans)
The Deputy Mayor (Councillor Bell)
Councillors Apel, Dignum, M Evans, T French, Galloway, Hixson, Kilby,
Macey, Scicluna, Sharp and Tupper
- APOLOGIES : Councillors Budge, J French, Joy, Keyworth and Plowman
- ABSENT : Councillors Dempster and Holman
- IN ATTENDANCE : Town Clerk, Mayoral/Administrative Assistant and Finance Manager and
Macebearer

10 MINUTES

RESOLVED that the Minutes of the Annual Meeting of Council held on 10 May 2017, having been printed and circulated be approved, adopted and signed as a correct record.

11 MAYOR'S ANNOUNCEMENTS

(i) Swanfield Centre

The Mayor said that he was now a month into his year of Office and had already carried out a number of engagements. He had more recently visited the Swanfield Centre, had witnessed the improvements made and was pleased that the City Council's New Homes Bonus Allocation had assisted with these improvements. He added that he had been invited to launch the newly-refurbished Youth Club and Community Centre on 1 September 2017.

(ii) Mayor's Charity Street Collection

The Mayor advised that the Mayor's Charity Street collection which took place on Saturday 17 June 2017 had been very successful and that £374 had been collected for his two charities, namely St Wilfrid's Hospice (for carers support) and PACSO. He wished to record special thanks to Councillor Richard Plowman for his unstinting support on the day in his role as Town Crier.

(iii) Ian Murray

The Mayor had recently met with Ian Murray (descendent of Sir George Murray) who had very kindly passed on his signet ring which would now be kept with the other artefacts in the Murray collection at the City Council.

(iv) New Homes Bonus

The Mayor reminded members of the deadline of 27 June 2017 for the New Homes Bonus applications, these would be considered by the Special Meeting of Council on 5 July 2017.

(v) City Council Planning

The Mayor referred to the recent retirement of the City Council's Planning Adviser, David Few, and said that the voluntary help currently being given to the City Council on Planning matters by Anna Whitty was most welcome and appreciated.

12 PUBLIC QUESTION TIME

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

13 HOLOCAUST MEMORIAL DAY 2018

This item was brought forward on the Agenda as Councillor Apel needed to leave early to attend another meeting.

The Deputy Mayor gave a brief explanation of the forthcoming Holocaust Memorial Day event taking place in 2018. He said that the three partners would be: Chichester Cathedral, The University of Chichester and Chichester City Council and that their logos would be used in any publicity for the event. It was anticipated that sponsorship would also be sought and that sponsors would be acknowledged in the same way.

The Deputy Mayor asked the Council to consider a request for the City Council's Coat of Arms be used on any publicity in connection with Holocaust Memorial Day in 2018 and in the future. However, he wished to amend the request.

It was RESOLVED that the City Council's Coat of Arms be used on publicity in connection with Holocaust Memorial Day activities involving City Councillors in 2018.

Councillor Apel explained the background behind an Opera (PUSH) by Howard Moody the opera, is the true story of a 10 year old Jewish boy who in 1943 survived the Nazi horror of sending Jews on the trains to concentration camps. The opera would be performed in Chichester Cathedral on 26/27 January 2018.

14 MINUTES OF MEETINGS

(a) Planning & Conservation Committee

It was moved by Councillor Kilby as vice-Chairman of the Committee, that the Minutes of the meeting held on 19 April 2017 be approved and adopted.

It was RESOLVED that the original motion put by Councillor Kilby that the Minutes of the meeting held on 19 April 2017 be approved and adopted.

(b) Planning & Conservation Committee

It was moved by Councillor Kilby as Vice-Chairman of the Committee, that the Minutes of the meeting held on 24 May 2017 be approved and adopted.

It was RESOLVED that the original motion put by Councillor Kilby that the Minutes of the meeting held on 24 May 2017 be approved and adopted.

(c) Community Affairs Committee

It was moved by Councillor Tupper as Chairman of the Committee, that the Minutes of the meeting held on 5 June 2017 be approved and adopted.

It was RESOLVED that the original motion put by Councillor Galloway that the Minutes of the meeting held on 5 June 2017 be approved and adopted.

(d) Finance Committee

It was moved by Councillor Dignum, as Chairman of the Committee, that the Minutes of the meeting held on 13 June 2017 be approved and adopted excluding the Recommendation in Minutes 5, 6, 8, 9 and 10 which would be discussed separately.

It was RESOLVED that the original motion put by Councillor Dignum, that the Minutes of the meeting held on 13 June 2017 be approved and adopted excluding the Recommendation in Minutes 5, 6, 8, 9 and 10 which would be discussed separately.

Councillor Dignum drew the Council's attention to the following Recommendations :

Minute 5 Internal Control Policy

It was RECOMMENDED to Full Council on Wednesday 21 June 2017 that the amended Internal Control Policy be adopted and signed by the Mayor and Responsible Finance Officer.

It was RESOLVED that the amended Internal Control Policy be adopted and signed by the Mayor and Responsible Finance Officer.

Minute 6 Statement of Accounts 2016/2017

It was RECOMMENDED to Full Council on Wednesday 21 June 2017 that the Statement of Accounts 2016/2017 be approved and signed by the Mayor and Responsible Finance Officer.

It was RESOLVED that the Statement of Accounts 2016/2017 be approved and signed by the Mayor and Responsible Finance Officer.

Minute 8 Annual Governance Statement (Part 1 of the Annual Return) 2016/2017

It was RECOMMENDED to Full Council on Wednesday 21 June 2017 that the Annual Governance Statement (Part 1 of the Annual Return) 2016/2017 be approved and signed by the Mayor and the Town Clerk.

It was RESOLVED that the Annual Governance Statement (Part 1 of the Annual Return) 2016/2017 be approved and signed by the Mayor and the Town Clerk.

Minute 9 Accounting Statements (Part 2 of the Annual Return) 2016/2017

It was RECOMMENDED to Full Council on Wednesday 21 June 2017 that the Accounting Statements (Part 2 of the Annual Return) 2016/2017 be approved and signed by the Mayor and Responsible Finance Officer.

It was RESOLVED that the Accounting Statements (Part 2 of the Annual Return) 2016/2017 be approved and signed by the Mayor and Responsible Finance Officer.

Minute 10 Appointment of Internal Auditor

It was RECOMMENDED to Full Council on Wednesday 21 June 2017 that the following be approved :

- (a) the appointment of Mr Stephen James as the City Council's Internal Auditor continue for the financial year ending 31 March 2018; and
- (b) the Audit Plan 2017/2018 and Audit Terms of Reference

It was RESOLVED that the following be approved :

- (a) the appointment of Mr Stephen James as the City Council's Internal Auditor continue for the financial year ending 31 March 2018; and
- (b) the Audit Plan 2017/2018 and Audit Terms of Reference

15 REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

Councillor Scicluna mentioned the Festival of Chichester Three Cities event being held in the Assembly Room on 26 June 2017 as part of the Festival of Chichester "Treading the Boards" when Paul Rogerson would be in discussion with Patricia Routledge.

16 WARD REPORTS FROM CHICHESTER CITY COUNCIL MEMBERS

Councillor Kilby, as an East Ward member, commented that it was good to see that the refitting of the Swanfield Centre, Youth Wing was well underway and noted that the Mayor had been invited to open the newly refurbished centre.

Councillor Apel, as a West Ward member, referred to the students parking in Fishbourne Road East now that the University had imposed a car park charging policy. This on-street parking had caused problems for residents in St Christopher's Close, Fishbourne Road East. The Mayor offered to write to the Vice-Chancellor of the University about this.

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

Councillor Dignum, as a Chichester District Councillor, spoke about the forthcoming plans for the regeneration of the south eastern area of Chichester (Southern Gateway Masterplan). The project aimed to transform the area which was a key point of access to the City. A public consultation was to take place, lasting for six weeks from 29 June 2017. Further details about the scheme were available on Chichester District Council's website.

Councillor Dignum also referred to the "Chichester Vision" report that would shortly be finalised.

18 QUESTIONS

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

19 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 6.43pm.