



**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 24 APRIL 2019 AT 6.00PM**

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

64 APOLOGIES FOR ABSENCE

As recorded above.

65 MINUTES

It was RESOLVED that the Minutes of the Meeting of Council held on 5 December 2018 and the Minutes of the Special Meeting of Council held on 13 March 2019 having been printed and circulated be approved, adopted and signed as a correct record.

66 DECLARATIONS OF INTEREST BY MEMBERS OF THE COUNCIL IN MATTERS ON THE AGENDA FOR THIS MEETING

Councillors Apel, Budge, Dignum, Kilby, Macey and Plowman declared a Personal Interest as members of Chichester District Council.

Councillors Plowman and Scicluna declared Personal Interests as members of the Chichester Conservation Area Advisory Committee.

Councillor P Evans declared a Personal Interest as Chichester City Council's representative on BID.

67 MAYOR'S ANNOUNCEMENTS

(i) Junior Mayor for the Day

The Mayor said that he and the Mayoress had had a thoroughly enjoyable day with pupils from St Anthony's School on the 'Junior Mayor for the Day' on 23 April 2019. He thanked the Mayoral/Administrative Assistant for her work in arranging the day and also the Casual Facilities Officer, Tim Smith, for transporting the Mayoral party on the day. He also thanked West Sussex Fire and Rescue, The Royal Sussex Regimental Association, the Learning and Engagement Department at Chichester Cathedral and the Planetarium for giving their time to make the event a success.

(ii) Visit of the Mayor of Chartres

The Mayor referred to the recent visit of M Jean-Pierre Gorges, the Mayor of Chartres, to the City in celebration of 60 years of twinning between Chichester and Chartres. He said that the visit had been especially successful and referred to a letter of appreciation received from the Mayor of Chartres.

The Mayor paid tribute to the work of the Friends of Chartres, Ravenna and Valletta.

(iii) Mayor's Charity Talk – "Downhill all the Way"

The Mayor advised of a forthcoming event in support of his charities – a talk by Justin Bulpett and Malcolm Meaby of their experiences in participating in the "Bike Ride Challenge" from John O'Groats to Chichester last year. This would be held on Saturday 27 April in The Old Court Room.

The Mayor took the opportunity to thank all his fellow Councillors for their sterling work during the past four year Administration.

68 PUBLIC QUESTION TIME

The following question had been received from a member of the public, Mr Alan Green, being Chairman of the Chichester Conservation Area Advisory Committee (CCAAC) and resident of the City pursuant to Standing Order 27.

Mr Green was invited to give background information in connection with his question regarding the Local Buildings List as follows:

He said that at the Planning and Conservation Committee held on 6 March 2019 the Committee had proposed the removal of Chichester Bus Garage, The Former High School for Girls, Chichester Magistrates Court and The Railway Station (excluding the Signal Box). Mr Green requested to register a protest.

Mr Green's question was supported by Councillor Sharp.

The Mayor thanked Mr Green for his question and invited Councillor Kilby, Chairman of the Planning and Conservation Committee, to respond.

Councillor Kilby suggested that this item be referred back to the Planning and Conservation Committee on 22 May 2019 for further discussion.

It was therefore proposed, seconded and RESOLVED that this item be referred to the Planning and Conservation Committee on 22 May 2019 for further discussion.

69 DISCRETIONARY GRANT RECIPIENTS

The Mayor invited a representative from each of the following organisations to give a brief presentation on their organisation and how the grant would help.

- Arun & Chichester Citizens Advice Bureau
- Chichester City Tours
- Childrens Book Festival - Chichester
- Festival of Chichester
- Friends of Priory Park
- Home-Start Chichester & District
- International Relations 'Three Cities' Working Group
- Pregnancy Options Centre
- Transition Chichester

The meeting was adjourned to enable a photograph of the Mayor to be taken with the recipients.

70 MINUTES OF COMMITTEES

(a) Planning & Conservation Committee

It was moved by Councillor Kilby, as Chairman of the Committee, that the Minutes of the meeting held on 12 December 2018 be approved and adopted.

Councillor Scicluna referred to Minute 88 where reference had been made to the non-installation of cycle racks at The Range Store. It was noted that the Property Manager had made enquiries through Chichester District Council and that these were now in place.

It was RESOLVED that the original motion put by Councillor Kilby that the Minutes of the meeting held on 12 December 2018 be approved and adopted.

(b) It was moved by Councillor Kilby, as Chairman of the Committee, that the Minutes of the meeting held on 9 January 2019 be approved and adopted.

It was RESOLVED that the original motion put by Councillor Kilby that the Minutes of the meeting held on 9 January 2019 be approved and adopted.

(c) Finance Committee

It was moved by Councillor Dignum, as Chairman of the Committee, that the Minutes of the meeting held on 15 January 2019 be approved and adopted.

It was RESOLVED that the original motion put by Councillor Dignum that the Minutes of the meeting held on 15 January 2019 be approved and adopted.

Councillor Dignum said that the next item would be addressed again under Agenda Item 7(1).

Minute 77 World War I Soldier Maurice Patten

It was RECOMMENDED to Full Council that up to £2,000 be allocated for the installation of the sculpture at Litten Gardens and suitable plinth for the sculpture. However, this amount had been increased to £3,500 to reflect the provision of an Interpretation Board on site and the reflection of the expected funding of the plinth by the Rotary Clubs.

It was RESOLVED that up to £3,500 be allocated for the installation of the sculpture at Litten Gardens and suitable plinth for the sculpture.

(d) Community Affairs Committee

It was moved by Councillor P Evans as Vice-Chairman of the Committee, that the Minutes of the meeting held on 21 January 2019 be approved and adopted.

Councillor Sharp referred to Minute 54 – Car Free Day and updated the City Council on progress to date.

It was RESOLVED that the original motion put by Councillor Evans that the Minutes of the meeting held on 21 January 2019 be approved and adopted.

(e) Planning & Conservation Committee

It was moved by Councillor Kilby, as Chairman of the Committee, that the Minutes of the meeting held on 6 February 2019 be approved and adopted.

It was RESOLVED that the original motion put by Councillor Kilby that the Minutes of the meeting held on 6 February 2019 be approved and adopted.

- (f) It was moved by Councillor Kilby, as Chairman of the Committee, that the Minutes of the meeting held on 6 March 2019 be approved and adopted.

It was RESOLVED that the original motion put by Councillor Kilby that the Minutes of the meeting held on 6 March 2019 be approved and adopted.

- (g) Special Finance Committee

It was moved by Councillor Dignum, as Chairman of the Committee, that the Minutes of the Special meeting held on 13 March 2019 be approved and adopted.

It was RESOLVED that the original motion put by Councillor Dignum that the Minutes of the Special meeting held on 13 March 2019 be approved and adopted.

Minute 88 Recommendation from Personnel Sub-Committee

It was RECOMMENDED to Full Council that:

- the Finance Manager move from 4 days a week to 5 days a week employment, continuing in her role as Responsible Financial Officer of the Council and assuming an oversight of some of the former Administration Manager's work.
- The Finance Manager's new post title will be Deputy Town Clerk and Responsible Finance Officer
- the Finance Manager would commence studies for the Certificate in Local Council Studies (CiLCA)
- the Senior Property Maintenance Officer move from the Property Team to a new post of Member Services Support Officer and would be responsible for IT, Committee administration for the Community Affairs and Finance Committees plus the associated Sub-Committees and Working Groups, administration of Street Banners, Floral Displays in the City Centre (in conjunction with the Finance Assistant), support work on personnel matters, Discretionary Grants, New Homes Bonus and assisting with Civic and Ceremonial events
- the Senior Property Maintenance Officer position would revert to the post of Property Maintenance Assistant
- the Mayoral/Administrative Assistant would take on the administrative aspects of the Full Council Meetings and continue servicing the Planning & Conservation Committee
- the above proposals would result in a saving in the Staffing Budget and these would be ring-fenced for future staffing requirements

It was RESOLVED that:

- the Finance Manager move from 4 days a week to 5 days a week employment, continuing in her role as Responsible Financial Officer of the Council and assuming an oversight of some of the former Administration Manager's work.
- The Finance Manager's new post title will be Deputy Town Clerk and Responsible Finance Officer

- the Finance Manager would commence studies for the Certificate in Local Council Studies (CiLCA)
- the Senior Property Maintenance Officer move from the Property Team to a new post of Member Services Support Officer and would be responsible for IT, Committee administration for the Community Affairs and Finance Committees plus the associated Sub-Committees and Working Groups, administration of Street Banners, Floral Displays in the City Centre (in conjunction with the Finance Assistant), support work on personnel matters, Discretionary Grants, New Homes Bonus and assisting with Civic and Ceremonial events.-
- the Senior Property Maintenance Officer position would revert to the post of Property Maintenance Assistant
- the Mayoral/Administrative Assistant would take on the administrative aspects of the Full Council Meetings and continue servicing the Planning & Conservation Committee
- the above proposals would result in a saving in the Staffing Budget and these would be ring-fenced for future staffing requirements

(h) Community Affairs Committee

It was moved by Councillor P Evans as Vice-Chairman of the Committee, that the Minutes of the meeting held on 25 March 2019 be approved and adopted.

It was RESOLVED that the original motion put by Councillor P Evans that the Minutes of the meeting held on 25 March be approved and adopted.

(i) Special Community Affairs Committee

It was moved by Councillor P Evans as Vice-Chairman of the Committee, that the Minutes of the Special meeting held on 1 April 2019 be approved and adopted.

It was RESOLVED that the original motion put by Councillor P Evans that the Minutes of the Special meeting of Committee held on 1 April 2019 be approved and adopted.

(j) Special Finance Committee

It was moved by Councillor Dignum, as Chairman of the Committee, that the Minutes of the Special meeting of Committee held on 2 April 2019 be approved and adopted.

Councillor Sharp wished to abstain from voting.

It was RESOLVED that the original motion put by Councillor Dignum that the Minutes of the Special meeting of Committee held on 2 April 2019 be approved and adopted.

(k) Planning & Conservation Committee

It was moved by Councillor Kilby, as Chairman of the Committee, that the Minutes of the meeting held on 3 April 2019 be approved and adopted.

It was RESOLVED that the original motion put by Councillor Kilby that the Minutes of the meeting held on 3 April 2019 be approved and adopted

(1) Finance Committee

Minute 102 World War I Soldier Maurice Patten

It was RECOMMENDED to Full Council that up to £3,500 be allocated for the installation of the sculpture at Litten Gardens and suitable plinth for the sculpture.

It was RESOLVED that up to £3,500 be allocated for the installation of the sculpture at Litten Gardens and suitable plinth for the sculpture.

It was moved by Councillor Dignum, as Chairman of the Committee, that the Minutes of the Special meeting of Committee held on 16 April 2019 be approved and adopted.

Councillor Sharp wished to abstain from voting.

It was RESOLVED that the original motion put by Councillor Dignum that the Minutes of the Special meeting of Committee held on 16 April 2019 be approved and adopted.

Councillor Plowman, on behalf of members, wished to express thanks to the Administration Manager, who had recently left the employment of the City Council, for her sterling work during her time with the City Council.

The Mayor thanked Councillor French, who would not be standing in the forthcoming local elections for his many years of service with the City Council.

Councillor Budge left the meeting.

71 REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

Councillor Scicluna, as the City Council's representative on the three twinning associations, advised members of a Friends of Valletta talk: "Malta Without a Camera" to be held on 23 May 2019.

Councillor French, as the City Council's representative on the St John's Chapel Trust, advised that he would be attending the next meeting of the Trust on 30 April 2019.

72 WARD REPORTS FROM CHICHESTER CITY COUNCIL MEMBERS

Councillor Scicluna expressed concern about the condition of the grass in Priory Park following the departure of the ice rink at Christmas. Councillor Plowman said that the condition of the grass would have a detrimental affect on an event planned to take place in June in Priory Park.

Councillor Budge said that Chichester District Council were aware of this and that steps were being taken to clarify the situation. It was suggested that the Planning Adviser be asked to contact the District Council about this.

Councillor Joy gave the background to the Business to Schools launch meeting and said the meeting had been well supported with many local organisations offering to donate items they were in the process of recycling to schools, such as computers, desks and chairs. Councillor Plowman had also attended the meeting.

Councillor Joy also said that in the East ward funding for the Sea Cadets new HQ was progressing.

Councillor Plowman expressed concern about the lack of respect for pedestrians by some cyclists.

Councillor Sharp commented on the plight of cyclists in Chichester – a pedestrian had been knocked down where she had also been knocked down.

It was felt that cyclists should be encouraged to promote a "share with care" initiative.

Councillor Sharp said that the community telephone kiosk in Whyke had been the subject of an arson attack and that residents had expressed concern about the air pollution. Councillor Sharp spoke about climate change and stressed the importance of awareness of this. Climate Change would be before the Council in the next cycle of meetings.

Councillor Apel spoke about drug misuse taking place in the community telephone kiosk. The Deputy Mayor mentioned the lack of lighting for the footbridge at Grove Road – now Whyke Lane. He also mentioned the taxi rank changes at the railway station and explained the proposals that had been put forward. He said that complaints had been received about some cyclists in Stockbridge Road – The Twitten, where despite the “Cycling Prohibited” sign had resulted in two elderly people being knocked over.

Councillor Apel mentioned the parking charges at the railway station.

73 REPORTS FROM CHICHESTER DISTRICT AND WEST SUSSEX COUNTY COUNCIL’S
WARD MEMBERS

There were no West Sussex County Council members present.

Councillor Apel said Chichester District Council’s Task and Finish Group’s consultation process needed clarification following representations received in particular with regard to Planning.

Councillor Plowman had asked whether a position for a Climate Emergency Officer could be considered.

74 REVISION OF STANDING ORDERS
Finance Minute 91 refers

It was RESOLVED that this item be deferred for further consideration in the new Administration.

75 QUESTIONS

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

76 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 7.59pm.