

Chichester City Council Annual Report 2018/2019



Message from the Mayor of Chichester Councillor Martyn Bell

I am very proud as Chairman of the City Council to report on a very full year of activity which has continued to support our local community where our powers and resources as a Parish Council have allowed.

Working with the County and District Councils, we have contributed to the Community Warden Programme, worked closely with the Police and Support Officers and helped fund the 'BID's' very effective City Centre Rangers.

We have successfully campaigned for additional pedestrian crossings and helped finance many local organisation's projects via our own Discretionary Grants and the 'New Homes Bonus' Grants.

The City Council's Property Team have improved Litten Gardens and restored the City War Memorial. To enhance the appearance of our City and its facilities we have continued with its superb floral displays, updated or installed new benches and installing new stainless steel cycle racks.

In the role of Mayor, I have been hugely privileged to welcome the Duke and Duchess of Sussex to Chichester on their very first formal visit to our City. I have been very proud to participate in the Ceremonies marking the 100th Anniversary of the First World War and the 'Priory Park 100' Programme. It was also a great pleasure to attend the Events marking what would have been the 100th Birthday of Leonard Bernstein and the magnificent performance of his 'Chichester Psalms' in the Cathedral.

As Mayor I have also supported activities to raise significant funds for my chosen Charities - 'Stonepillow' and 'The Oxmarket Gallery'.

The Mayoress and I have been invited to attend a very large number of superb Events organised by local Voluntary Organisations during my Term of Office and we both must pay a sincere tribute to the great work carried out by the very many individuals concerned.



New Sculpture for the City



A new sculpture was unveiled and dedicated in the Garden of Reflection and Reconciliation at Litten Gardens on Remembrance Sunday 2018 in recognition of all the men of Sussex who fought in the Great War.

The sculpture was carved from Sussex Oak and is multi-dimensional showing both life in the trenches and a peaceful aspect of civilian life.

Turn to page 3 for more Litten Gardens projects that have taken place during the year.

Discretionary Grants 2018/2019

The City Council's 2018/2019 Discretionary Grant Budget of **£30,000** was allocated to local organisations who offer a valuable service to the City and its residents.

5th Chichester Scout Group
£2,000

Chichester Area Mental Health Support
Foundation (Chichester Lunch Club)
£720

Chichester City Centre (Bell Tower) Drop-in
£3,000

Chichester Forest Schools CIC
£2,400

Chichester Information Shop for Young People
£3,000

City Angels
£5,000

Embrace Chichester
£1,000

Focus:Arts (Chichester Poetry)
£400

Friends of Chartres
£1,000

Friends of Priory Park
£2,500

Home-Start Chichester & District
£2,980

Pregnancy Options Centre
£1,500

Royal Sussex Association Chichester Branch
£3,000

Swanfield Park Residents Neighbourhood Group
(SPRING)
£500

West Sussex Scout Council
£1,000



Discretionary Grant Recipients with the Mayor of Chichester

Chichester City Council changed their policy on presenting Discretionary Grants in 2018/2019 whereby all Grants were to be paid by BACS payments.

However, a representative of the organisation is still invited to attend a Full Council Meeting and explain how the funding will be spent.

All organisations are requested to produce and submit a report to the City Council within 6 months of receiving the Grant explaining how the funding was spent.

During August and September 2018, the remote server hosting Chichester City Council's email accounts and website was unfortunately hacked. This caused severe disruption and we apologise if you were affected during this time and were unable to contact us via email. This resulted in the City Council going through an overhaul of their email systems and in October 2018, Office 365 was purchased for the Council and we are continuing to investigate other ways to improve our IT. We have also upgraded our Allotment Software System which has enabled the process of creating invoices and keeping up-to-date allotment information easier for the staff.

Remembrance Sunday 2018

A memorial stone supplied by the Department of Communications & Local Government (DCLG) to commemorate soldiers who were awarded the Victoria Cross during the First World War was unveiled in Litten Gardens during the Annual Remembrance Sunday Service in November



2018. The stone is dedicated to Lt Col Elstob VC, DSO, MC. Colonel Wilfrid Elstob of the 1st Manchester Pals Battalion was born in Chichester and was killed in action in March 1918 and for his bravery was awarded the Victoria Cross.



A new solid oak interpretation board has also been installed at the Garden of Reflection and Reconciliation giving information on the new sculpture and commemorative paving stone.



Also at the Annual Remembrance Sunday Service the Garrison Artillery Volunteers (a re-enactment group) set up a World War One 18pdr Field Gun at New Park Recreation Ground. The gun fired ten rounds of blank ammunition as a prelude to the commencement of the Two-minutes silence at 11:00am. The photograph left shows the firing of the Field Gun.

Litten Gardens

This has been the first full year of grass cutting and grounds maintenance by the City Council's Property Maintenance team. In the spring the grass was scarified and treated with selective weed killer and fertilizer and the soil was aerated. This has significantly improved the quality of the lawn areas.

Two trees in Litten Gardens had to be removed due to disease, however these have been replaced by a Prunus Umineko (flowering cherry) and a Malus Rudolph (crab apple).

Allotments

Over the winter period the City Council Property Team has been very busy carrying out maintenance on all the allotment sites, including clearing and bringing back into use a number of historically overgrown plots. At St Paul's the eroded haulage track has been repaired and the stump of the fallen oak tree has been removed to create a drop-off/pick-up parking area for the use of tenants. All sites, with the exception of St James Road, are now fully tenanted. We're continuing with our work of clearing and preparing vacant plots at St James for re-letting or communal use, with the aim of all sites being well cultivated and maintained. The Property Team have been kindly assisted by volunteers from the St James Allotment Association. It is anticipated that all plots at St James will be tenanted and under active cultivation by the end of spring.

Finance Overview 2018/2019

The City Council finances remain healthy and we are projecting an underspend against the budget of around £20,000. The final accounts will not be completed until late May 2019.

The estimated underspend is largely due to a continuing good return on our investments, higher than budgeted and an underspend on vehicle replacement costs during the financial year.

The City Council's main source of income is from the Precept and the Precept Support Grant from the District Council. This Grant is steadily declining from £27,647 in 2018/19 to £13,618 in 2019/20 and will reduce to zero in 2020/21. Where possible we are finding ways to offset this reduction in income.

The average tax payers' proportion of the Precept for the City Council has only increased by £2.72 per annum, 5p per week from 2018/19 to 2019/20.

Public Realm Projects

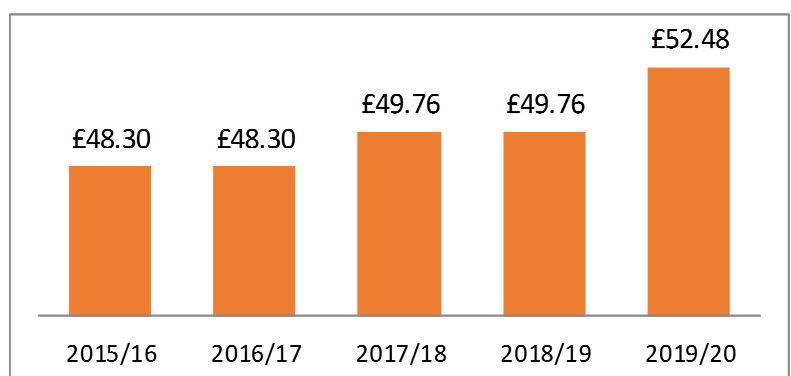
This year, the Public Realm budget of £43,966 has funded a number of projects in the City :

- * refurbishment of the flower tower bases in the City Centre
- * new chain link fence and improvements to a path in Litten Gardens
- * contribution towards the initiative Social Prescribing
- * contribution towards BID City Rangers
- * the purchase of grit bins and salt spreaders and snow shovels for use in the City
- * replacing existing and installing new City Boundary signs

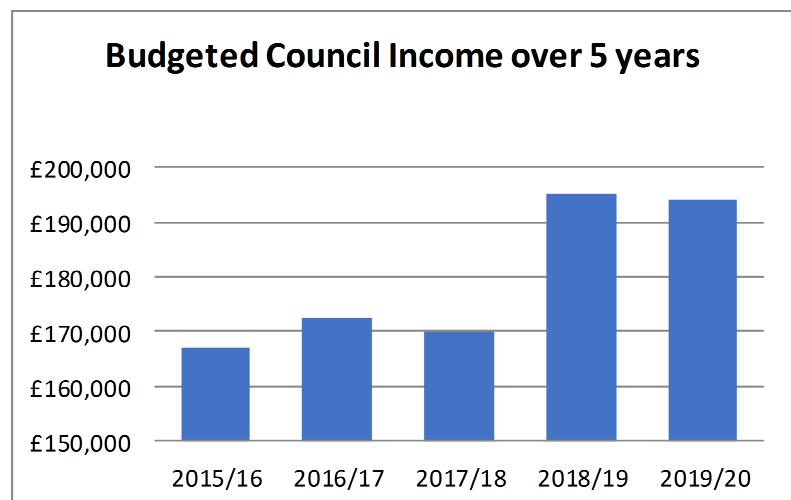
Total expenditure has been £27,567.10.

The remaining balance will be carried forward to 2019/2020 Public Realm projects

Band D Council Tax over 5 Years



Budgeted Council Income over 5 years



CIL Receipts

The Community Infrastructure Levy (CIL) is a planning charge, introduced by the Government through the Planning Act 2008.

The monies received by the District Council are distributed to Parish Councils to ensure that any development in their area contributes towards new or improving infrastructure in that area.

To date the City Council has received £130,738.92 in CIL Receipts.

These funds will be used to improve cycle ways in the City, bus shelters, signage and provide lighting for Litten Gardens. The receipts will also help fund Public Realm Projects.

CHICHESTER CITY COUNCIL
FINANCIAL YEAR 2018/2019
FORECAST OUTTURN
DRAFT SUMMARY ACCOUNTS - NOT AUDITED

	Original Budget £	Current Budget £	Actual £	Variance £	Notes
INCOME					
Council House	58,390	58,390	56,155	2,235	
Market House (aka Butter Market)	101,000	101,000	94,612	6,388	1.
Allotments	13,250	13,250	14,405	(1,155)	
Street name change administration	4,300	4,300	3,892	408	
Sale of Goods	300	300	61	239	
TOTAL INCOME (Excl Precept)	177,240	177,240	169,125	8,115	
EXPENDITURE					
Administration & recharges	65,830	65,830	64,241	1,589	
Civic	12,510	12,510	9,626	2,884	
Discretionary	104,560	132,706	129,194	3,512	2.
Allotments	23,150	23,150	21,739	1,411	
Council & Committees	54,120	54,120	52,221	1,899	
Community Affairs	19,750	19,750	18,989	761	
Events	8,300	8,300	8,300	-	
Crime and Disorder	40,000	40,000	40,000	-	
Statutory Expenses	75,800	75,800	73,833	1,969	
Mayoralty	29,560	29,560	29,189	371	
Council House	358,260	358,760	345,660	13,100	3.
Heritage	800	800	800	-	
Market House (aka Butter Market)	12,100	12,100	15,687	(3,587)	4.
City Cross	5,500	5,500	3,825	1,675	
St James Obelisk	100	100	100	-	
Brewery Field	2,000	2,000	2,000	-	
TOTAL EXPENDITURE	812,340	840,986	815,402	25,584	
NET COST OF SERVICES	635,100	663,746	646,277	17,469	
Reversal of Capital Charges	(47,000)	(47,000)	(47,000)	-	
Interest and Investment income	(18,000)	(18,000)	(23,500)	5,500	5.
NET OPERATING EXPENDITURE	570,100	598,746	575,777	22,969	
AMOUNT TO BE MET FROM PRECEPT	570,100	598,746	575,777	22,969	
Precept on District Council	542,453	542,453	542,453	-	
Precept Support Grant	27,647	27,647	27,648	-	
SURPLUS / DEFICIT FOR YEAR	-	28,646	5,676	22,969	

Note the draft accounts prepared for the Annual Parish Meeting show an 'at a glance snapshot' of the City Council's finances.

Detailed accounts, with supporting notes, will be submitted to the City Council in June 2019 and these detailed accounts are open to both public inspection and the subject of external audit.

- The Market House had a vacant unit for just over 7 months this year. This unit has since been re-let.
- £3,180 was carried forward from 2017/18 to pay towards weight testing the hanging basket brackets. All of the brackets were satisfactory, so the balance remained unspent.
- A budget of £9,500 was allocated for the purchase of a new vehicle for the Property Team. An opportunity arose at the end of the last financial year to purchase the vehicle earlier than anticipated so the budget in 2018/19 remained unspent and will be returned to Reserves.
- The City Council has incurred legal professional fees during the year when obtaining advice regarding the letting of the Market House.
- The City Council has continued to invest in The Local Authority Property Fund and the Public Sector Deposit Fund which has given a healthy return on the investments.

Annual Awards Ceremony



The 2018 City Council's Award Winners are shown left with the Mayor and Mayoress of Chichester, Councillor Martyn Bell and Mrs Toom Bell.

The Winners were presented with their awards by the Mayor at a ceremony held at the beginning of February 2019.

Six Civic Awards were presented, one Community Award and one Blue Plaque.

Annual Meeting of Council (Mayor Making)



In May 2018 the Annual Meeting of Council (Mayor Making Ceremony) took place in the Guildhall in Priory Park as opposed to the Council House in North Street where it had taken place since 1835. Prior to 1835 the ceremony had always been held in the Guildhall and to celebrate Priory Park's 100 years Centenary, the Mayor and Councillors processed to the Guildhall for the historic meeting.



To celebrate the 60th anniversary of the twinning between Chichester and Chartres, the Mayors of Chartres and Chichester planted a commemorative tree in Litten Gardens at the beginning of March 2019.

Did you know that

The Mayor of Chichester has attended in the region of 200 engagements in his Mayoral Year

The Council House

The City Council's Property Team has undertaken various improvement works at the Council House in North Street over the past year; these include :

- * the internal redecoration of the Lion Street corridor, lift lobby area and service staircase. The Old Court Room roof leak has been repaired and the ceiling and upper walls are being redecorated
- * the lead flashing and slate roof above the Old Court Room has been replaced using traditional methods and materials in keeping with the age of the building
- * the brickwork to the rear of the Council House has been repointed with Lime mortar to prevent damp penetration
- * the security of the Council House has been improved with an upgrade of the Door Access and CCTV systems, which are now up to modern standards
- * the internal lighting is progressively being upgraded to low-energy/long-life LED fittings. This is improving lighting levels and reducing energy and maintenance costs

New Homes Bonus 2018/2019

On behalf of various local organisations, Chichester City Council submitted six New Homes Bonus Applications to the District Council's New Homes Bonus Scheme in the sum of £74,628.

All six applications were approved.

Chichester Boys Club
A new Minibus (£12,000)

The Murray Club and Vincent Gray
Nelson/Murray statue (£15,000)

Oxmarket Gallery
Improvement works (£15,000)

Chichester Community Development Trust
Lower Graylingwell Clubhouse (£5,628)

South Downs Planetarium
Cladding and roof repairs (£12,000)

Revelation Family Church
Hub for Community Services (£15,000)



The Mayor together with the Lord Lt of West Sussex had the honour of welcoming the Duke and Duchess of Sussex on their visit to Chichester

To celebrate Priory Park 100 many events were organised last year by Friends of Priory Park.

The photographs right are of the Drumhead Ceremony held in the Park and invited guests attending Evensong Service in the Guildhall.



In August 2018 a By-Election was held in the East Ward following the resignation of Councillor Jo French in June.

Chris Spink won the By-Election and will represent the East Ward until the next Parish Elections in May 2019.

Street Name Signs

A full inspection and audit of street name signs within the City has been completed and an asset and inspection list compiled.

The aspiration is to inspect every street name sign at least once a year.

33 old, damaged or missing street name signs have been replaced during 2018/2019.

City Boundary Signs

The four existing City of Chichester parish boundary signs in Cathedral Way, Lavant Road, St Paul's Road and Stockbridge Road, which were old and had become tatty, have been replaced. In addition, five new boundary signs have been installed in Bognor Road, Oving Road, Portfield Way, Westhampnett Road and Whyke Road.

Chichester City Council Electoral Review

The Local Government Boundary Commission for England (LGBCE) carried out an electoral review of Chichester District which resulted in 5 new wards being created in the City Centre namely Central, North, South, East and West.

Chichester City Council requested that the Wards be conterminous with the new district wards.

Also, in the May 2019 Parish Elections, Chichester City Councillors will reduce in number from 20 to 18.

The number of City Councillors in each of the Wards will be as follows :

Central Ward : 2
North Ward : 4
South : 4
East : 4
West : 4

Chichester City Council website
www.chichestercity.gov.uk

Chichester City Council

The Council House

North Street, Chichester PO19 1LQ

Telephone - 01243 788502

Website - www.chichestercity.gov.uk

E-mail - clerk@chichestercity.gov.uk

Mayor - Martyn Bell

Town Clerk - Rodney Duggua

Councillors

North Ward

Peter Budge	780121
Tony Dignum	538585
Margaret Evans	773074
Peter Evans	773074
Len Macey	786297

South Ward

Nigel Galloway	780652
Roger Keyworth	839994
Anne Scicluna	789065
Sarah Sharp	790077
Trevor Tupper	788028

East Ward

Tom Dempster	07428411969
Tony French	527834
Jo French	(resigned June 2018)
Denise Holman	778174
Jane Kilby	773494
Chris Spink	07836757142
(elected August 2018)	

West Ward

Clare Apel	783738
Martyn Bell	539806
Leslie Hixson	537325
Julian Joy	07789170015
Richard Plowman	787663

Officers

Rodney Duggua - Town Clerk P/T
Helen Monckton - Administration Manager F/T
Marianne Hosken - Mayoral/Administrative Assistant P/T
Claire Adams - Front of House Supervisor F/T
David Jenkins - Facilities Officer F/T
Kim Martin - Finance Manager P/T
Elaine Jones - Finance Assistant P/T
Peter Roberts - Property Manager P/T
Gareth Bowen - Senior Property Maintenance Officer F/T
Stephen Holman - Property Maintenance Officer F/T
Anna Whitty - Planning Adviser P/T
Steve James - Internal Auditor P/T
Owain Roberts, Tim Smart, Tim Smith, John Stone,
Brian Sullivan - Casual Facilities Officers