



CHICHESTER CITY COUNCIL

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Town Clerk: R Duggua RD BA (Hons)

TO THE MEMBERS OF THE CITY COUNCIL

Members are hereby summoned to attend a Meeting of the City Council to be held at
2.00pm on Wednesday 29 June 2022 in the
Council Chamber, the Council House, North Street, Chichester.

TOWN CLERK
23 June 2022

PRAYERS

**Prayers will be said by the Mayor's Chaplain, Bruno Kondabeka,
for those who wish to participate**

AGENDA

1. APOLOGIES FOR ABSENCE
2. MINUTES OF COUNCIL
To approve and sign the minutes of the Annual Meeting of Council held on 11 May 2022 (pages 1 – 3) (*copy attached*)
3. MAYOR'S ANNOUNCEMENTS
4. QUESTIONS
To answer questions (if any) from members of the public being residents of the City pursuant to Appendix 1 of Chichester City Council's Standing Orders (September 2020).
5. DISCRETIONARY GRANTS – TO NOTE THAT THESE HAVE ALREADY BEEN PAID TO THE ORGANISATIONS (**Community Affairs, 11 April 2022**)
 - 4Sight Vision Support £1328.40
 - Centurion Way Users Group £500
 - Chichester Forest Schools CIC £2120
 - Chichester Pride £2500
 - Chichester Priory Park Cricket Club £2500
 - Chichester Tree Wardens £488
 - Chichester Youth Adventure Trust £350
 - Festival of Chichester £3000
 - Lifecentre £2430
 - Nightingales Army CIC £352
 - The Royal Sussex Regimental Association £2500
 - St Barnabas Hospices (Sussex) Ltd £487.97

- Transition Chichester £1500
- Sussex Association for Spina Bifida and Hydrocephalus £500
- The Crown Community Pub Hub Ltd £500
- Three Cities £500
- UKHarvest £2000

6. MINUTES OF COMMITTEES

a) Planning and Conservation Committee

28 April 2022 (pages 209 – 214)
 26 May 2022 (pages 4 - 8)
 23 June 2022 (*to follow*) (pages 26 – TBC)

To consider the following recommendation:

i) Pavements in the city centre (**minute 25 refers**)

It was RECOMMENDED to Full Council on Wednesday 29 June 2022 that the City Council should support a campaign to address the unacceptable condition of the pavements in the city centre and that a Working Group be set up to support this campaign with the aim of bringing forward evidence to West Sussex County Council highlighting the condition of the pavements and the effect this is having on the residents of and visitors to the city and effecting a satisfactory resolution.

ii) Chichester City Council Draft Business Plan (**minute 27 refers**)

It was RECOMMENDED to Full Council on Wednesday 29 June 2022 that a Business Plan Working Group be set up to progress the development of the City Council's business plan.

Further to agreement by Council, discussion of the formation of the Business Plan Working Group to be taken under agenda item 7.

b) Community Affairs Committee

6 June 2022 (pages 9 - 13)

To consider the following recommendation:

i) Draft City Council Business Plan (**minute 17 refers**)

After a brief discussion, it was agreed by Members to RECOMMEND to Full Council on 29 June 2022 that a small Working Group be formed and the Finance and Planning & Conservation Committees be informed.

Further to agreement by Council, discussion of the formation of the Business Plan Working Group to be taken under agenda item 7.

c) Finance Committee

14 June 2022 (pages 14 - 25)
 - Property Sub-Committee 23 May 2022

To consider the following recommendations:

- i) Statement of Accounts 2021/2022 (**minute 8 refers**)

After a short further discussion, it was RECOMMENDED to Full Council on Wednesday 29 June 2022 that the Statement of Accounts 2021/2022 be approved and signed by the Mayor and the RFO.

- ii) Annual Governance Statement (Part 1 of the Annual Return) (**minute 10 refers**)

It was RECOMMENDED to Full Council on Wednesday 29 June 2022 that the Annual Governance Statement (Part 1 of the Annual Return) 2021/2022 be approved and signed by the Mayor and the Town Clerk.

- iii) Annual Governance Statement (Part 2 of the Annual Return) (**minute 11 refers**)

Councillors should note that this recommendation has now changed further to information received from accountants DCK Accounting Solutions after the Finance Committee meeting held on 14 June 2022.

This item will now be taken under agenda item 8 below.

- iv) Internal Control Policy (**minute 12 refers**)

It was RECOMMENDED to Full Council on Wednesday 29 June 2022 that the Internal Control Policy be adopted and signed by the Mayor and RFO.

- v) Internal Audit (**minute 13 refers**)

It was RECOMMENDED to Full Council on Wednesday 29 June 2022 that the appointment of the Internal Auditor be agreed for the financial year 2022/2023.

It was then RECOMMENDED to Full Council on Wednesday 29 June 2022 that the Draft Internal Audit Report for 2021/2022 be noted and approved.

- vi) Draft Business Plan (**minute 19 refers**)

After a further debate, it was RECOMMENDED to Full Council on Wednesday 29 June 2022 that a Business Plan Working Group be set up to progress the development of the City Council's business plan, with membership of the group to be decided at that meeting.

Further to agreement by Council, discussion of the formation of the Business Plan Working Group to be taken under agenda item 7.

- vii) Events budget increase to accommodate regular large event (**minute 21 refers**)

It was then RECOMMENDED to Full Council on Wednesday 29 June 2022 that a new event budget of £10,000 be created for the purpose of funding a regular large event.

- viii) Extension to Sea Cadets New Homes Bonus Project (ref. 10/19) to December 2023 (**minute 23 refers**)

The Committee RECOMMENDED to Full Council on 29 June 2022 that the request from the Sea Cadets for the extension of the New Homes Bonus deadline for project ref. 10/19 to December 2023 be noted and approved and Chichester District Council notified.

ix) Market House (minute 26 refers)

After a short discussion it was RECOMMENDED to Full Council on 29 June 2022 that the amendments to the Memorandum of Heads of Terms (Relocation and lease extension), as outlined, be accepted by the City Council.

7. BUSINESS PLAN WORKING GROUP
To decide membership of the Business Plan Working Group
8. ACCOUNTING STATEMENTS (Part 2 of the Annual Return) - CORRECTED
To note, accept and approve a revised Accounting Statement (Part 2 of the Annual Return) showing corrected staff cost figures (Box 4 and box 6) provided by accountants DCK Accounting Solutions after the Finance Committee held on 14 June 2022. (Originally approved and updated statements attached)
9. OIVING LIGHTS CHANGES
To request that Chichester City Council makes formal representation expressing concerns about the safety issues created by the recent changes to the Oving Road/A27 junction (**Planning and Conservation Committee, 26 May 2022, minute 6 refers**)
10. REPORTS OF REPRESENTATIVES ON OUTSIDE BODIES
To receive reports, if any, from City Council representatives on Outside Bodies
11. WARD REPORTS FROM CHICHESTER CITY COUNCILLORS
To receive reports, if any, from City Councillors about matters affecting their wards
12. REPORTS FROM CHICHESTER DISTRICT AND WEST SUSSEX COUNTY COUNCIL'S WARD MEMBERS
To receive reports from Chichester division members of West Sussex County Council and from Chichester ward members of Chichester District Council, if they consider it to be appropriate
13. QUESTIONS
To answer questions (if any) from members of Council pursuant to Standing Order 8.
14. COMMON SEAL

The filming, photographing and recording of City Council meetings is now permitted by those members of the press and public attending. This includes the use of mobile devices by those using social media. It would be appreciated if anyone who wishes to do this could let the Chairman know before the meeting commences. However, these provisions will not apply on occasions where the press and public are excluded from the meeting when confidential matters are discussed.

It is requested that discretion is exercised and nothing done to disrupt or distract the meeting in any way. The Chairman will reserve the right to request that filming/recording ceases if it is having a detrimental effect upon the meeting. If you do not wish to be filmed then please let the Chairman know so that alternative arrangements can be made.