



Chichester City Council

MEETING OF COUNCIL

Minutes

Date 28 September 2022

Time 2.00pm – 3.30pm

Location The Council Chamber - The Council House • North Street • CHICHESTER • West Sussex • PO19 1LQ

PRESENT: The Mayor (Councillor Joy) and Councillors Apel, Barrie, Bell, Carter, Corfield, Dignum, Gaskin, Gershater, C Hughes, J Hughes, Quail, Scicluna and Sharp

ALSO IN ATTENDANCE: Deputy Town Clerk, Property Manager, Member Services Support Officer, Property Maintenance Officer, Mayor's Chaplain, West Sussex County Councillors Hunt and Oakley, a member of the public (Dr Linda Boize)

ATTENDING VIA ZOOM: Committee and Community Officer

Before saying prayers, the Mayor's Chaplain reflected on the life of the late Queen Elizabeth II and on what the future held for the new King, His Majesty King Charles III.

The Mayor also asked Members to remember Councillor Kevin Hughes following his sudden and untimely death.

28. APOLOGIES FOR ABSENCE

RESOLVED to accept and approve apologies and reasons for absence from the meeting from the Deputy Mayor (Councillor Plowman) and Councillors Harry and Lishman.

29. DECLARATIONS OF INTEREST BY MEMBERS OF THE COMMITTEE IN MATTERS ON THE AGENDA FOR THIS MEETING

Councillor Scicluna had made standing declarations as a member of the Chichester Conservation Area Advisory Committee, membership of the three Friends associations (Chartres, Ravenna and Valletta) and a member of the Murray Club.

Councillor C Hughes had made a standing declaration as the City Council's representative on the Friends of Valletta.

Councillor Apel declared an interest as a member of Chichester District Council.

30. MINUTES OF COUNCIL

Councillor Sharp asked for updates on actions given in the minutes of the meeting held on 29 June 2022.

The Mayor asked Councillor Sharp to send an email to Councillors and Officers listing her specific points and requesting updates on those agreed actions.

RESOLVED to approve and sign as a correct record the minutes of the Meeting of Council held on the 29 June 2022, the Extraordinary Meeting of Council held on the 5 July 2022 and the Special Meeting of Council held on the 5 September 2022.

31. **MAYOR'S ANNOUNCEMENTS**

The Mayor brought Members' attention to a list of events and appointments that he had attended since the last Meeting of Council and that had been distributed to Councillors prior to the meeting.

He singled out charity workers as unsung heroes for the amount of work they put in to support the city and its residents.

32. **PUBLIC QUESTIONS**

The Mayor advised Members that a question had been received from a member of the public, Dr Linda Boize.

Dr Boize was asked to read her question as submitted.

I would like to ask a question at the Full Council meeting on 28 September. It concerns the minutes of the Planning & Conservation meeting on 18 August, item 62 "Members were concerned that there was insufficient data in the report; they were confused about the recommendations and pointed out that changing the speed limit on the A27 before limiting the speed on the roads in the city centre which would drive more traffic at higher speeds through the city."

My question is:

Regarding 'Speed reduction on the A27', item 62 of the 18 August minutes of the Planning and Conservation Committee and Members agreeing that this item is important and should be revisited when there is more information available:

1) concerning 'insufficient data' - what data do Members require to alleviate their concern?

2) what is confusing about the recommendations and what clarification is needed to remove the confusion?

3) what is the basis for asserting that changing the A27 speed limit would drive more traffic at higher speeds through the city?

The Mayor asked Councillor Quail, as Chairman on the Planning and Conservation Committee to respond.

Councillor Quail responded as follows:

First and foremost, I would remind Dr Boize that Members agreed that this item was important and that they wish to see it back again upon the Agenda when there is more information available to inform their response.

Minutes of meetings have of necessity to be as succinct as possible, but I recall that Members talked about National Highways data which they would wish to see and information from WSCC, the highway authority, on the wisdom or not of reducing the speed on the A27 round Chichester from 70 mph to 50 mph.

Councillor Sharp's report on the subject was a discursive document which could have been couched more simply and there were no clear recommendations.

As for Dr Boize's last point, we did not say that changing the speed limit on the A27 from 70mph to 50 mph would drive more traffic at higher speeds through the city. We said that changing the speed limit on the A27 before limiting the speed on the roads within the city would drive more traffic at higher speeds through the city.

Dr Boize thanked Councillor Quail for her response but stated that she was not sure that her points had been answered.

Councillor Quail replied and expressed the opinion that further discussion on this topic should take place at Planning and Conservation Committee meetings and that the Council meeting was not the appropriate forum for additional detailed debate.

In response to comments from Councillor Sharp asking that other organisations with the necessary information attend the Planning and Conservation Committee meetings, the Mayor reminded Members that the City Council did not have the necessary resources or expertise to undertake detailed work of this nature.

He also agreed with Councillor Quail that further discussion should take place at Planning and Conservation Committee meetings.

33. **MINUTES OF COMMITTEES**

a) Planning and Conservation Committee

It was moved by Councillor Quail, Chairman of the Committee, that the minutes of the meetings held on 21 July 2022, 28 July 2022 (Special Meeting), 18 August 2022 and 15 September 2022 be approved and adopted with the exception of the recommendation in minute 71 which would be considered separately.

Referring to minute 39 (21 July 2022), Councillor Sharp asked Councillor Gershater if progress had been made on the NHS recording more detailed information about where patients' trips and falls had taken place.

The Mayor reiterated his earlier point and asked Councillor Sharp to contact Councillors and Officers outside of the meeting to request updates on actions agreed.

Councillor Bell asked that the wording of minute 62 (18 August 2022) be amended to read:

*"Members were concerned that there was insufficient data in the report; they were confused about the recommendations and pointed out that changing the speed limit on the A27 before limiting the speed on the roads in the city centre which **might** drive more traffic at higher speeds through the city."*

Members RESOLVED to ask the Planning and Conservation Committee amend the minute as requested.

Councillor Sharp asked for clarification on a declaration made by the Mayor at the Special Meeting of the Planning and Conservation Committee held on 28 July 2022 (minute 49 refers). She asked whether the Mayor had meant to declare membership of ChiCycle or the Chichester and District Cycle Forum.

The Mayor confirmed that he had meant to declare an interest relating to the Chichester and District Cycle Forum and apologised for any confusion caused.

It was then RESOLVED that the minutes of the meetings held on 21 July 2022, 28 July 2022 (Special Meeting), 18 August 2022 and 15 September 2022 be approved and adopted excluding the recommendation in minute 71.

i) Traffic issues and congestion on Barnfield Drive and Bradshaw Road (minute 71 refers)

It was RECOMMENDED that Chichester City Council formally request West Sussex County Council (WSCC) to implement a community Traffic Regulation Order (TRO) preventing HGVs of 7.5 tons or more, except for access, from (a) using Barnfield Drive between its junction with Palmers Field Avenue and the junction with Kingsmead Avenue and (b) using Bradshaw Road between its junction with Barnfield Drive and the junction with Swanfield Drive.

Referring to a non-City Council meeting recently chaired by Councillor Scicluna, Councillor Bell asked that the Planning and Conservation Committee consider discussing a TRO for the streets in the Pallants.

Councillor Quail, as the Committee Chairman, agreed to take it to the next meeting in October 2022.

Councillor Carter asked whether the TRO would affect the vital bus services that ran along this route and Councillor Dignum asked whether HGVs would be stopped from delivering to the Aldi store located along the route.

The Member Services Support Officer clarified that the TRO wording specified that the restrictions applied except where access was required.

Councillor J Hughes commented on the number of construction vehicles that currently used the route and suggested that Do Not Follow signs could be installed if the TRO were to be adopted.

RESOLVED that Chichester City Council formally request West Sussex County Council (WSCC) to implement a community Traffic Regulation Order (TRO) preventing HGVs of 7.5 tons or more, except for access, from (a) using Barnfield Drive between its junction with Palmers Field Avenue and the junction with Kingsmead Avenue and (b) using Bradshaw Road between its junction with Barnfield Drive and the junction with Swanfield Drive.

b) Community Affairs Committee

It was moved by Councillor Apel, Chairman of the Committee, that the minutes of the meeting held on 5 September 2022 be approved and adopted with the exception of minute 31.

RESOLVED that the minutes of the meeting held on 5 September 2022 be approved and adopted with the exception of minute 31.

Councillor Sharp abstained.

i) Speyer Twinning (minute 31 refers)

After a short discussion, it was proposed, seconded and RESOLVED TO RECOMMEND to Council on 28 September 2022 to formally twin with Speyer, Germany.

The Mayor advised that this recommendation would be discussed under agenda item 9.

c) Finance Committee

It was moved by Councillor Scicluna, Chairman of the Committee, that the minutes of the meetings held on 8 August 2022 (Special Meeting) and 13 September 2022 be approved and adopted with the exception of minutes 37, 38, 43, 50 and 53.

RESOLVED that the minutes of the meetings held on 8 August 2022 (Special Meeting) and 13 September 2022 be approved and adopted with the exception of minutes 37, 38, 43, 50 and 53.

i) Resignation of the Property Manager (minute 37 refers)

After a short further discussion, it was RECOMMENDED to Council on 28 September 2022 that the identified Property Maintenance Officer 'act up' in the role of Property Manager for an initial period of six months, with the situation being monitored by the Town Clerk and Deputy Town Clerk.

RESOLVED that the identified Property Maintenance Officer 'act up' in the role of Property Manager for an initial period of six months, with the situation being monitored by the Town Clerk and Deputy Town Clerk.

The Mayor, Councillor Scicluna and other Members thanked the Property Manager for all the work he had undertaken during his time with the Council.

The Property Manager responded and thanked Members for their good wishes.

ii) Council House boiler replacement (minute 38 refers)

The Property Manager summarised the details of the quotes and it was then agreed to RECOMMEND to Council on the 28 September 2022 that an order be placed with Saunders Specialised Services Ltd for the replacement of the boilers in the amount of £27,918.00 to be paid from the City Council's CIL allocation.

Councillor Apel asked for confirmation that the new boilers would be environmentally friendly.

The Property Manager advised that, while nothing that burned fossil fuels was fully environmentally friendly, the proposed new boilers were highly efficient and capable of burning hydrogen in the future if the supply grid switched to that type of gas. He also advised that the boilers were the only currently viable solution given the fabric of the building.

The Mayor agreed and advised that this scheme formed part of a plan to help make the Council carbon neutral by 2030

The acting Property Manager confirmed that he and the Property Manager had undertaken significant research in to the available solutions and that gas boilers were the only option at this point in time.

RESOLVED that an order be placed with Saunders Specialised Services Ltd for the replacement of the boilers in the amount of £27,918.00 to be paid from the City Council's CIL allocation.

iii) Energy efficiency schemes (minute 43 refers)

It was RECOMMENDED to Council on 28 September 2022 that the City Council amend the CIL Infrastructure Plan to include an allocation of £200,000 for energy efficiency schemes at the Council House.

The Property Manager reminded Members of the schemes being proposed for the Council House as part of improving the energy efficiency of the Council House. These included better insulation, refurbishment of the sash windows, secondary glazing and battery storage for energy generated by the existing solar panel arrays.

RESOLVED that the City Council amend the CIL Infrastructure Plan to include an allocation of £200,000 for energy efficiency schemes at the Council House.

iv) Speyer twinning (minute 50 refers)

RECOMMENDED to Council on 28 September 2022 that a formal twinning link with Speyer, Germany be established, and that Speyer City Council be so advised.

The Mayor advised that this recommendation would be discussed under agenda item 9.

v) Chichester warm network and staffing implications (minute 53 refers)

The Committee agreed and it was RECOMMENDED to Council on 28 September 2022 that maternity cover be sought for the Committee and Community Officer post.

Councillor Scicluna reported that the Chichester Community Network was now undertaking work in support of the Chichester warm network.

The Mayor expressed support for maternity cover to be put in place to maintain the continuity of the City Council's community work.

Councillor Gershater added his support and voiced the opinion that, with a possible next wave of COVID on the way as well as the cost-of-living crisis; the kind of support being discussed was very important.

Councillor Apel reported that, at a recent Stonepillow Trustees meeting, she had learned that the numbers of homeless in Chichester was rising quickly and was expected to get worse over the winter so the warm network would be an important initiative.

Councillor Sharp expressed support for putting maternity cover in place and asked that the emphasis be on the community aspect of the role.

It was then RESOLVED that maternity cover be sought for the Committee and Community Officer post.

Members noted the contents of the following Sub-Committee minutes:

Personnel Sub-Committee

21 July 2022

8 August 2022

1 September 2022

34. BUSINESS PLAN WORKING GROUP

Councillor Gershater gave a summarised presentation that he had previously given to the Business Plan Working Group. Copies of the slides had been provided for Members.

He also asked that Councillors consider their personal strengths as well as their contacts with a view to recruiting volunteers with suitable expertise to complete specific tasks.

Members were advised that the target was to have a completed framework for the Business Plan in place by the May 2023 elections, to allow it to be passed to the new administration for further development.

Councillor Bell agreed that the Plan's focus should be on the city and residents of the city.

Councillor Gershater confirmed that the City Council Business Plan would incorporate aspects of the Neighbourhood Plan as both projects developed, as well as interfacing with the Chichester District Council Local Plan.

Councillor Gershater, in response to Councillor Sharp, confirmed that the ideas put forward at the City Council's Business Plan away day would be incorporated if they were thought by the Working Group to be relevant.

The Mayor expressed the opinion that creating a structure for the Business Plan was important in the first instance as well as ensuring that the success of the Plan could be measured.

Councillor Barrie emphasised the need for the Business Plan to be practical and about actions to enact the visions put forward in the Neighbourhood Plan and Local Plan.

Councillor Gershater informed Members that the next meeting of the Working Group would be held once he had been able to start populating the work timeline.

35. KURSK FRIENDSHIP LINK

Members were reminded that the City Council had suspended the friendship link with Kursk, Russia, in March 2022 due to the ongoing situation between Ukraine and Russia.

It was RESOLVED that the friendship link should continue in abeyance and that the original wording of the resolution should be changed to "**until further notice**".

Councillor Scicluna reported that the city of Chartres, France, had recently passed a similar resolution.

36. SPEYER TWINNING LINK

Members noted the two recommendations from the Community Affairs Committee and the Finance Committee.

It was also noted that the city of Speyer, Germany, had voted unanimously on 22 September 2022 to form a twinning link with Chichester.

The Mayor informed Members that twinning arrangements between Speyer and Chartres and Ravenna were already in place.

Councillor Bell expressed the opinion that, in the interests of diplomacy, Chartres, Ravenna and Valletta be advised of the proposal for Chichester to twin with Speyer, to avoid any misunderstandings going forward.

He further expressed the opinion that the City Council should investigate making someone responsible for managing the City Council's twinning and friendship links to ensure consistent and joined up working.

The Mayor thanked Councillor Gershater for his proposals for the twinning relationships and strengthening the connections between the various partners.

Councillor Gershater expressed his strong support and suggested that Chichester should become a welcoming and supportive gateway through the twinning links.

He also suggested that, further to Councillor Bell's comments, there should be a formalisation of the four way links between Chichester, Speyer, Chartres and Ravenna.

After a short further discussion, it was RESOLVED to accept the recommendations of the Community Affairs Committee (5 September 2022, minute 31) and the Finance Committee (13 September 2022, minute 50) that a formal twinning link with Speyer, Germany, be established.

The Deputy Town Clerk agreed to advise Speyer City Council of the Chichester City Council's decision.

37. CASUAL COUNCILLOR VACANCY

The Deputy Town Clerk advised Members that Electoral Services at Chichester District Council had reported on Friday 23 September 2022 that no request for an election had been received and that, therefore, the City Council should run the co-option process to fill the casual vacancy in the city's east ward.

Members' attention was drawn to the Town Clerk's report about the co-option process that had been circulated to all Members earlier in the week.

In response to a question from Councillor Bell, the Deputy Town Clerk confirmed that, dependent on the outcome of the advertisement for the vacancy, the decision who to co-opt in to the vacancy would need to be made at a Special Meeting of the Full Council.

38. REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

The Mayor thanked those Councillors who had sent in written reports for agenda items 11, 12 and 13.

Councillor Apel, as Chairman of the Chichester Welfare Trust Board of Trustees, summarised a recent story about a family that the Trust had worked with and the positive outcome that had been achieved.

39. WARD REPORTS FROM CHICHESTER CITY COUNCILLORS

Members noted the written reports that had been received and circulated with the agenda.

Councillor Apel reported that an NHS Community Briefing with senior Officers from NHS Sussex, was to be held at St Pauls Church on Friday 7 October 2022 from 6.30pm to 8.30pm.

She advised that, due to space constraints, numbers were limited and entry was by pre-booked ticket only. She also asked Members to contact her if they were interested in attending.

Councillor Scicluna reported on behalf of the Pallants Residents Association in her City Centre ward and a request for support for a Traffic Regulation Order in that area due to use of the small roads by oversized vehicles. It was agreed to raise the matter at the next meeting of the Planning and Conservation Committee.

Councillor Sharp thanked Councillor Apel for her efforts in arranging the NHS Community briefing.

She also thanked Councillor Corfield for her ward report from Chichester North and the information about the Residents' Associations support for the warm network.

Councillor Sharp informed Members that the situation was slightly different in the South Ward where a lack of Residents' Associations meant it fell to others to put together the information needed to develop a warm network in that area.

40. **REPORTS FROM CHICHESTER DISTRICT AND WEST SUSSEX COUNTY COUNCIL'S WARD MEMBERS**

Councillors noted the reports that had been received and circulated with the agenda.

Councillor Bell asked for clarification regarding the Lidl to Story Road path.

West Sussex County Councillor (Chichester East), Simon Oakley, advised that, further to the temporary repairs undertaken recently by the City Council, a Community Highways Scheme application had been submitted for a longer term resolution for the path, including formally adopting it as part of the highway.

Referring to his report, Councillor Oakley also reported that there was currently a consultation under way regarding sustainable transport corridor proposals on Oving Road.

Post meeting note: The consultation runs until 7 November 2022 and further information is available here - <https://yourvoice.westsussex.gov.uk/b2144ovingroad>

41. **QUESTIONS**

No questions had been received from members of the public pursuant to Standing Order 8 of the City Council's Standing Orders (September 2020).

42. **COMMON SEAL**

RESOLVED that the Common Seal be affixed to any documents necessary to give effect to the resolutions passed at this meeting.

43. **DATE OF NEXT ORDINARY MEETING**

DATE OF NEXT ORDINARY MEETING: Wednesday 14 December 2022 at 2.00pm

The meeting closed at 3.30pm