

## City Community Warden report for February 2024

Now that the festive season is over the city is now returning to its normal pace. Operation Tinsel was a big success with the police sending as many officers into the city as they could muster. This made a big impact on the behaviour of ASB, shoplifting and pick pocketing, which from my experience was reduced significantly. We do seem to be getting more PCSO's patrolling the city now as well, there seems to be a definite increase in officers.

You will have noticed especially recently a greater police presence in the city this is due to an increase in a larger number of youths involved in ASB in Chichester city. We are looking to deter and identify these individuals so they can be dealt with appropriately, which has already started to happen.

Shoplifting has dropped a little although it's a constant. The security guards that were in the certain shops over Christmas seem to no longer be operating, so I continue to promote stores to use the CHIBAC system to identify and report our prolific shoplifters.

Begging seems to have increased at the moment, with a few pitches placed here and there. I must stress that not all these individuals are rough sleeping and some of them are accommodated. Speaking to the Rough Sleeping Outreach Co-ordinator this morning on average there would be between three to six people rough sleeping, and I know that some of this group are entrenched and would be less likely to beg. I am doing my best to work with the police to discourage begging, as well as doing my best to encourage those who would want to give money to beggars to rather donate to the local charities that do so much work to help the rough sleeping and street community.

Probably about once a week I am doing first aid for someone who has tripped over the paving stones, sometimes having to get an ambulance out see them as they are generally older people. I continuously report the stones and brick to WSCC for replacement and repair.

Graffiti has slowed down a little, so we are now in the process of cleaning away what is left. I am still removing a lot of stickers and fly posters quickly within the city especially the offensive ones.

I continue to do our multi-agency ASB patrols around the ADC car park where we do a lot of engagement with youths and college students. I am also involved with OP Petra which is an operation that deals with ASB in and around the train stations.

I have been working very closely with the BID Ambassadors, we share a lot of information and do joint patrols, highlighting hot spots and areas of concern so that we can target them regularly in our shift, a good example of high visibility regular patrols is in Eastgate Square, where complaints of ASB have dropped to almost nothing now and it is rare to see any of our street community sitting the area for any length of time.

Declan Moody 12/02/2024



## **Chichester Council Report**

### **Chichester West March 2024**

Here is a brief overview of the past few months:

- Various community events attended over the Christmas period– charity quiz nights, fayres etc.
- Pleased to say that the ongoing litter/rubbish/flytipping accumulating outside a particular address seems to have improved over the past few months.
- Assistance, help and support given to resident around anti-social behaviour by a neighbour. Hyde contacted.
- UK Harvest events attended weekly. Advice, help and support given to struggling households, homeless persons. Help with cost of living advice and signposting to social prescribers.
- Numerous talks to local groups around personal safety and scams. The number of issues around fraud/scams appears to be increasing recently, including a resident's car number plate cloned.
- Four faulty streetlights (dayburning) reported.
- Two incidents of flytipping reported to Hyde for clearance.
- Some young adults harassed/threatened and victims of theft. Advice given on how to report to Police.
- Welfare visits to elderly residents who have been in hospital/waiting for operations. Also visits/support to a disabled man who has recently been discharged from hospital.
- Support and advice given to vulnerable lady struggling with MH issues and finding it difficult to keep on top of things. I have approached various agencies to access help for her.
- I have been liaising with the club used by elderly residents to find/contact speakers to come along and give talks at the club during the coming months. This club is so important as it encourages social interaction and community spirit for people to enjoy and get out of the house once a week.

Thank you for your continued support.

Sue Long

Community Warden for Chichester West

# Community Warden Report for Chi East and Whyke

February 2024

Florence Park is once again a focal point for us following more reports of drug use and drug dealing taking place. We keep advising people to call the Police when they witness these activities. We have put up some 'Smile you're on CCTV' posters in the hope that this deters this behaviour.

We attended a course at the Police station which focused on Misogyny.

We are concerned at the increase in the amount of young people we hear of, that are carrying knives and other weapons. There have been incidents of balaclava shod young people with weapons acting like gangsters. This includes the incident we were involved in, when two young people were carrying imitation firearms. How times have changed!

There was a report of a male, known to us for some years, for the wrong reasons, being assaulted by males with baseball bats.

In the absence of a Graffiti cleaning contractor we can't help but notice the amount of Tags etc building up in our areas.

We have carried several litter-picks resulting in 6 bags full.

Fly tipping: We have seen a slight increase in building materials/home improvements.

The foodbank has now moved from St James to Swanfield Community Centre. A few people have complained about the extra distance they have to travel since it first started in Charles Avenue.

We have had a few complaints recently about the parking at pick up and drop off times for Kingsham school, this is an issue that persists, not only at this school but several schools in the area, We have spoken to some parents re their inconsiderate parking. We will speak to enforcement for help if the situation persists.

Swanfield Green is looking very clean and tidy none of the usual evidence associated with ASB.

There seems to be an upward trend in the use of cannabis in the under 16 age group, information from a resident in Chichester South certainly points to this, we still have no names but are working on it, maybe its just so widespread now it is becoming the norm in these young peoples lives. We will report to the police if we have definite proof of drug use.

A resident of the Whyke area reported this week that she is suffering from some strange ASB from an ex neighbour, glass and buckets of strange smelly liquid being thrown into her garden, We have advised her to report everything to the police, which she is doing, We are paying attention to her house and street. We believe the perpetrator has mental health difficulties. CCTV signs have been taken to her which may help.

We have been paying attention to The Foyer building recently as there seemed to be squatters, the building is being re developed and should be empty

**Chichester City Ambassador Operational Report**  
**February 2024**



**Our Ambassadors – Mercedes and Ashley – enjoying some down time during December 2023**

Please find below an overview of the Chichester Ambassador service performance since their launch in November 2023.

Key stats from 27<sup>th</sup> November 2023 to 4<sup>th</sup> February 2024

- **24** x 6-hour patrols conducted in the City Centre
- **162** direct business interactions – introductions or support
- Attendance or support at **30** shoplifting incidents

Chichester BID Limited Company no. 10689870 VAT reg no. 271771785

**BID Office:** First Floor, 82 North Street, Chichester, West Sussex PO19 1LQ  
**T.** 01243 773263 **E.** office@chichesterbid.co.uk **W.** www.chichesterbid.co.uk

- Attendance or support at **42** Anti-Social behaviour incidents
- Gave Assistance to the Public through advice or help **31** times

The aim and objective of the City Ambassadors was to make this service more public facing than the BID Rangers, by using a highly visible and friendly approach to deterring crime and supporting all the businesses within the BID area.

This renewed emphasis on giving public and business support rather than being just focused on security is evidenced by the type of incidents that have been dealt with in recent weeks.

#### Examples of type of support given

1. Attendance at the Cathedral regularly to help deter current ASB issues
2. Co Op East Street and Iceland, South are regular theft hotspots – regular attendance at each site
3. Reunited lost child with parent
4. Attended to 4 serious first aid incidents until arrival of paramedics
5. Found 1 missing person and helped local authorities resolve
6. Helped de-escalate a drug incident within the Cathedral grounds
7. Replenished 45 car park map dispensers
8. Reunited a stray dog with its owner

The Ambassadors have completed an induction training plan including how to deal with confrontation, first aid and DISC training. Over the course of February additional training in Unconscious Bias and Safeguarding will be given. We are also arranging Mental First Aid training as an addition to the above.

The City Ambassadors have also been asked to attend 2 important meetings with key stakeholders to strengthen cross knowledge and relationships:

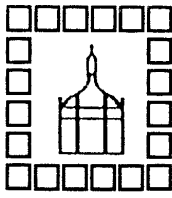
- ChiBAC Day Time Economy meeting Feb 20<sup>th</sup>
- JAG meeting March 6<sup>th</sup>.

To ensure all the city businesses are aware of this new service, the City Ambassadors will feature in our upcoming February Chichester BID newsletter. We will also be seeking feedback from the BID Levy payers on this new service in June 2024.

**Helen Marshall**  
**Chair / CEO Chichester BID**  
**February 6<sup>th</sup> 2024**

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**Friends of Ravenna Report for the Chichester Community Affairs meeting on Monday 4 March 2024**

**Programme of Events 2024**

We began the year with a meeting on Zoom in which Daniela Centonze a native of Matera, gave us guided tour of her city. Designated “European City of Culture in 2019” it was fascinating to hear about the changes this had brought. In February we will welcome Dr Helen Rufus-Ward to speak about the mosaics of Ravenna and in March, Dr Rob Symmons will come, his title being “When is an invasion not an invasion?” Alan Mason has been booked to speak about the gardens of the Italian lakes in April.

**Developments**

Plans are almost in place to be part of a musical exchange with Ravenna in July 2024. This will involve Jon Grave with some students of Chichester University. It is hoped that there could be a reciprocal music exchange to Chichester in the following year 2025.

The Dante sculpture has been made. The planning application has been accepted and the project has been publicised in a local paper, The Sussex Express <https://www.sussexexpress.co.uk/news/dante-comes-to-midhurst-4482946>. Hopefully, if this approved and a date agreed, some members of Friends of Ravenna will get involved in the installation celebration.

The revised dates of 18-22 September have been agreed for a visit of the Chichester folk to Ravenna.

**Membership**

The membership stands in January at 66 single and 57 family members making a total of 180.

Jacky Storey  
Chair Friends of Ravenna

## Friends of Speyer

### **Chichester City Council Community Affairs Committee – March 2024**

At an EGM of the Friends of Speyer (FoS) held in January 2024, Rodney Duggua was elected Chairman, Anne Scicluna elected Vice Chairman and Richard Plowman elected Secretary. Richard New continues in office in the roles of Treasurer and Membership Officer.

Thanks were expressed to retiring Chairman Rob Campling and to retiring Secretary, Peter Evans. Best wishes were additionally sent to Rob who has experienced a spell of ill health of late. Peter Evans will continue in membership on the FoS Executive Committee. It has been good to have the support of these two ex Mayors in the establishment of FoS.

Whilst some valuable work has been done over the past 12 months, for various reasons, FoS has found itself in the doldrums in recent times. It is therefore imperative that the next 12 months see increased activity on a number of areas to fully develop the Friends presence and profile.

The Executive Committee membership comprises a wide range of valuable skills and talents, including a number of German speakers. Whilst this is excellent news, the Executive Committee is a very large group and will require some reorganisation to enable it to deal with detailed developments in quick time.

The Chairman, Vice Chairman and Secretary have met to discuss this and will be proposing that various tasks such as recruiting, publicity events are devolved to small Working Groups to 'get on with it'. This will involve all members of the Executive Committee having a role. If needs be, the Working Groups would involve other members of FoS who can make a contribution or, perhaps involve an external expert. The Working Groups will then report upon their work to the Executive Committee.

The next meeting of the Executive Committee next is scheduled for 21st February.

We are particularly driven in focussing upon two events in June, namely the Four Cities on 24th June, that forms part of the Festival of Chichester. The speaker will be Tom Brown, who is Head Gardener at West Dean – has worked at Wisley and at Parham House for ten years. Tom will be 'grilled' by Phil Hewitt of the Observer. The City Council's Gala event on 29th June will be another excellent opportunity to showcase Speyer and be a good recruiting platform.

Running parallel with this must be the development of an operational website at the earliest opportunity, certainly no later than the end of May. We are grateful for the financial support of the City Council towards this project.

Richard Plowman has arranged a visit by Speyer Rotarians and Dave Tilley of the Queen's Regimental Association is pursuing a link with Speyer ex service veterans.



There has been a successful link established between Speyer and University of Chichester Sleepy Lagoon orchestra who have visited Speyer and received a rapturous welcome. Work is ongoing in developing business links with the West Sussex wine industry as Speyer is adjacent to the Pfalz, the second largest wine growing area in Germany. I hope we will be able to open links with local schools and Speyer because several Speyer schools are keen to establish links. This is something I was attempting to pursue prior to my retirement as Town Clerk in April 2023.

I am very grateful to the Mayor for moving along the Speyer Artist in Residence request. The Friends also need to look at a Summer Event for the Friends, and equally importantly arrange a visit to Speyer and establish an ongoing social and talks programme. Momentum will be maintained on recruiting new members, particularly younger members, as well as the development of a language learning at various levels.

All of this will involve a year of 'pedal to the metal', but I am confident this journey will be fun, worthwhile, and we will be proud of the end result.

Membership of FoS currently stands at 72. I am sure that, with little effort, we easily could increase this to 100. For example, each member could have the task of recruiting two more members. It is hoped that we can also attract younger members to take the Friends forward in future years. It will also be important all members 'spread the word' about FoS through other organisations they are linked with ie churches and other clubs and societies. In Speyer, the Friends of Chichester is a thriving and vibrant organisation who would return to Chichester at the drop of a hat!

I have been told that Chichester District Council are keen to see the Twinning Associations represented at the Chichester Christmas Market this year which will represent another good recruiting and awareness opportunity.

If any members of the City Council are unfamiliar with the cathedral city of Speyer, whose Roman name is also Noviomagus, this link to the official tourism website may be of interest. <https://www.speyer.de/en/tourism/>

I hope to be able to report upon greater progress at the next meeting of the Community Affairs Committee.

Rodney Duggua  
Chairman, Friends of Speyer

# Friends of Valletta

Report to Community Affairs Committee



February 2024

## Past Events

The AGM was held in the Council Chamber on 7 December and because of the resignation from the committee of Jenny Bewes and Cherry Hughes several changes of responsibilities were agreed. Following the AGM David Vassallo gave a talk entitled “Ben Jinks Diary” about an RAF ground crew member who kept a daily diary of the events during the height of the bombing in Malta in 1942.

The Christmas social was held in the Sherbourne Room at the Bishop’s Palace on 13 December during which David Nason told us about the history of the room.

In January this year Brenda Gay gave a talk on “Goodwood House”, the hereditary home of the Dukes of Richmond and told how it grew from a modest hunting lodge to a stately home and looking at some of the treasures of its collection.

## Future Programme

The 2024 programme is not yet completed but various topics including the Knights of Malta, British Schools in Malta, Din L’Art Helwa, (Malta equivalent of English Heritage), Pallant House Gallery, and History of the Manoel Theatre are being followed up for possible talks.

The guest speaker on 24 June at the Four Cities event in support of the Festival of Chichester will be Tom Brown, Head Gardener at West Dean who will be “in conversation with Phil Hewitt”.

## General

There is no further news on the possible link between Chichester cathedral and the two cathedrals in Malta.

As a result of the committee resignations, we are seeking new members to join the Committee. We are also seeking to invite some younger people to the meetings and will be advising both the University and the College of the events and any students who wish to attend will be invited free of charge.

Anne continues to prepare issues of Melita, the Malta newsletter, every two months in to keep in touch with our members and is always keen to receive new material.

Graham Pound,  
Chairman , Friends of Valletta

**Report to:** Chichester City Council - Community Affairs  
for its Meeting on Monday 4<sup>th</sup> March 2024

**From:** Paula Chatfield, Chair of Chichester Tree Wardens

**Date:** 23<sup>rd</sup> February 2024

Since we last reported (28<sup>th</sup> August 2023), Chichester Tree Wardens' volunteer activities to promote trees and encourage protection of and planting trees include:

- Regular representation at the “green hub” stall at the Farmers Market (3<sup>rd</sup> Friday of each month) as part of networking with other environmental volunteers through Eco Chi. There are always conversations about trees!
- Other networking/responding to contact, including meeting a member of Chichester Cathedral Estates team to share information about our ChiTrees project to record the ecosystem services of trees; the Richmond Fellowship about the role trees, and an interest in trees, can play in good mental health; and participating in Sanctuary in Chichester's volunteering event to encourage refugee involvement with volunteer groups.
- Attending CCC's Community Networking event in December (which felt like the start of something really worthwhile to support awareness and collaboration).
- An article on Chichester Tree Wardens published in the Parklands Residents' Association's newsletter and working with PRA and CDC on the design and funding of a tree planting scheme for Sherborne Road Recreation Ground, including a successful grant bid (and access to water for the summer watering that will be essential for these trees to establish). We will be supporting PRA's community tree planting event on 1<sup>st</sup> March and ongoing care.
- Attending Chichester Society's commemorative tree planting in Jubilee Park and supporting CCC's Young Mayor tree planting.
- A successful grant application to this Committee to fund a print edition of the Chichester City Tree Trail – thank you! Some amendment was required to the online 2021 online edition, as 2 trees have fallen since then, and this is now with WSCC to update before we can send it to print.
- Our last meeting (26<sup>th</sup> January) focussed on the Draft City Council Plan 2024-2029. We agreed, and subsequently submitted, our response to the consultation.

### **Strategy and Planning**

- We await CDC's actual Submission Draft Local Plan to see if we have been successful in persuading it to commit to the creation of a Trees and Woodland Strategy (without which we don't think its stated objective to increase tree cover is deliverable).
- In the meantime, we responded to CDC's consultation on updating its Local List of Information Required to Support a Valid Planning Application (11<sup>th</sup> October 2023) seeking to improve the information applicants are required to provide on trees.
- We continue to give feedback to Chichester Conservation Area Advisory Committee on tree matters relating to planning applications and tree Notices in the Conservation Area. Notably, these included at St Bartholomews churchyard, Mount Lane/Westgate (ref [23/02372/TCA](#)) where trees were allowed to be felled that we think should not have been for the character of the area; and [Strides' copper beech](#), which is an example of a stunning tree whose condition and proximity to people mean it cannot be retained.

- It was great to see that CDC REFUSED permission for the removal of a condition requiring planting trees along the eastern side of Kingsmead Avenue (ref [23/01390/OUT](#)). We have asked the County Arboriculturist to keep an eye out for future discussions between the developers and WSCC Highways with a view to insisting that a technical solution is found to deliver successful tree planting.
- I personally responded in September to a DEFRA consultation on hedgerows, resulting from regulatory changes necessitated by the removal of EU-derived protections. Although its priority is expected to be rural hedgerow management, there is increasing interest in the role of urban hedgerows, some of which are a legacy from our agricultural past. (The transition of hedgerows at Whitehouse Farm is a current example, but it's been happening for decades: the hedgebank between Swanfield and Lidl is an old parish boundary that's been mostly untouched for centuries, making it the hedgerow equivalent of ancient woodland.)

### **News: Environment Act 2021**

**Street trees:** with effect from 30<sup>th</sup> November 2023, WSCC as our local highway authority must consult members of the public before felling a tree on an urban road. There are various exceptions, including for trees that are dead, dying, or discriminatory and for fellings approved as part of planning permission. Roads must have a speed limit less than 40mph (so trees in Cathedral Way and Via Ravenna, for example, aren't covered). In practice, we expect almost all trees WSCC fells will be exempt from consultation, and we do not yet know how this new duty will be implemented.

**Enhanced biodiversity duty:** all public authorities (including parish Councils) now have a duty to:

- Consider what they can do to conserve and enhance biodiversity;
- Agree policies and specific objectives based on that consideration;
- Act to deliver those policies and achieve objectives.

(See [link](#) which sets out who must do what and by when.)

CDC's initial consideration was reported to its [Public Facing Environment Panel held on 29<sup>th</sup> January 2024](#) (item 3).

**Biodiversity Net Gain:** the obligation for developments to deliver 10% BNG came into force on 12<sup>th</sup> February 2024 ([BNG](#)).

### **CDC Trees**

External tree professionals are appointed each year by CDC to inspect trees in the green spaces it manages, so that the condition of all trees is considered over the course of 2 years. In addition, some individual trees are inspected every year. During July to October 2023, inspections took place in the following areas:

City centre & adjoining	Bishop's Palace Garden (2 trees); Bishops Walk (south of the Walls); Walls Walk, South Walls, East Pallant; Cattle Market Car Park; East Walls; North Walls; Jubilee Park; New Park Road Recreation Ground
East	Barnfield and Pitcroft; Chichester Cemetery and small churchyard opposite
North	College Lane; Oaklands Park; Fordwater Road (3 trees); Bovis Estate Summersdale Copse; Brandy Hole Copse (mostly in Lavant PC area)
West	Westgate Fields; Sherborne Road (Recreation Ground and The Ridgeway shops); Westward House
South	Whyke Amphitheatre

I am grateful to CDC for sharing part of its consultants' October 2023 report with Chichester Tree Wardens. It is very helpful for understanding what is happening with CDC-managed tree stock and for attempting to improve communication. The report indicates around 30 trees are to be felled in Chichester, plus around 20 more in Brandy Hole Copse (some showing characteristics of ash dieback). Some of these trees are identified as already dead/nearly dead. The most consequential are the Victorian horse chestnuts alongside **New Park Road**, where 1 is identified to fell and 2 to "consider felling". There are also 4 dead/dying Monterey cypress and a handful of smaller trees to be felled in **Oaklands Park**.

CDC is exempt from giving Notice of intention to undertake works to Trees in a Conservation Area, so there is no routine public oversight/engagement of its tree management/felling decisions. Historically, decisions have understandably been taken on safety grounds and there is no policy on/budget for replanting. Arboriculture is a fairly new and evolving science, so interpretations of safety can vary. I have written to CDC to ask that it urgently reviews its **tree management and planting policy/practices** in the context of its enhanced biodiversity duty, as mature trees take decades (or more) to replace.

On a lighter note, retired volunteer Chichester Tree Warden Brian Hopkins has shared with us his article about the trees of **Bishop's Palace Garden** for the [Sussex Gardens Trust](#) Journal. It was published in Autumn 2023 and can be downloaded [here](#).

### **Coming Up**

We have 2 entries in the **Festival of Chichester**:

- Art in the Park at Oaklands Park on 4<sup>th</sup> July, sponsored by Fiona Bell Currie (who we are working with as a professional artist as well as being a volunteer Chichester Tree Warden) and with the goodwill of CFT; and
- a walk around Priory Park on 10<sup>th</sup> July, sponsored by Chichester Quakers.

We also hope to be able to support the **Gala**, if we can find enough volunteers to cover the duration of the event, and to "launch" the printed Chichester City Centre Tree Trail.

This winter 17 street trees have been planted in the parish by WSCC, all but 4 of which have been privately funded. Unless it's exceptionally rainy, they and other trees planted in the last 3 years will need **watering** this summer, so we will be contacting neighbours in the hope that each tree will be cared for. (2020/21-planted street trees should no longer need watering unless we have an exceptionally dry and hot summer.) WSCC's [donate-a-tree](#) scheme continues, with orders needing to be confirmed by the end of July for planting this winter. Based on our experience of recent years, the required contribution of £236.20 per tree is likely to rise in April (representing about half of the cost to WSCC).

The Tree Council's South East and South Central Regional Tree Warden Forum meeting is taking place at Goodwood this year, thanks to WSCC (which co-ordinates the West Sussex Tree Warden Network), CDC and support from the Shared Outcomes Fund through the '[Trees Outside Woodlands](#)' project. Several Chichester Tree Wardens have booked to attend on 2<sup>nd</sup> March.

With best wishes,

Paula (tel. 07788 140698; email [paula@parklands-chichester.org](mailto:paula@parklands-chichester.org))  
[www.treesinchi.org](http://www.treesinchi.org)



## Chichester City Council

### Potential Community Support Project

**Charity:** Stonepillow

**Location:**

The Old Glassworks  
St Cyriacs  
Chichester  
West Sussex  
PO19 1AJ

**Background:**

On the 18<sup>th</sup> December 2023, we were asked if we could help Stonepillow as they were in urgent need of external lockers for the homeless to store their items during the day. CDC had lockers available at Westhampnett Depot but did not have anyone to install them. We removed the old lockers (6) and took to the scrap yard. Then collected the replacements only to find 2 lockers. We installed these and then went to the scrap yard and got 2 back and made repairs to them, to get them by over the Christmas period.



The original lockers were installed in 2022 supplied by CDC and we assisted in fitting them. The issue with the lockers are they are only internal grade lockers and therefore they have rusted, let in water, locks seize and people then get frustrated and break into them.

**Created by:** A Watson - CCC Property Maintenance Manager

**Date:** 23/02/2024

**Filename:** Stonepillow Funding for Lockers

**Proposal:**

Investigate to see if there is any funding available from CCC to replace the lockers with external grade waterproof ones that meet the needs of the homeless.



Tempest 1 door Locker 1800mm (H) x 450mm (D) x 450mm 9W)

**Costs:**

Normal Cost £270.50, Discounted cost per locker £243.45+VAT

**To replace 6 x lockers £1,460.70+VAT**

23/02/24: Update on Gala preparations.

The Gala will be split into two separate events:

- A) The family Fun Day 11:00am to 4:30am when the Grand Raffle and winner of the Cuckoo competition will be drawn.
- B) Twilight Entertainment from 4:30pm to 9:00pm. This will comprise of acts on the stage and cabaret in the Guildhall from 7:00pm until 9:00pm.

Attractions:

- Stage and Guildhall - Rhys is leading on the stage acts/performances and will arrange for an MC. There will be a vintage market in the Guildhall until 4:00pm.
- Marquee -a large marquee is being booked, this will be a flexible space offering shelter against adverse weather, but also the opportunity to site some smaller attractions under cover.
- Twinning Corner – following a meeting with the Mayor, expecting to have a specific area in the main event field (South West of the Guildhall) for representatives of the Twin Cities to put on themed attractions.
- Street Entertainment – Ongoing work to find street entertainers (North and East Streets) to advertise the Gala on the day. A Woolly Mammoth has been booked for this purpose and will perform at set intervals during the day. There will also be mobile entertainers in the park on the day.
- Fun Fair – initial discussions reveal they are interested in running the Fair over two days.
- Shopping Village – plans are underway to create a shopping village of commercial gazebos north of the Guildhall. The intention is to better support customer footfall at the Vintage Market in the Guildhall. There will be a Steel Pan Duo playing music through the day around the shopping village.
- Brochure – Advertising space booked so far totals £1950. More advertising will be sought. Printing costs for 3000 copies of a 24 page brochure are approx. £950. Articles of interest are being prepared by several Councillors. The size and print run may increase if there are sufficient advertisers. Initial target after print costs, is an income of £2000.
- The Cuckoo Competition will support local businesses and footfall into the Park on the day.
- Other advertising – we will need a dedicated Gala page on the Chichestercity website as this information will appear in the Festival of Chichester Brochure. Other advertising to be considered including strategically placed signage around the city, a street banner, various media outlets.
- Event Plan required for District – a detailed event plan must be submitted to District as soon as possible. This gives details on all attractions, licenses, health and safety plans and contingencies.
- First Aid & Toilets have been booked.

PTO



**£**  
**10,128.23**

<b>Task</b>	
Roadside Banners x 10	£400.00
Hire of Pavillion	£20.84
CDC admin fee	£46.25
CDC Land Hire £1200	
Electricity (20 units)	
Lewis Marquees	£3,735.14
Stage	£2,500.00
Guildhall	£150.00
Hire of 4 Gazebos	
Line Marking Paint	
Bin Liners	
Raffle Licence	£40.00
Festival Brochure	£24.00
First Aid	£500.00
Perfect Portables	£500.00
Radio Hire	£80.00
Steel Pan Duo	£200.00
The Woolly Wonder	£532.00
Caberet	£450.00
Brochure	£950.00
Stallholders	
Raffle	