

CHICHESTER CITY COUNCIL

DISCRETIONARY GRANTS (LARGE GRANTS) 2024/2025

APPLICATIONS TO BE DISCUSSED AT THE COMMUNITY AFFAIRS COMMITTEE MEETING ON MONDAY 3rd JUNE 2024

Organisation	Total of Grant Requested	Estimated Total Cost of Project	Application Details	Financial Details
Bishop Luffa Learning Partnership	£5,000 pa for 4 yrs	£5,980 per term	To provide English language tuition and professional psychological support for young vulnerable students with refugee/asylum-seeking status. £460 a week (11 students) for 13 weeks = £5,980 for summer term.	Financial statements to 31 st Aug 2023 show total income £10,642,752 Expenditure £10,405,546 net income £237,206. Total Funds including Assets £17,044,550
Sanctuary in Chichester	£5,000 pa for 3 yrs	Core costs £5,000	The funding will be used to help offset the Charity's core costs of an estimated £100,000 annually over the next 3 years. Its use will be regularly monitored by Sanctuary in Chester's Management Board in order to ensure it is applied only to offset core costs and to achieve value for money.	A Forecast budget for 24/25, 25/26,26/27 was provided showing a shortfall of around £60,000 per annum, needing to be met from fundraising. No additional policies were provided. These have been requested.
Chichester Cinema at New Park	£5,000 pa for 3 yrs		The funding will go towards: The installation of laminated glass containing hearing loops at the box office. The installation of handrails. Continuing Educational activity with local schools and patrons.	Unaudited financial statements to 31 st December 2022 show Income £549,798 expenditure £602,870 Loss £311,817 Bank Balance £311,817 Awaiting audited accounts.

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			Creating a film club and working with venue partners on the Festival to spread its reach.	
The West Sussex Countryside Studies Trust	£5,000 pa for 4 yrs		The funding will make nature accessible. In Chichester specifically we would like every primary school to have the opportunity to attend a free Goodwood farm visit. We will work with Bishop Luffa, St Anthonys and Alternative Provision College with the most disadvantaged and vulnerable children in our City to attend our Forest Schools. We also run woodland sessions at weekends and holidays.	The unaudited full year accounts to 31 st December 2023 show £143,886 income , including a one-off private donation of £25,000 and expenditure £130,414. Net surplus £18,472
Chichester Boys Club CIO	£5,000 pa for 3 yrs		The grant will help to cover some of the basic overheads such as; Insurance £4,500, electricity £2,750, gas £2,550 and a part-time administrator £14,300.	Income and Expenditure Account to 31 st March 2023 show receipts £103,102 payments £62,048 cash balances £127,076 of which £50,000 will be held in reserves.

CHICHESTER CITY COUNCIL

DISCRETIONARY GRANTS (SMALL GRANTS) 2024/2025

APPLICATIONS TO BE DISCUSSED AT THE COMMUNITY AFFAIRS COMMITTEE MEETING ON MONDAY 3rd JUNE 2024

Organisation	Total of Grant Requested	Estimated Total Cost of Project	Application Details	Financial Details
West Sussex Scout Council (Deferred from last meeting pending more information)	£1,500		To contribute to the annual Supreme Box Kart Scout event promoting healthy and inclusive competition for young people. The event is open to all cub packs.	No accounts provided. Estimated income £2,000. Estimated expenditure £3,800 based on 2023 event.
4Sight Vision Support	£3,000	£3,247.50 required	To support the bi monthly newsletter to be issued in 2024-2025 to approximately 492 people with sight loss living in Chichester.	Audited Accounts to 31 st March 2023 Total Income largely from donations £350,100, expenditure £386,772 Net deficit £36,672 Total held in reserves £670,617
UK Harvest	£3,000	£87,834pa	To assist with the cost of delivering the Community Food Hubs. Last year they supported 8,179 families in Chichester. Each food hub costs £577 per session. Chichester has 2 weekly and 2 fortnightly Community Food Hubs costing £87,834 per annum.	Audited Accounts to 31 st March 2023 Total Income £1,295,780, expenditure £1,216,959 surplus £78,821 Total funds £975,876 unrestricted £747,155.

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FABIS (Friends of Acquired Brain Injury Survivors)	£3,000	£4,443.50 required	To provide a 2 year communications campaign to target brain injury survivors, their carers and dependents and GP surgeries in Chichester. The provision of printed material and adverts in initiatives, supplemented by presentations to Rotary groups and similar local community groups.	FABIS is in its first operational year.
Ovation Music	£2,000		To cover the costs of staging free events and providing free weekly music sessions for families who cannot afford subscriptions, working with Chichester Boys Club. Each term we incur £750-£1,000 costs in relation to this.	Year ended 31 st Aug 2023. Total income £42,375 Total Expenditure £49,766 Net loss £7,391. Reserves £27,006. Reserves balances the previous year £59,253.
Think18	£3,000	£3,840 required	Think18 provide singing, dancing and acting sessions with wellbeing checks at the beginning and end of each sessions. This vulnerable minority group (aged 16-35) is not supported as well as it should be when young adults transition into adulthood.	Financial statements to 31 st March 2023 show Total income £133,376 Total Expenditure £89,921 Surplus £43,455 Total balances £82,655. Membership contributions towards activities increased substantially from 2022 to 2023 by £64,020.

CHICHESTER CITY COUNCIL

FREE USE APPLICATIONS 2024/2025

APPLICATIONS TO BE DISCUSSED AT THE COMMUNITY AFFAIRS COMMITTEE MEETING ON MONDAY 3rd JUNE 2024

Organisation	Total hours Assembly Room	Total hours Old Court Room	Application Details	Dates
Chichester & District Cycle Forum (C&DCF)	10	10	Quarterly meetings. 10-50 attendees	13/06/2024 12/09/2024 12/12/2024 13/03/2025
Transition Chichester			Requesting use of Brewery Field for a community picnic 11am to 4pm	21/07/2024

Community Warden report for the city May 2024

I have been doing a lot of work with the police recently especially with the newer Police Community support Officers, showing some of them round the city as well as being involved in some of their problem profiles, which will be dealing with some of the more Anti-social issues that occur in the city.

I have noticed an increase in both begging and anti-social behaviour in the city recently. I attribute some of this to the warmer weather, which seems to be the trend in recent years. I have been working closely with police and reporting persistent beggars who are not rough sleeping, but in some way or another are indicating that they are to members of the public. Some of these individuals have now received Community Protection Warnings to no longer beg in the city. Currently a lot of the anti-social behaviour has been linked with our street community, again I have been working very closely with the police to identify those individuals, with quick responses by the police those individuals have been dealt with and currently has made a positive impact.

We are still getting spikes of graffiti here and there with the multi-storey car park being the last victim, which should be cleaned off soon.

Cycling in the city during prohibited hours, is still occurring most people will get off when asked or if they see me, but there are some individuals who still refuse and will continue to cycle through. It is going to be interesting to see if attitudes change with the change of law for dangerous cycling.

I say this cautiously, but shop lifting has dropped slightly, this is probably due to the stores having security in store which is deterring theft. We still have our prolific shoplifters who continuously try to steal, but I have encouraged these stores to report this to the police every time it happens, as I believe there is a lot of under-reporting still from the stores.

Declan Moody - Senior Community Warden

16th May 2024

Community Wardens report for Chichester East and South

May 2024

Across the area we have dealt with and received reports of the following:

ASB:

Homophobic abuse, Fire-starting, Drink/drugs/damage, Neighbour issue and possible postal fraud and Benefit fraud, Vandalism, Evidence of Drug use and possibly drug supply.

Fly tipping:

Assorted items disposed of, including Pallets, Fence Panels, traffic cone, timber off-cuts, Flooring, Car exhaust, Garden waste, Polystyrene, Cladding etc...

Other:

We reached out to a homeless person that had taken up residence in a Garage within a garage compound.

We offered support to Op Sceptre, which is a 'sweep' carried out by Police and Police Cadets. They search the area for hidden or discarded knives etc.

A person requiring assistance with dealing with electricity supply.

We have carried out a joint visit (with an RSL) to a housing Complex.

Graffiti is becoming unsightly in some areas.

Abandoned car reported.

Thank you for your continued support, Carol and Jon

Chichester Council Report

Chichester West May 2024

Here is a brief overview of the past few months:

- Various events attended in the community – charity/fundraising etc.
- Two separate and complex neighbour disputes involving anti-social behaviour, criminal behaviour, drugs, noise, environmental issues, housing. Working together with Hyde, Social Prescriber, Police and CDC officers to try and find solutions. I am giving ongoing support and welfare checks.
- UK Harvest events attended weekly. Advice, help and support given to struggling households, homeless persons. Help with cost of living advice and signposting to various agencies.
- Info and advice on scams.
- Numerous faulty streetlights, pot holes reported and flytipping reported for clearance.
- Concerns for elderly resident who is extremely vulnerable. Social Prescriber contacted to liaise with GP.
- Welfare visits to elderly residents who have been in hospital/waiting for operations.
- Rise in numbers of electric scooters around the area. Advice given and info reported.
- Support and advice for resident who had his electric bike stolen from garden shed.
- Other issues dealt with – illegal parking, suspected car sales on public road without MOT, identity theft.
- Traveller incursions in various areas locally. Bunds now installed in two locations on Sherborne Road.

Thank you for your continued support.

Sue Long

Community Warden for Chichester West

Chichester City Ambassador Operational Report
May 2024



Mercedes and Ashley, the City Ambassadors, attending the Pride Parade May 2024 and the St Wilfrid's Pay for a Day Campaign February 2024.

Please find below an overview of the Chichester Ambassador service performance.

Key stats from 5TH February 2024 to 25th May 2024

- **40** x 6-hour patrols conducted in the City Centre
- **429** direct business interactions – introductions or support
- Attendance or support at **98** shoplifting incidents
- Attendance or support at **177** Anti-Social behaviour incidents
- Gave Assistance to the Public through advice or help **78** times
- Welfare checks on shop staff post shop lifting incidents - **33**

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

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Examples of type of support given

1. Regular patrols, in conjunction with the Police, at the Cathedral to help deter current ASB issues
2. Building relationship with Pallant House Gallery to help deter ASB being experienced within the shop, café and reception area
3. Regular attendance at key theft and ASB hot spots - Co Op East Street, TKMaxx, M and S (both sites), Tesco Express, Sports Direct, Betfred, H and M, New Look
4. Supported Chichester BID / St Wilfrid's Hospice "Pay for a Day" fund raising campaign
5. Attended to 3 first aid incidents until arrival of paramedics
6. Attended mental health crisis incident at Avenue de Chartres and supported police on traffic management
7. Attendance at Operation 950 event to help with crowd control during exercise.
8. Attendance at Chichester Pride Parade 2024 to support in crowd control
9. Replenished 45 car park map dispensers regularly
10. Attended WSCC lead security conference, focusing on extremism. This was a great opportunity for our City Ambassadors to link up with other BID security operations services.

To ensure all the city businesses are aware of this new service, the City Ambassadors featured in our February Chichester BID newsletter. We will also be seeking feedback from the BID Levy payers on this new service by way of a simple survey in July 2024.

Helen Marshall
Chair / CEO Chichester BID
May 28th 2024

CHICHESTER CITY COUNCIL
Community Affairs Committee

Report by Michael Bevis Chair of the Friends of Chartres

This is my first report since being elected as Chair at the Annual General Meeting on 21st March 2024.

I would like to thank the recently retired Mayor Cllr Craig Gershater for his support for the Association as President during his mayoral year and in particular to him and the Mayoress for joining the visit of the Association to Chartres over the May Bank Holiday weekend to celebrate 65 years of the twinning between our two cities.

I would also like to thank my predecessor Cllr Anne Scicluna for all she has done for the Association during her year. I am glad to report that she has been elected Vice-chair for the current year.

In addition Stephen Northdale has been re-elected as Treasurer and Anne Louise Briggs David Nason Julia Sander Peter Tudge and John Wilton were re-elected to the committee. We are still searching for a Secretary, however.

Since the AGM much of our focus has been on the exchange visit. It was our turn to visit this year and 26 people took part in a most enjoyable weekend. Most of our members travelled by Eurostar this year. This did involve getting to St Pancras station in London and then crossing Paris from the Gare du Nord to the Gare Montparnasse while others who were combining the visit with other holiday plans travelled in their own cars. Previously the great majority have travelled by coach from Chichester which has meant that it has been available for us and for our French hosts during the stay. The cost this year which would have included the cost of accommodation for the driver was prohibitive. We will have to consider the situation when we are planning the trip for the year after next.

Most participants stayed in families but some took the option of hotel accommodation on this occasion.

We arrived on Friday and enjoyed some free time for sightseeing. Then on Saturday morning we held the usual meeting of our committee with the committee of the Amis de Chichester. At the meeting as well as discussing possible dates for the visit by the Chartrains in 2025 and discussed ways of trying to broaden the appeal of the twinning and encourage new and younger members. These are issues for both committees.

This was followed by a reception at the Mairie at which the civic delegation was formally received and welcomed by M Patrick Geroudet President of Chartres International to which The Mayor responded and gifts were exchanged. The

President of Les Amis de Chichester Mme Yvonne Chretien welcomed the members of the Friends of Chartres to which I responded.

On the Saturday we all enjoyed a day's excursion to the Chateau of Fontainebleau followed by lunch and free time to explore the nearby town of Moret-sur-Loing

On Sunday morning Cllr Scicluna and I accompanied the Mayor and Mayoress to Mass in Chartres Cathedral where we were welcomed by the Recteur of the Cathedral and later at lunch I was able to pass onto him greetings and prayers from the Dean of Chichester.

The final event of the weekend was a gala dinner held at La Sellerie Restaurant in the village of Thivars near Chartres – the gastronomic highlight at which gifts were given and received by both associations

Our language circles continue and we are trying to encourage more people to join us although awareness of the twinning generally remains disappointingly low.

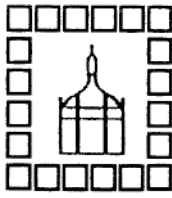
With a view to gaining more members we are in the course of revitalising our website and increasing our social media presence by opening up our Facebook page.

Once again the twinning associations are coming together for the annual Four Cities event which is part of the Festival of Chichester. On 24th June at 7.30pm in the Assembly Room Tom Brown who is Head Gardener at West Dean will be speaking and we will then be enjoying food and drink from France, Germany, Italy and Malta.

On Sunday 28th July I shall be hosting our annual Garden Party which is an opportunity for members to meet and chat informally in a very English setting.

If members would like to me to do so I should be very happy to come and speak about the twinning with Chartres – our successes, disappointments, challenges and opportunities. I think we are unique in the United Kingdom being twinned with three cities – Chartres, Ravenna and Speyer which are all twinned with each other as well as enjoying our link with Valletta.

Michael Bevis
20th May 2024



Friends of Ravenna Report for the Chichester Community Affairs meeting on Monday 3 June 2024

Programme of Events 2023-24

In April the talk by Alan Mason, Chairman of The Professional Gardeners' Guild was well attended with over 90 members coming to learn about Gardens in the Italian Lakes. Nearly 50 members enjoyed a Social Evening at 64 Restaurant. The AGM is set for 13th June where members will discuss changing the annual membership period so that it runs from 1 July of one year to 30 June of the following year and also changing to individual membership (rather than single / family).

Programme of Events 2024-25

The Programme Card for the year starting in September 2024 is almost ready for printing and we are looking forward to welcoming speakers to talk about travel, music, art, films, science, design and sport. We have a special Christmas event lined up with Bertie Pearce (Commedia Dell'Arte) and a February Social*.

Developments

Plans have been completed for the music exchange and 6 students accompanied by Jon Grave (Chichester University) are heading for Ravenna at the end of July 2024. *It is hoped that there could be a reciprocal music exchange to Chichester in 2025 and to this end those students are coming to perform at our February 2025 event to share their music and to tell us about their experience in Ravenna.

Plans for the Dante sculpture's installation are inching forward and there have been early conversations about the opening ceremony!

Recently some members attended the opening of a special collaboration between the Chichester University Learning and Resource Centre and the Istituto Italiano di Cultura in London. An exhibition of 1960s Anglo-Italian comics is running until 2 July 2024, showing a fascinating glimpse into a little bit of Anglo-Italian history!

Recently we have been asked to link up rugby teams! Just starting on that one!

We are delighted to be taking part in the 4 Cities event with Tom Brown in Conversation on 25th June as well the Chichester Gala on 29th June - both great opportunities to celebrate and promote twinning.

Membership stands in May at 190

Jacky Storey
Chair Friends of Ravenna

Report for Chichester City Council Community Affairs Committee

Friends of Speyer

The Friends of Speyer AGM was held on 22nd May 2024 and the following appointments were made:-

Chairman: Rodney Duggua, Vice- Chairman: Anne Scicluna, Secretary: Richard Plowman, Treasurer: Richard New, Membership Secretary: Richard New

In addition to these appointments an Executive Committee was appointed.

As agreed at an EGM in February, the concept of specialist groups is being continued, who will feed their work activity back to the Executive Committee, thus relieving the administrative burden. The groups are currently – Events, Business, Publicity and Visits. However, these are likely to increase with Sports and Young People groups being considered.

Since the last report, real progress has been made. The Friends of Speyer website is now live (in English and German) www.FriendsofSpeyer.org, the first very comprehensive newsletter has been published and membership leaflet has also been produced to assist recruiting.

The Friends are now readying themselves to support two events in June. On 24th, the Four Cities event being held in the Assembly Room, Tom Brown in conversation with Phil Hewitt, the Arts and Entertainment editor of the Chichester Observer. Tom is Head Gardener at West Dean and has also worked at RHS Wisley and Parham House. He is also a correspondent for BBC Radio Sussex, Gardener's World and is a RHS judge. Refreshments provided by the Four Cities group will be served at the conclusion of the event.

We are also preparing ourselves for attendance at the Chichester City Gala event in Priory Park on 29th June. Hopefully, this will present a good recruiting opportunity and we are grateful to City Council staff for their assistance and mindful of the amount of work that has gone into planning this event.

Membership remains at 79, but it my wish that this number increases to 100 by the end the year. I continue to emphasise that recruiting is the business of all members. Membership reminders have just been issued.

Additionally, through the business group, a visit of six Chichester Rotarians is being made to Speyer between 21st and 23rd June to celebrate the 50th anniversary of the formation of the Rotary Club of Speyer.

In mid July, Kathrin Kirsch, the Vice Chair of the Speyer group, the Friends of Chichester will be visiting the UK. She will spend three days in Chichester and a programme for her visit is being drawn up.

In November, the Friends are travelling to Speyer to visit the Christmas Market. To date, this visit has been well supported by at least 20 members. Meetings about a range of activity and business opportunities will be taking place between our group and the Friends of Chichester. We have just learnt that the Mayor will be accompanying us.

Communication with local schools is ongoing via Councillor Craig Gerschater as Speyer schools are very keen about establishing links with their Chichester counterparts. The recruitment of younger members and how this would best be achieved was identified at a very early stage as a key priority.

In summary, there has been real progress since our February EGM. I wish to thank those who have worked so hard in a tight time-frame to make this happen.

Rodney Duggua
Chairman
Friends of Speyer

Friends of Valletta

Report to Community Affairs Committee

May 2024



Past Events

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.

Unfortunately owing to illness the talk on the Villa Frere Garden was cancelled, but it is hoped to hold it later in the year.

Future Programme

On Monday 27 May at 7 pm Patrick Calleja, Executive President of Din L-Art Helwa, (Malta’s National Trust), will give a Zoom talk on their valuable work in restoring and caring for Malta’s heritage.

The guest speaker on 24 June at the Four Cities event in support of the Festival of Chichester at 7.30 pm will be Tom Brown, Head Gardener at West Dean who will be “in conversation with Phil Hewitt”. Tickets are on sale at £12 per person.

During the visit to Valletta last October, we contacted both St Paul’s Anglican Cathedral and St John’s Co Cathedral to explore the possibility of establishing ecclesiastical links between the Cathedrals in Valletta and Chichester and on July 1 at 7 pm David Wright, Chancellor of St Paul’s, will be giving a Zoom talk on his Cathedral.

On Sunday 7 July we will hold the Garden Party in our garden starting at 3 pm.

General

We are pleased to welcome Lindy Purchase who has joined the Committee. We continue to advise both the University and the College of our meetings so that any students who wish to attend will be invited free of charge.

We are hoping that the Gala in Priory Park will be an opportunity for the Twin cities to talk about their programmes and events and perhaps get new members.

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 3rd June 2024

From: Paula Chatfield, Chair of Chichester Tree Wardens

Date: 27th May 2024

Since we last reported (23rd February 2024), Chichester Tree Wardens' volunteer activities to promote trees and encourage protection of and planting trees include:

- Supporting **Parklands** Residents' Association's community **tree planting** event at Sherborne Road recreation ground on 1st March and ongoing watering. As well as providing practical support, and thanks to a previous grant made to us by the Southern Co-Operative, we were able to fund 2 of the trees planted.
- 7 (of 11) of us attended the Tree Council's South East and South Central **Regional Tree Warden Forum** at Goodwood on 2nd March. Updates included the '[Trees Outside Woodlands](#)' project. Led by Defra in partnership with Natural England, The Tree Council, Chichester District Council, Cornwall Council, Kent County Council, Norfolk Council, and Shropshire Council, the project is continuing until 2025. Its themes are Urban Tree Establishment; Subsidised Tree Scheme; Agroforestry and Orchards; Trees in the Farmed Landscape; and Boosting Community Tree Nurseries. CDC has been the lead partner for the Subsidised Tree Scheme pilot and support for other themes. Its focus for 2024/25 is on testing incentives for tree planting in areas that will improve ecological connectivity of wooded habitats (see its [website](#) and priority area [map](#)).
- As a result of the Forum, I participated in a Forest Research interview on awareness of **Oak Processionary Moth**.
- On 6th March, I gave an **illustrated talk** to the Fishbourne Gardeners' Club which was well received.
- We receive a steady trickle of **enquiries** thanks to our publicity and networking. Volunteer Tree Wardens are not permitted, nor qualified, to give advice, but can often suggest where to go for help and things to consider. Our [website](#) is updated/expanded as time permits.
- Individual TW's **participation in other groups** includes Summersdale Residents' Association; East Broyle Residents' Association (20th April tree planting included an oak grown from a local acorn, donated in memory of the family member who grew it); Friends of Oaklands Park and Priory Park Society. At Whyke Residents' Association AGM on 2nd May, we provided information to residents about tree watering. Our support for Friends of Brandy Hole Copse includes 2 TWs on its Committee and providing a website presence. We continue to contribute reports to Chichester Conservation Area Advisory Committee.
- Developers for Phase 2 at **Whitehouse Farm** held a Community Liaison meeting with invited representatives on 1st May. I attended for Chichester Tree Wardens. They reported that their landscape architect is overseeing making good of badly implemented/failed tree planting in Phase 1, although further replacement tree planting needs to wait for the next planting season (starts October/November). It has been heartening to see public interest in tree planting succeeding around the site.
- We were also told that developers expect to release Phase 1 allotments to the managing agents this summer. We hope to set up a **Community Tree Nursery** there, as one of the plots has been allocated for this purpose by planning permission, but so far we have not received any notification.
- **National Hedgerow Week** took place 6th-12th May. We were pleased to connect the West Sussex Library Service with an initiative by the Tree Council that saw a themed book display and promotion

in the children's section of Chichester Library (and, I'm told, in Midhurst, Petworth, Witterings, Selsey and Southbourne). We joined in publicity for the week, which was noticeably higher profile this year (including participation by CDC).

- We relaunched our [ChiTrees](#) tree recording project on 9th May and hope to build participation over the summer. Last year volunteers recorded **195 trees**, which Treezilla estimates collectively provide an **estimated £14,500 eco-benefits**: intercepting water, avoiding water run-off, improving air quality, removing and storing carbon. Individual tree "scores" ranged from £1 for very young trees to £582 for a [hybrid black poplar](#) just to the south of the multi-storey car park, estimated to be storing over 7.5 tonnes of carbon.

Strategy and Planning

Notice of Submission of the Local Plan 2021 to 2039 was given by CDC to the Secretary of State for Levelling up, Housing and Communities on 3rd May. The Local Plan submission documents, supporting documents and evidence can be viewed on CDC's website [here](#). We will be following up our representations last made in 2023.

Pests and Diseases

After our last report, we discovered that WSCC's Communities, Highways and Environment Scrutiny Committee considered a Progress Update to its **Ash Dieback** Action Plan at its [meeting on 17th November 2023, item 32](#). We have not noticed any highway ash felling within the City's parish area, although a number of trees were felled along the A259 just across the A27 from us. Ash trees have been late to leaf this year and it remains to be seen how this disease will progress.

Oak Processionary Moth - keep your eyes peeled for OPM [now](#). The Forestry Commission has a [public information leaflet](#) to help. Please discourage anyone from transporting baby oak trees, that they may have grown from acorns, to other locations.)

Coming Up

- Friends of St Mary's Churchyard is hosting a Family and Community Day on Saturday 8th June (starts 10am) as part of [Love Your Burial Ground Week](#). We'll be supporting with tree-related information and an activity.
- The **Festival of Chichester** brochure is now in circulation and Booking Office open, including for our events (listed as A9 - [Art in the Park at Oaklands Park](#) on 4th July, and WT9 - [Explore Trees with Chichester Tree Wardens, in Priory Park](#) on 10th July).
- We hope to "launch" the updated printed **Chichester City Centre Tree Trail** at the Festival, thanks to your grant. (Revised drafting is currently with WSCC to update before we can send it to print).
- Sadly we did not have volunteer capacity to take a place at the Gala this year.

A reminder that **WSCC's donate-a-tree scheme** continues, with orders for trees to be planted in the public highway needing to be confirmed by the end of July for planting this winter. The required contribution is now £257 per tree (was £236.20 in 2023/24). This represents about half of the cost to WSCC.

We would love to talk trees with any City Councillor curious about something tree-related on your patch, or about what we do. As ever, our coverage of the parish is patchy – one notices best what happens in places where we often are, and we rely on others letting us know about issues and opportunities they spot.

With best wishes,

Paula
(tel. 07788 140698; email paula@parklands-chichester.org)
www.treesinchi.org

Civic Ceremonial Working Group Draft Terms of Reference

Aim:

- The aim of the Civic Ceremonial Working Group is to review the current range of City Council Civic and Ceremonial events, assets and functions and assess their continuing purpose, relevance and value to the residents of the City.

Responsible for:

- Reviewing the roster of Civic events and their format.
- Reviewing the Ceremonial functions of the Council and their ongoing relevance.
- Reviewing the costs of delivering the Civic and Ceremonial functions of the City Council.
- Preparing a report outlining:
 - Recommendations for ongoing delivery of Civic events and their format.
 - Recommendations for ensuring the Council ceremonial functions remain relevant to residents.
 - Recommendations on ensuring Civic and Ceremonial activities demonstrate their value to the residents of the City.

Membership

- Voting Membership of the Civic Ceremonial Working Group shall comprise a maximum of five Councillors elected annually by the Community Affairs Committee at their first meeting after the Annual Council Meeting in May.
- The Clerk (in their role as Proper Officer), the Communication, Civic and Council Support Officer and the Communities Officer as non-voting members.
- There are no ex-officio members of the Working Group.
- The voting members of the Civic Ceremonial Working Group will elect a Chair annually.
- Membership of the Civic Ceremonial Working Group may be changed at any Community Affairs Committee meeting.
- Councillors may be co-opted to join during the Council year if authorised by the Community Affairs Committee.
- Non-Councillors may be invited to join the Civic Ceremonial Working Group.
- Two voting members shall constitute a quorum for meetings.

Meetings

- The Civic Ceremonial Working Group will meet at a minimum monthly to complete the work necessary to deliver their report.
- As a working group public notice of meetings or public admission to meetings is not required.
- Agendas are to be distributed by the Chair of the Civic Ceremonial Working Group to all its members at least three days prior to any meeting. A further copy is to be sent to the Clerk of the Council for distribution to any councillors who are not members.
- As a Working Group full minutes of meetings are not required. The Chair of the Civic Ceremonial Working Group is, however, required to forward to the Clerk of the Council a record of discussions at its meetings within seven days

of any meeting which will then be distributed to all councillors for their information only.

Decisions and Delegated Powers

- This Working Group has no delegated authority.

Reporting to Council

- The Chair of the Civic Ceremonial Working Group must submit to the Clerk of the Council any report arising from its meetings that includes recommendations to Community Affairs Committee in accordance with Standing Order 4 (“Motions for a meeting that require written notice to be given to the Proper Officer”).