



Chichester City Council

COMMUNITY AFFAIRS COMMITTEE

Minutes

Date 3 June 2024

Time 5.30pm – 7:43 pm

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

PRESENT: Councillors Apel, Chant, J Gershater, Kondabeka

EX-OFFICIO: The Mayor (Councillor S Quail)

ALSO IN ATTENDANCE: The Town Clerk, Deputy Town Clerk, Councillor Butler, Councillor Gershater, Civic & Council Support Officer, Present: Tony Toynton from Sanctuary in Chichester, Anne-Marie Flynn and Abi Exelby from Chichester Cinema at New Park, Catherine Cannon from West Sussex Countryside Studies Trust, Michael Turner from Chichester Boys Club, Susie Cooke from Bishop Luffa Learning Partnership (arrived at 6.25pm), Helen Marshall (Chichester BID), Pam Bushby (Chichester District Council)

1. **ELECTION OF CHAIRMAN FOR 2024-2025**

Councillor Kondabeka **PROPOSED** Councillor Apel to remain as Chair. This was **SECONDED** by Councillor Chant. Councillor Apel was duly elected Chair.

2. **APPOINTMENT OF VICE-CHAIRMAN FOR 2024-2025**

Councillor Apel **PROPOSED** Councillor Chant to become Vice-Chair. This was **SECONDED** by Councillor Quail. Councillor Chant was duly elected Vice-Chair.

3. **APOLOGIES FOR ABSENCE**

Noted apologies from Councillor Moore.

Councillor Knight was absent

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

None

5. **GRANT APPLICATION PRESENTATIONS AND CONSIDERATIONS**

a) **Presentations by Large Grant and Core Funding grant applicants**

1. *Sanctuary in Chichester presentation by Tony Toynton.*

The Committee **RESOLVED** to support the application by contributing £5,000 per annum for 3 years.

2. *Chichester Cinema at New Park presentation by Anne-Marie Flynn and Abi Exelby.*

The Committee **RESOLVED** to support the application by contributing £5,000 per annum for 3 years.

3. *The West Sussex Countryside Studies Trust presentation by Catherine Cannon.*

The Committee **RESOLVED** to support the application by contributing £5,000 per annum for 3 years.

4. *Chichester Boys Club CIO presentation by Michael Turner.*

The Committee **RESOLVED** to support the application by contributing £5,000 per annum for 3 years.

b) **Small Grant Applications**

1. *West Sussex Scout Council*

The Committee **RESOLVED** to grant £1,000 to the organisation.

2. *4Sight Vision Support*

The Committee **RESOLVED** to grant £0 to the organisation.

3. *UK Harvest*

The Committee **RESOLVED** to grant £0 to this organisation.

4. *FABIS*

The Committee **RESOLVED** to grant £3,000 to the organisation.

5. *Ovation Music*

The Committee **RESOLVED** to grant £2,000 to the organisation.

6. *Think18*

The Committee **RESOLVED** to grant £3,000 to the organisation.

c) **Free Use applications**

1. *Chichester and District Cycle Forum*

The Committee **RESOLVED** to grant the free hire request.

2. *Transition Chichester*

The Committee **RESOLVED** to grant the free hire request.

6. **POLICING AND SECURITY IN THE CITY**

a) **Community Wardens**

The wardens had sent their reports which had been circulated prior to the meeting. Pam Bushby (CDC) had to leave the meeting and will send a written report for circulation with the minutes (attached).

b) **Chichester BID Ambassadors (Report by Helen Marshall, Chichester BID)**

Police presence in the City centre has improved, which is helping the Ambassadors to focus on their role. Feedback so far has been very positive, and the Ambassadors are working well.

In response to a question regarding shoplifting, Helen Marshall advised this is still a very problematic issue, but the BID have recently secured a quarterly walkthrough of the city with a senior Police Officer to talk to shopkeepers and understand and engage with them on the issues.

c) **Chichester Police**

A cycle marking event took place on 25th May at the Council House. There is a cycling intervention event taking place in the City on June 4 and 5, the results of which will be shared. Lack of clear signage has already been identified as an emerging issue.

7. **GRANT APPLICATION PRESENTATIONS (CONTD.)**

Susie Cooke from **Bishop Luffa Learning Partnership** joined the meeting at 6:25 pm and gave an overview of the work of the school supporting refugee children.

The Committee **RESOLVED** not to support the funding application.

Additionally, the Committee **RESOLVED** that the Clerk write to WSCC after the General Election expressing Council's concerns regarding the current funding shortfall for day-to-day education activities at the school.

8. **CHICHESTER BID**

Helen Marshall gave an overview of the Chichester BID, how it is funded, its work and priorities and future aims and challenges.

9. **REPORTS WERE RECEIVED FROM THE FOLLOWING:**

The Chairman noted the receipt of the following reports:

- Friends of Chartres
- Friends of Ravenna
- Friends of Speyer
- Friends of Valletta
- Chichester Tree Wardens

The Committee requested that Michael Bevis from the Friends of Chartres be invited to speak to the Full Council at their September meeting about the benefits and opportunities of twinning.

10. **REQUEST FOR PARTNERSHIP WORKING WITH CHICHESTER BID FOR CHRISTMAS 2024**

The Committee **AGREED** to the request for partnership support from Chichester BID in organising the Christmas lights switch on event.

11. **UPDATES ON ACTIONS FROM THE PREVIOUS MINUTES NOT COVERED ELSEWHERE ON THE AGENDA**

1. Councillor C Gershater advised that he has put together a paper which will be presented at the next homelessness forum and the issue has now been picked up for further investigation by the local NHS trust.

The Committee **REQUESTED** that adequate cover for the hosting of the forum be arranged during annual leave and staff absences.

2. Complete asset mapping for North and West wards.

This is now complete

3. D-Day update.

There is an exhibition taking place in the Council Chamber on June 6, 2024 and wreath laying at the War Memorial at 11am. Also, a guided walk has been organised for 11am and beacon lighting on the trundle at 9.15pm.

4. Clerk advised that the cost of creating a badge by The Royal College of Arms would be £4,750.

The Committee **AGREED** not to proceed at this time.

12. **CHICHESTER RUNNERS NEW HOMES BONUS**

The Committee **AGREED** to the request for the extension to the spending of the grant monies due to the delays in securing the necessary permissions and licenses.

13. **GALA UPDATE**

Town Clerk gave an update on progress and requested volunteers to help with the event in the run up and on the day.

14. **CHICHESTER PRIDE UPDATE**

The Committee expressed their thanks to the PRIDE committee for planning such a successful event and requested that the Chairman to send a letter of thanks to the organisers.

15. **COMMITTEE MEETING TIMES FOR 2024-2025**

The Committee agreed that meetings would commence at 5.30pm for the Council year.

16. **CIVIC AND CEREMONIAL WORKING GROUP TERMS OF REFERENCE**

The Committee adopted the draft Terms of Reference and confirmed membership of the Working Group as Councillors Scicluna, Chant, Miall, Quail and Loxton.

17. PUBLIC BODIES (ADMISSION TO MEETINGS ACT) 1960

The Committee **RESOLVED** that the public and press be excluded from this meeting due to the confidential nature of the business to be transacted namely financial and business affairs of third parties.

18. CONSIDERATION OF GRANTS APPLICATIONS

Resolutions are noted at Minutes 5 and 7 above.

19. ITEMS FOR NEXT AGENDA

- Installation of a putting green in the City.

20. DATE OF NEXT MEETING

DATE OF NEXT ORDINARY MEETING: 2 SEPTEMBER 2024

The meeting closed at 7:43 pm

ACTIONS ARISING FROM THIS MEETING

Minute ref.	Agreed action	Assigned for action to
5 and 7	Advise Grant applicants of Committee decision	Deputy Clerk.
9	Invite Michael Bevis from the Friends of Chartres to speak to the Full Council	Town Clerk
11	Ensure adequate cover arrangements are in place for hosting of future Homeless Forum meetings	Town Clerk
14	Chairman to write to PRIDE committee thanking them for their efforts in organising the first annual parade.	Chairman