

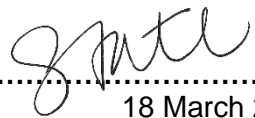


Chichester City Council

## PROPERTY SUB-COMMITTEE

### Agenda

**YOU ARE HEREBY SUMMONED TO ATTEND A MEETING OF THE PROPERTY SUB-COMMITTEE TO BE HELD IN THE COUNCIL CHAMBER AT 11.00AM ON TUESDAY 25 MARCH 2025**

  
.....  
18 March 2025

**1. APOLOGIES FOR ABSENCE**

To note apologies for absence from members of the Sub-Committee.

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

**3. MINUTES OF THE PROPERTY SUB-COMMITTEE MEETING HELD ON 28 JANUARY 2025**

To approve and sign as a correct record the minutes of the Property Sub-Committee meeting held on 28 January 2025.

**4. UPDATES ON ACTIONS ARISING FROM THE LAST MEETING**

**a. Minute 42 refers – Exterior lighting upgrades**

*Advise Members of requests to illuminate the City Council's buildings, explaining the colours and the events being marked.*

Noted that future requests to illuminate the City Council's buildings would be circulated to Members in advance and would include an explanation of the colours and events being marked.

Further update Property Maintenance Manager's report.

**b. Minute 43 refers – Allotments**

*Advise appropriate ward Members in the event of serious allotment tenant disputes arising.*

Noted that appropriate ward Members would be advised in the event of serious allotment tenant disputes arising in the future.

**c. Minute 43 refers – Room bookings**

*Issue a press release publicising the upgraded kitchens once the works have been completed.*

Property Maintenance Manager to report.

**5. PROPERTY MAINTENANCE MANAGER'S REPORT**

Report attached.

**6. INFORMATION TO NOTE**

Summarised in Property Maintenance Manager's report.

- Allotments
- Room bookings/occupancy rates

**7. TOUR OF UPGRADED KITCHEN FACILITIES**

Property Maintenance Manager to report.

**8. ITEMS FOR INCLUSION ON THE NEXT AGENDA**

**9. DATE OF NEXT ORDINARY MEETING**

To: Members of the Property Sub-Committee  
Councillors Apel, Butler, Loxton, Miall, Quail, Scicluna

*The filming, photographing and recording of City Council meetings is now permitted by those members of the press and public attending. This includes the use of mobile devices by those using social media. It would be appreciated if anyone who wishes to do this could let the Chairman know before the meeting commences.*

*However, these provisions will not apply on occasions where the press and public are excluded from the meeting when confidential matters are discussed.*

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