



Chichester City Council

## MEETING OF THE CITY COUNCIL

TO THE MEMBERS OF THE CITY COUNCIL

**MEMBERS ARE HEREBY SUMMONED TO ATTEND A MEETING OF THE COUNCIL OF THE CITY OF CHICHESTER TO BE HELD AT 6.00PM ON WEDNESDAY 30 APRIL 2025 IN THE COUNCIL CHAMBER, THE COUNCIL HOUSE, NORTH STREET, CHICHESTER**

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Town Clerk  
23 April 2025

### Agenda

**1. APOLOGIES FOR ABSENCE**

To note apologies received from Members of the City Council.

**2. DISPENSATION REQUESTS**

To approve the dispensation requests received since the last Meeting of Council  
(*Copies attached or to follow*).

**3. DECLARATIONS OF INTEREST BY MEMBERS OF THE CITY COUNCIL IN MATTERS ARISING ON THE AGENDA FOR THIS MEETING**

**4. MAYOR'S ANNOUNCEMENTS**

**5. PUBLIC QUESTIONS**

To answer questions (if any) from members of the public being residents of the City pursuant to Appendix 1 of Chichester City Council's Standing Orders (September 2020).

**6. MINUTES OF COUNCIL**

To approve and sign as a correct record the minutes of the Meeting of Council held as follows:

- [Minutes – Meeting of Council – 19 February 2025](#)
- [Minutes – Extra Ordinary Meeting of Council – 2 April 2025](#)

**7. UPDATES ON ITEMS FROM THE LAST MEETING NOT COVERED BY THIS AGENDA**

- **Minute 92 and 98** - Slides from Equalities and Diversity training to be distributed to all Councillors

Town Clerk to report.

- **Minute 97** - Draft Terms of Reference for the Devolution Working Group to be issued and the first meeting arranged.

Town Clerk to report.

- **Minute 98** - Details of available training courses to be distributed to Councillors.

Town Clerk to report.

## 8. MINUTES OF COMMITTEES

### a) **Planning and Conservation Committee**

- [Minutes – Planning and Conservation – 27 February 2025](#)
- [Minutes – Planning and Conservation – 27 March 2025](#)

### b) **Community Affairs Committee**

- [Minutes – Community Affairs Committee – 3 March 2025](#)
- [Minutes – Community Affairs Committee – 7 April 2025](#)

### c) **Finance Committee**

- [Minutes – Finance Committee – 2 April 2025](#)

To consider the following recommendations made by the Finance Committee to Full Council:

**i) Minute 111 refers** – review of City Council risk assessment statements and confirmation of arrangements for insurance cover in respect of all insured risks.

It was RECOMMENDED to Full Council on 30 April 2025 that the risk action plan be approved by Council for signature by the Mayor, as Chair of the Council, and the Responsible Finance Officer.

**ii) Minute 113 refers** – City Council standing orders review

Following a lengthy discussion, the Committee RECOMMENDED to Full Council on 30 April 2025 that they [City Council Standing Orders as revised April 2025] be adopted subject to the following revisions:

SO 25 (Lead Councillors) be REMOVED from the draft.

### **Business Plan Sub-Committee**

To note the minutes of the Business Plan Sub-Committee meeting held on 25 March 2025 (<https://chichestercity.gov.uk/minutes-business-plan-sub-committee-25-march-2025/> )

### **Personnel Sub-Committee**

To note the minutes of the Personnel Sub-Committee meeting held on 20 March 2025 (<https://chichestercity.gov.uk/minutes-personnel-sub-committee-20-march-2025/> )

### **Property Sub-Committee**

To note the minutes of the Property Sub-Committee meeting held on 25 March 2025 (<https://chichestercity.gov.uk/minutes-property-sub-committee-25-march-2025/> )

## 9. ANNUAL REVIEW OF CITY COUNCIL POLICIES AS PER STANDING ORDERS

To complete the annual review of the following City Council policies as per Standing Orders:

- Adoption of Standing Orders – discussed under agenda item 8(c)(ii)
- Adoption of Financial Regulations – to note that the Finance Committee ratified the City Council Finance Regulations (June 2024) with no change at their meeting on 5 February 2025 (minute 92b refers).

## 10. LOCAL GOVERNMENT DEVOLUTION

To receive updates as appropriate on the Local Government Devolution.

Town Clerk to report.

## 11. ANNUAL PARISH MEETING

To receive feedback resulting from the Annual Parish Meeting held on 28 April 2025.

## 12. REPORTS RECEIVED

To note reports received:

- From City Council representatives on Outside Bodies
- From City Councillors about matters affecting their wards
- From Chichester Division Members of West Sussex County Council and from Chichester Ward Members of Chichester District Council.

*(reports attached if available. **Reports received after publication of the agenda will be circulated with the minutes of the meeting**).*

## 13. QUESTIONS

To answer questions received, if any, from Members of Council pursuant to Standing Order 8.

## 14. ITEMS FOR INCLUSION ON THE NEXT AGENDA

## 15. COMMON SEAL

DATES OF NEXT MEETINGS:

- Annual Meeting of Council – Wednesday 14 May 2025 – 6pm
- Meeting of Council – Wednesday 25 June 2025 – time to be confirmed

*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.*