

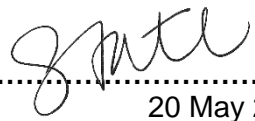


Chichester City Council

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 27 MAY 2025

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20 May 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 25 MARCH 2025

To approve and sign as a correct record the minutes of the Property Sub-Committee meeting held on 25 March 2025.

4. UPDATES ON ACTIONS ARISING FROM THE LAST MEETING

a. Minute 50c refers – Kitchen upgrade

Press release publicising the upgraded kitchens once the works have been completed.

Property Maintenance Manager to report.

b. Minute 51 refers – Community orchards

Press release about the new community orchards be sent out.

Property Maintenance Manager to report

c. Minute 51 refers – Replacement flooring

Commence replacement of the flooring on the back stair, main corridor and Lion Street corridor

Update in the Property Maintenance Manager's report.

d. Minute 51 refers – Allotment running costs

Assessment of the allotment running costs and charges be undertaken to inform planning for fee increases for 2026.

Property Maintenance Manager to report.

e. Minute 51 refers – Preferred supplier list

Seek advice from internal auditor and CDC finance manager on appropriate processes to establish a framework.

Town Clerk/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. ITEMS FOR INCLUSION ON THE NEXT AGENDA

8. DATE OF NEXT ORDINARY MEETING

Date of next Ordinary Meeting – Tuesday 26 August 2025

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.