



Chichester City Council

MEETING OF COMMUNITY AFFAIRS COMMITTEE

TO THE MEMBERS OF THE CITY COUNCIL

MEMBERS ARE HEREBY SUMMONED TO ATTEND A MEETING OF THE COMMUNITY AFFAIRS COMMITTEE TO BE HELD AT 5.30PM ON THURSDAY 4 SEPTEMBER 2025 IN COUNCIL CHAMBER

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Town Clerk
02 December 2025

CA2025/1 - APOLOGIES FOR ABSENCE

To note apologies, receive from members of the Committee prior to the meeting.

CA2025/2 - DECLARATIONS OF INTEREST

Declarations of interest by Members of the Committee in matters on the agenda of this meeting.

CA2025/3 - PUBLIC QUESTIONS

To answer questions (if any) from members of the public being pursuant to Standing Order 3(e) of Chichester City Council's Standing Orders (April 2025).

CA2025/4 - CHAIRMAN'S ANNOUNCEMENTS

CA2025/5 - REPORTS FROM PREVIOUS GRANT RECIPIENTS

CA2025/5.1 - UPDATES FROM COMMUNITY GRANT RECIPIENTS

To note receipt of reports from the following groups:

- Kitchen Sink Productions
- Citizen's Advice Bureau
- My Sisters' House
- Parklands Residents' Association

CA2025/5.2 - ANNUAL REPORT FROM LARGE GRANT RECIPIENTS – HOMESTART

CA2025/5.3 - ANNUAL REPORT FROM LARGE GRANT RECIPIENTS - CHICHESTER FESTIVAL

CA2025/5.4 - ANNUAL REPORT FROM LARGE GRANT RECIPIENTS - CHICHESTER FRINGE

CA2025/6 - PRESENTATIONS FROM NEW GRANT APPLICANTS

CA2025/6.1 - CHICHESTER WOMEN'S HISTORY GROUP

CA2025/6.2 - CREATIVE BEATZ

CA2025/7 - MINUTES OF THE PREVIOUS MEETING

To approve and sign as a correct record the minutes of the ordinary committee meeting held on the 4 June 2025.

CA2025/8 - UPDATE ON ACTIONS FROM PREVIOUS MEETING

Minute ref.	Agreed action	Update
11	Invite new City Centre Warden to meet the Committee at the September 2025.	Complete
16	Add consideration of cemetery charges to Community Affairs 2026/2027 budget consideration	Complete
18	Prepare an options report regarding revised grants terms and conditions for presentation at the next Committee meeting	Complete
22 and 24	Advise successful groups regarding grant application outcomes	Complete
23	Advise Chichester Runners of New Homes Bonus grant deadline extension	Complete

CA2025/9 - COMMUNITY OFFICER UPDATE

CA2025/10 - EVENTS UPDATE

CA2025/10.1 - GALA 2025 REPORT

CA2025/10.2 - CHRISTMAS 2025 UPDATE

To note the Christmas 2025 update (report to follow) and consider allocating £6,700 from the events budget to support the proposed activities.

CA2025/11 - POLICING AND SECURITY IN THE CITY

CA2025/11.1 - COMMUNITY WARDENS

- To note reports received from the Community Wardens
- To meet the new City Centre Community Warden

CA2025/11.2 - BID AMBASSADORS

- To note reports received from the BID Ambassadors

CA2025/12 - TO NOTE REPORTS RECEIVED FROM COMMUNITY GROUPS

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

CA2025/13 - COMMUNITY ASSET REGISTER

Further to Minute Reference 28 from the Community Affairs Meeting on 4 September 2023, to approve the nomination of the following West Ward venues for inclusion on the Community Asset Register.

- 12th Chichester Scout Hut
- Bartholomews/Chichester Arts Centre
- Clay Lane Sports Club
- Parklands Green Pavillion

CA2025/14 - ANNUAL REVIEW OF COMMITTEE POLICY DOCUMENTS

CA2025/14.1 - COMMITTEE TERMS OF REFERENCE AND SCHEME OF DELEGATION

CA2025/14.2 - COMMUNITY GRANTS POLICY

To consider the following changes to the current grant guidelines.

1. Clarify the position regarding grant applications from schools.
2. Clarify the requirements for joint grant applications from two or more organisations.

Committee are requested to delegate authority to Officers to make the necessary changes to grant guidelines.

CA2025/14.3 - CRITERIA FOR ANNUAL AWARDS AND FREEDOM OF THE CITY

CA2025/14.4 - MAYORAL ENGAGEMENT FORM

CA2025/15 - COMMITTEE BUDGET FOR 2026-2027

To make recommendations to the Finance Committee regarding proposed changes to the Community Affairs Committee budget for 2026-2027

CA2025/16 - ITEMS TO BE INCLUDED ON THE NEXT AGENDA

CA2025/17 - DATE OF NEXT MEETING

Date of next ordinary meeting: Thursday 4th December 2025 17:30

CA2025/18 - PUBLIC SECTOR BODIES (ADMISSION TO MEETINGS) ACT 1960

Proposal to resolve that the public and press be excluded from this meeting for Agenda Item 17 due to the confidential nature of the business to be transacted namely financial and business affairs of third parties.

CA2025/19 - CONSIDERATION OF GRANT APPLICATIONS

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.