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A meeting of the **Cabinet** will be held in Committee Room 2 at East Pallant House Chichester West Sussex on **Tuesday 1 May 2018 at 09:30**

MEMBERS: Mr A Dignum (Chairman), Mrs E Lintill (Vice-Chairman), Mr R Barrow, Mr J Connor, Mrs J Kilby, Mrs S Taylor and Mr P Wilding

AGENDA

PRELIMINARY MATTERS

1 Chairman's Announcements

The chairman will make any specific announcements for this meeting and advise of any late items which will be given consideration under agenda item 7 (a) or (b).

Apologies for absence will be taken at this point.

2 Approval of Minutes (pages 1 to 11)

The Cabinet is requested to approve as a correct record the minutes of its meeting on Tuesday 10 April 2018, a copy of which is circulated with this agenda.

3 Declarations of Interests

Members are requested to make any declarations of disclosable pecuniary, personal and/or prejudicial interests which they might have in respect of matters on the agenda for this meeting.

4 Public Question Time

In accordance with Chichester District Council's scheme for public question time and with reference to standing order 6 in part 4 A and section 5.6 in Part 5 of the Chichester District Council *Constitution*, the Cabinet will receive any questions which have been submitted by members of the public in writing by 12:00 on the previous working day. The total time allocated for public question time is 15 minutes subject to the chairman's discretion to extend that period.

RECOMMENDATIONS TO COUNCIL

NONE

KEY DECISIONS

5 **Review of Character Appraisal and Management Proposals for Fishbourne Conservation Area** (pages 12 to 82)

The Cabinet is requested to consider the agenda report and its five appendices (the fifth of which is available for online viewing only via the agenda supplement) and to make the following resolutions:

- (1) That the revised Character Appraisal and Management Proposals for Fishbourne Conservation Area, attached at Appendix 1 to this report, be approved as a material consideration in relevant planning decisions.
- (2) That the recommended changes to the Fishbourne conservation area boundary on the west side, as shown in the maps on pages 32 to 36 of the revised Character Appraisal and Management Proposals, attached at Appendix 1 to this report, be approved.
- (3) That the proposed responses to representations, attached at Appendix 2, to this report, be approved.
- (4) That the implementation of an 'Immediate' Article 4 direction to cover minor alterations to the principal elevations of dwellings within Fishbourne conservation area, as set out in Appendix 3 to this report, be approved.
- (5) That the implementation of a 'non-immediate' Article 4 direction to cover the installation of solar panels on the principal elevations and roof slopes of buildings within the Fishbourne Conservation Area, as set out in Appendix 4 to this report, be approved.
- (6) That decisions to confirm and/or implement, or otherwise the Directions referred to in 3.4 and 3.5 above be taken by the Director of Planning and Environment following consultation with the Cabinet Member for Planning Services and ward member for Fishbourne conservation area within six months of the Directions being made.

OTHER DECISIONS

NONE

OTHER MATTERS

6 **Late Items**

- (a) Items added to the agenda papers and made available for public inspection.
- (b) Items which the chairman has agreed should be taken as matters of urgency by reason of special circumstances to be reported at the meeting.

7 **Exclusion of the Press and Public**

The Cabinet is asked to consider in respect of agenda item 8 (2-3 East Street

Chichester) making a resolution that the public including the press should be excluded from the meeting on the following ground of exemption in Schedule 12A to the Local Government Act 1972 namely Paragraph 3 (Information relating to the financial or business affairs of any particular person (including the authority holding that information)) and because, in all the circumstances of the case, the public interest in maintaining the exemption of that information outweighs the public interest in disclosing the information.

[**Note** The confidential exempt Part II report for agenda item 8 is attached for members of Chichester District Council and relevant officers only (printed on salmon paper)]

8 2-3 East Street Chichester PO19 1HE (pages 83 to 85)

The Cabinet is requested to consider the agenda report, which is Part II* exempt confidential material with a restricted circulation to Chichester District Council members and relevant officers only (printed on salmon-coloured paper), and to make the following resolution:

That a new lease be granted to the existing tenants (R L Austen Limited) on the terms set out in section 5.2 of the agenda report and the Director of Growth and Place in consultation with the Leader of the Council and the Cabinet Member for Growth and Place be authorised to approve the final terms of this lease.

*[**Note** The ground for excluding the public and press during this item is that it is likely that there would be a disclosure to them of 'exempt information' of the description specified in Paragraph 3 (information relating to the financial or business affairs of any particular person (including the authority holding that information)) of Part I of Schedule 12A to the Local Government Act 1972]

NOTES

- (1) The press and public may be excluded from the meeting during any item of business wherever it is likely that there would be disclosure of 'exempt information' as defined in section 100A of and Schedule 12A to the *Local Government Act 1972*.
- (2) The press and public may view the report appendices which are not included with their copy of the agenda on the Council's website at [Chichester District Council - Minutes, agendas and reports](#) unless they contain exempt information.
- (3) Subject to the provisions allowing the exclusion of the press and public, the photographing, filming or recording of this meeting from the public seating area is permitted. To assist with the management of the meeting, anyone wishing to do this is asked to inform the chairman of the meeting of their intentions before the meeting starts. The use of mobile devices for access to social media is permitted, but these should be switched to silent for the duration of the meeting. Those undertaking such activities must do so discreetly and not disrupt the meeting, for example by oral commentary, excessive noise, distracting movement or flash photography. Filming of children, vulnerable adults or members of the audience who object should be avoided. [Standing Order 11.3 of Chichester District Council's *Constitution*]

(4) A key decision means an executive decision which is likely to:

- result in the Council incurring expenditure which is, or the making of savings which are, significant having regard to the Council's budget for the service or function to which the decision relates or
- be significant in terms of its effect on communities living or working in an area comprising one or more wards in the Council's area or
- incur expenditure, generate income, or produce savings greater than £100,000

NON-CABINET MEMBER COUNCILLORS SPEAKING AT THE CABINET

Standing Order 22.3 Chichester District Council's *Constitution* provides that members of the Council may, with the chairman's consent, speak at a committee meeting of which they are not a member, or temporarily sit and speak at the Committee table on a particular item but shall then return to the public seating area.

The Leader of the Council intends to apply this standing order at Cabinet meetings by requesting that members should *normally* seek his consent in writing by email in advance of the meeting. They should do this by noon on the day before the meeting, outlining the substance of the matter that they wish to raise. The word *normally* is emphasised because there may be unforeseen circumstances where a member can assist the conduct of business by his or her contribution and where he would therefore retain his discretion to allow the contribution without notice.