

**JOHN WARD**  
Director of Corporate Services

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## Notice of Meeting

### To All Members of Chichester District Council

You are hereby summoned to attend a meeting of **THE COUNCIL** which will be held in **Committee Rooms - East Pallant House** on **Tuesday 28 November 2023** at **2.00 pm** for the transaction of the business set out in the agenda below.

A handwritten signature in black ink, appearing to read 'Diane Shepherd'.

**DIANE SHEPHERD**  
Chief Executive

**17 November 2023**

### AGENDA

- 1 **Minutes** (Pages 1 - 16)  
The Council is requested to approve as a correct record the minutes of the meeting held on 18 July 2023 and 26 September 2023.
- 2 **Urgent Items**  
The Chair will announce any urgent items which due to special circumstances are to be dealt with under Late Items.
- 3 **Declarations of Interests**  
Members and officers are reminded to make any declarations of disclosable pecuniary, personal and/or prejudicial interests they may have in respect of matters on the agenda for this meeting.
- 4 **Chair's Announcements**  
Apologies for absence will be notified at this point.  
  
The Chair will make any specific announcements.
- 5 **Public Question Time**  
In accordance with Chichester District Council's scheme for public question time the Council will receive any questions which have been submitted by members of the public in writing by noon two working days before the meeting. Each questioner will be given up to three minutes to ask their question. The total time allocated for public question time is 15 minutes subject to the Chair's discretion to extend that period.

## RECOMMENDATIONS BY THE CABINET

To consider the following recommendations of the Cabinet requiring the approval of the Council.

6 **Determination of the Council Tax Reduction Scheme for 2024-2025**

The Council is requested to consider the report and its appendix found on pages 55-60 of the Cabinet agenda for 10 October 2023 and make the following resolution:

**That the proposed Council Tax Reduction Scheme for 2024-2025 be approved by Full Council.**

7 **Financial Strategy and Plan 2024-25 to 2028-29**

The Council is requested to consider the report and its appendix found on pages 11-45 of the Cabinet agenda for 7 November 2023 and make the following resolutions:

a) **That the key financial principles and actions set out in Appendix 1 of the 5 year Financial Strategy report are approved.**

b) **That the Minimum Level of Reserves is set at £4 million, following the recommendation of the Corporate Governance and Audit Committee.**

c) **That the current 5 year Financial Model detailed in appendix 2 (part 2) and the Resources Statement in appendix 3 to the Financial Strategy report be noted.**

d) **That the earmarked Revenue Budget Support Reserve of £8m is returned to the Council's General Fund Reserve.**

8 **Unauthorised Vehicle Deterrents - Parks and Green Spaces**

The Council is requested to consider the report and its appendix found on pages 41-44 of the Cabinet agenda for 10 October 2023 and make the following resolution:

**The release of £141,000 from reserves to fund vehicle deterrent measures at Florence Park, Oaklands Park, Whyke Oval and Sherborne Road.**

9 **Replacement of Groyne Aids to Navigation**

The Council is requested to consider the report and its appendix found on pages 45-47 of the Cabinet agenda for 10 October 2023 and make the following resolution:

**That £125,000 be allocated from General Fund reserves for the repair and replacement of 5 groyne markers.**

10 **Making the West Wittering Neighbourhood Development Plan**

The Council is requested to consider the report and its appendix found on pages 7-9 of the Cabinet agenda for 7 November 2023 and make the following resolution:

**That subject to a successful referendum result to:**

**Make the West Wittering Neighbourhood Development Plan part of the Development Plan for Chichester District (excluding the area within the South Downs National Park).**

## RECOMMENDATIONS BY COMMITTEES

- 11 **Unreasonable Complainants Policy** (Pages 17 - 19)  
The Council is requested to consider the report and its appendix found on pages 31-37 of the Standards Committee agenda for 6 November 2023 (the appendix is attached to this pack for members) and make the following resolution:

**That the Unreasonable Complainants Policy attached to the agenda pack be approved.**

## OTHER REPORTS

- 12 **Meeting Timings** (Pages 21 - 29)  
The Council is requested to consider the report and its appendix and make the following recommendations:

**2.1 That the Council do not amend the timing of statutory meetings.**

**2.2 That the Calendar of Meetings for 2024/25 (as set out in the Appendix 2) be approved.**

- 13 **Regeneration site and local plan policy** (Pages 31 - 33)  
The Council is requested to consider the report and make the following resolution:

**That Council approves that proposals for the development of the Basin Road, bus station and bus depot sites are developed in accordance with the requirements of Policy A4 of the Council's Proposed Submission Local Plan.**

## MOTIONS IN ADVANCE

- 14 **Motion from Cllr Briscoe** (Page 35)  
Having complied with the Motions Procedure as set out in the council's Constitution the motion attached will be proposed by Cllr Briscoe and if duly seconded it will then be discussed at this meeting.
- 15 **Questions to the Executive**  
Members are invited to ask a question of a member of the Executive (maximum of 30 minutes duration).
- 16 **Late Items**  
To consider any late items as follows:
- a) Items added to the agenda papers and made available for public inspection.
  - b) Items which the Chair has agreed should be taken as matters of urgency by reason of special circumstances to be reported at the meeting.
- 17 **Exclusion of the press and public**  
The Council is asked to consider in respect of appendix 2 to agenda item 7 whether the public, including the press, should be excluded from the meeting on the grounds of exemption under Parts I to 7 of Schedule 12A of the Local Government Act 1972, as indicated against the item 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. **The reports**

**dealt with under this part of the agenda are attached for members of the Council and senior officers only (salmon paper).**

### 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 Covid-19 Risk Assessments members of the public are advised of the following;

- Where public meetings are being held at East Pallant House in order to best manage the space available members of the public are in the first instance asked to listen to the meeting online via the council's committee pages.
- Where a member of the public has registered a question they will be invited to attend the meeting and will be issued a seat in the public gallery.
- You are advised not to attend any face to face meeting if you have symptoms of Covid.

4) 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]

### **MEMBERS**

|                     |                |
|---------------------|----------------|
| Mrs C Apel          | Mr G Evans     |
| Mr J Cross          | Mrs E Hamilton |
| Mr I Ballantyne     | Mr C Hastain   |
| Mrs T Bangert       | Ms O Hickson   |
| Mr R Bates          | Mr F Hobbs     |
| Mr D Betts          | Mrs D Johnson  |
| Mr S Boulcott       | Mr S Johnson   |
| Mr B Brisbane       | Mr T Johnson   |
| Mr R Briscoe        | Mr A Moss      |
| Mr J Brookes-Harmer | Ms E Newbery   |
| Mr J Brown          | Mr T O'Kelly   |
| Ms J Brown-Fuller   | Mr H Potter    |
| Ms B Burkhart       | Ms S Quail     |
| Mrs H Burton        | Mrs S Sharp    |
| Mx R Chant          | Mr C Todhunter |

Mr M Chilton  
Ms M Corfield  
Ms H Desai

Mr J Vivian  
Ms V Weller  
Mr T Young