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Minutes of the meeting of the **Council** held in the Committee Rooms - East Pallant House on Wednesday 17 May 2023 at 2.00 pm

**Members Present:** Mrs C Apel, Mr I Ballantyne, Mrs T Bangert, Mr R Bates, Mr D Betts, Mr S Boulcott, Mr R Briscoe, Mr J Brookes-Harmer, Mr J Brown, Ms J Brown-Fuller, Mrs H Burton, MX R Chant, Mr M Chilton, Ms M Corfield, Mr J Cross, Ms H Desai, Mr G Evans, Mrs E Hamilton, Mr C Hastain, Ms O Hickson, Mr F Hobbs, Mr S Johnson, Mr T Johnson, Mr A Moss, Ms E Newbery, Mr T O'Kelly, Mr H Potter, Ms S Quail, Mrs S Sharp, Mr C Todhunter, Mr J Vivian, Ms V Weller and Mr T Young

**Members not present:** Mr B Brisbane, Ms B Burkhart and Mrs D Johnson

**Officers present all items:** Mrs L Baines (Democratic Services Manager), Mr N Bennett (Divisional Manager for Democratic Services), Mrs J Hotchkiss (Director of Growth and Place), Mrs L Rudziak (Director of Housing and Communities), Mrs D Shepherd (Chief Executive) and Mr J Ward (Director of Corporate Services)

## 1 **Election of Chair of the Council**

Cllr Hamilton opened the meeting and spoke about her time as Chair of the Council.

Cllr Hamilton sought nominations for Chair of the Council for the ensuing year.

Cllr Chant proposed Cllr Apel which was seconded by Cllr Burton.

There were no further nominations.

In a vote Cllr Apel was duly elected as Chair of the Council.

Cllr Apel signed and read the declaration of office and was presented with the Chain of Office by Cllr Hamilton.

Cllr Apel thanked Cllr Hamilton for her time as Chair.

## 2 **Appointment of the Vice-Chair of the Council**

Cllr Apel sought nominations for Vice-Chair of the Council for the ensuing year.

Cllr Bangert proposed Cllr Cross which was seconded by Cllr Quail.

There were no further nominations.

In a vote Cllr Cross was duly elected as Vice-Chair of the Council.

Cllr Cross signed and read the declaration of office and was presented with the Badge of Office by Cllr Apel.

**3 To receive the report of the Returning Officer on the District Council Elections held on 4 May 2023**

On behalf of the Council Cllr Apel noted the report of the Returning Officer.

**4 Minutes**

Mr Bennett explained that those members not present at the meeting of either 7 March 2023 or 21 March 2023 should abstain from voting on the minutes.

In a vote the minutes of 7 March 2023 were approved.

In a further vote the minutes of 21 March 2023 were approved.

**RESOLVED**

That the minutes of the Full Council meetings held on 7 March 2023 and 21 March 2023 be approved and signed as a correct record.

**5 Urgent Items**

Cllr Apel explained that there would be an additional Urgent Decision Notice to note under Late Items relating to the Midhurst Fire.

**6 Declarations of Interests**

Mr Bennett explained that members were not required to declare an interest if they were listed as being nominated for appointment at the meeting.

**7 Chair's Announcements**

Cllr Apel welcomed all members to the meeting and thanked those who had not stood for election or not been elected for their work in the previous term.

Apologies for absence were received from Cllr Brisbane, Cllr Burkhart and Cllr Donna Johnson.

**8 Election of the Leader of the Council**

Cllr Apel sought nominations for Leader of the Council for the four year term.

Cllr Hickson proposed Cllr Moss which was seconded by Cllr Chilton.

There were no further nominations.

In a vote Cllr Moss was duly elected as Leader of the Council.

Cllr Moss signed and read the declaration of office and welcomed all returning and new members.

Cllr Tim Johnson wished to note his congratulations to Cllr Moss as Leader of the Opposition.

## 9 **Cabinet**

Cllr Moss then introduced his Cabinet:

Leader of the Council - Cllr Moss:

Responsibilities:

- Regeneration
- Estates
- Building Services

Deputy Leader & Cabinet Member for Environmental Strategy - Cllr Brown

Responsibilities:

- Environmental Protection
- Health Protection (including Business Continuity and Health and Safety) • Environmental Strategy
- Coastal Protection and Foreshores
- Air Quality
- Building Control
- Dog Control
- Noise Pollution
- Climate Emergency
- Biodiversity
- Emergency Planning

Cabinet Member for Community & Wellbeing Services - Cllr Bangert

Responsibilities:

- Community Engagement
- Safeguarding
- Partnerships
- Community Safety and CCTV
- Choose Work
- Health and Wellbeing
- Grants & Concessions
- Voluntary Sector
- Customer Services

Cabinet Member for Economic Development & Place - Cllr Desai

Responsibilities:

- Economic Development
- Car Parks
- Public Conveniences
- City and town coordination
- Chichester Vision
- Work closely with Leader on regeneration & Deputy Leader on sustainable businesses
- Chichester BID
- Manhood Peninsula Partnerships
- Bus shelters

Cabinet Member for Housing, Revenues & Benefits - Cllr Betts

Responsibilities:

- Housing Options
- Housing Enabling
- Homelessness
- Temporary Accommodation
- Revenues & Benefits
- Housing Standards

Cabinet Member for Culture, Licensing & Events - Cllr Brown-Fuller

Responsibilities:

- Licensing, Promotion & Events
- Communications, Marketing Sponsorship & advertising
- Leisure & Sports Development
- The Novium Museum & TIC
- Market & Farmers Market
- Consultation
- Web team
- Cultural Grants

Cabinet Member for Finance, Corporate Services and Chichester Contract Services - Cllr Chilton

Responsibilities:

- Financial Services
- Internal Audit & Corporate Investigations
- Electoral Services
- Land Charges
- Facilities
- Business Improvement
- Democratic Services
- Legal
- Corporate Policy
- ICT
- HR

- CCS
  - Waste & Recycling
  - Street Cleaning
  - Cemeteries
  - Parks & open spaces

On behalf of the Council Cllr Apel welcomed the new Cabinet.

Cllr Chant raised a point of order. Cllr Chant asked why Public Questions and Questions to the Executive were not listed. Mr Bennett explained that this was usual practice for the Annual Council meeting in order to focus on the appointments required of the meeting. He added that both Public Questions and Questions to the Executive would return for the next meeting.

**10 Review of Political Balance report**

**11 Appointment and Membership of Committees and their Chairs and Vice-Chairs**

Cllr Moss proposed the recommendation as amended which was seconded by Cllr Brown. Mr Bennett then outlined the report. He explained a minor amendment to page 8 to appoint Cllr Burkhart at Vice-Chair of Overview and Scrutiny Committee. He thanked the Group Leaders for their assistance with the report.

In a vote the following appointments to Committee were agreed:

**RESOLVED**

**Alcohol and Entertainment Licensing Committee and General Licensing Committee**

Membership = 10 (7 Lib Dem, 2 Green and Local Alliance, 1 Conservative)

<b>Proposed Membership 2023/24 Councillors Name</b>	<b>Political Party</b>
Chair = Iain Ballantyne	LD
Vice-Chair = Rhys Chant	LD
Jess Brown – Fuller	LD
Gareth Evans	LD
Tracie Bangert	LD
Val Weller	G & LA
Tim Johnson	G & LA
Henry Potter	C
Tim O’Kelly	LD
Bill Brisbane	LD

**Appeals Committee**

Membership = 5 (plus 2 substitutes) (5 Liberal Democrat, 1 Green and Local Alliance, 1 Conservative)

<b>Proposed Membership 2023/24 Councillors Name</b>	<b>Political Party</b>
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Chair = Adrian Moss	LD
Vice-Chair = Clare Apel	LD
John Cross	LD
Jonathan Brown	LD
Tim O'Kelly	LD
Donna Johnson	G & LA
Roy Briscoe	C

### **Corporate Governance and Audit Committee**

Membership = 8 (6 Liberal Democrat, 1 Green and Local Alliance, 1 Conservative)

<b>Proposed Membership 2023/24 Councillors Name</b>	<b>Political Party</b>
Chair = Richard Bates	LD
Vice-Chair = Tim O'Kelly	LD
Jonathan Brown	LD
Mark Chilton	LD
Maureen Corfield	LD
Iain Ballantyne	LD
Tim Johnson	G & LA
Francis Hobbs	C

### **Executive Directors Disciplinary Committee**

Membership = 5 (3 Liberal Democrat, 1 Green and Local Alliance, 1 Conservative)

<b>Proposed Membership 2023/24 Councillors Name</b>	<b>Political Party</b>
Richard Bates	LD
Mark Chilton	LD
Iain Ballantyne	LD
Tim Johnson	G & LA
Henry Potter	C

### **Investigation and Disciplinary Committee**

Membership = 5 (plus 2 substitutes) (3 Liberal Democrat, 1 Green and Local Alliance, 1 Conservative)

<b>Proposed Membership 2023/24 Councillors Name</b>	<b>Political Party</b>
Oona Hickson	LD
Charles Todhunter	LD
Jess Brown Fuller	LD
Rhys Chant	LD
Maureen Corfield	LD
Tim Johnson	G & LA
Henry Potter	C

### **Overview and Scrutiny Committee**

Membership = 11 (7 Liberal Democrat, 2 Green and Local Alliance, 2 Conservative)  
 Note – amended from statutory entitlement by 1 from Liberal Democrats to Conservative

<b>Proposed Membership 2023/24 Councillors Name</b>	<b>Political Party</b>
Chair = Donna Johnson	G & LA
Vice-Chair = Brett Burkhart	C
Henry Potter	C
Charles Todhunter	LD
Oona Hickson	LD
James Vivian	LD
Charles Hastain	LD
Joseph Brookes-Harmer	LD
Sarah Quail	LD
Eleanora Newbury	LD
Sarah Sharp	G & LA

### **Planning Committee**

Membership = 13 (7 Liberal Democrat, 2 Green and Local Alliance, 3 Conservative)  
 Note – amended from statutory entitlement by 1 from Liberal Democrats to Conservative

<b>Proposed Membership 2023/24 Councillors Name</b>	<b>Political Party</b>
Chair = Stephen Johnson	LD
Vice-Chair = John Cross	LD
Charles Todhunter	LD
Sarah Quail	LD
Joseph Brookes-Harmer	LD
David Betts	LD
Hannah Burton	LD
Richard Bates	LD
Henry Potter	C
Donna Johnson	G & LA
Sarah Sharp	G & LA
Brett Burkhart	C
Roy Briscoe	C

### **Redundancy Committee**

Membership = 5 (3 Liberal Democrat, 1 Green and Local Alliance, 1 Conservative)

<b>Proposed Membership 2023/24 Councillors Name</b>	<b>Political Party</b>
Jonathan Brown	LD
Eleanora Newbury	LD

Joseph Brookes-Harmer	LD
Tim Johnson	G & LA
Roy Briscoe	C

## Standards Committee

Membership = 7 (5 Liberal Democrat, 1 Green and Local Alliance, 1 Conservative)

Proposed Membership 2023/24 Councillors Name	Political Party
Chair = Maureen Corfield	LD
Charles Todhunter	LD
Rhys Chant	LD
James Vivian	LD
John Cross	LD
Steve Boulcott	G & LA
Roy Briscoe	C

## 12 Appointments to External Organisations

Cllr Moss proposed the recommendation as amended which was seconded by Cllr Brown. Mr Bennett then outlined the report. He explained two minor amendments. Cllr Bates to be appointed to the Western Health Adult Committee and Cllr Bates to be second reserve instead of Cllr Moss for the Chichester Harbour Conservancy. Cllr Bates confirmed he was happy with this proposal.

In a vote the following appointments to Outside Bodies were agreed:

### RESOLVED

#### Outside appointments for Annual Council

Role	Proposed Appointees
2023-24	
Chichester Conservation Advisory 2 appointees	Bill Brisbane Sarah Quail
Portsmouth Water Forum	Roy Briscoe
Western Sussex Hospital NHS Trust Council of Governors	Donna Johnson
Western Health and adult Special care Committee	Richard Bates
Bourne Community College (Officer)	Sarah Peyman
Bourne trust Board (Officer)	Sarah Peyman
Chichester Harbour	Stephen



Conservancy	Johnson Iain Ballantyne Mark Chilton (Res) Richard Bates (Res)
South Downs National Park	John Cross
West Sussex Pensions Forum (Officer)	John Ward

13      **Urgent Decision Notice - Grants and Concessions**

On behalf of the Council Cllr Apel formally noted the Urgent Decision Notice.

14      **Urgent Decision Notice - Midhurst Fire**

On behalf of the Council Cllr Apel formally noted the Urgent Decision Notice.

15      **Late Items**

On behalf of the Council Cllr Apel formally noted the late item, Urgent Decision Notice relating to the Midhurst Fire as detailed in the Agenda Supplement for the meeting.

16      **Exclusion of the press and public**

There was no requirement to exclude the public or the press.

The meeting ended at 2.57 pm

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CHAIRMAN

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Date:

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