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Town Clerk : R Duggua RD BA (Hons)

**YOUR ATTENDANCE IS REQUESTED AT A MEETING OF THE
FINANCE COMMITTEE
TO BE HELD IN THE COUNCIL CHAMBER
AT 5.30PM ON TUESDAY 14 JUNE 2016**


Town Clerk

A G E N D A

1. ELECTION OF CHAIRMAN AND VICE-CHAIRMAN
In accordance with Standing Order 41
2. CHAIRMAN AND VICE-CHAIRMAN OF THE STANDING COMMITTEE SHALL BE VOTING MEMBERS OF EVERY SUB-COMMITTEE APPOINTED BY IT UNLESS THEY SIGNIFY THEY DO NOT WISH TO SERVE (in accordance with Standing Order 45)
3. MINUTES of the Meeting held on 15 March 2016
Copy previously circulated
4. STATEMENT OF ACCOUNTS 2015/2016
Copy attached
Recommendation to Full Council on Wednesday 22 June 2016 for approval and signing Statement of Accounts 2015/2016
5. BUDGETS TO BE CARRIED FORWARD FROM 2015/2016 AND BUDGETS TRANSFERRED TO RESERVES
Copy attached
6. ANNUAL GOVERNANCE STATEMENT (Part 1 of the Annual Return)
Recommendation to Full Council on Wednesday 22 June 2016 for approval and signing
Copy attached
7. ACCOUNTING STATEMENTS (Part 2 of the Annual Return)
Recommendation to Full Council on Wednesday 22 June 2016 for approval and signing
Copy attached

Cont'd

8. APPOINTMENT OF INTERNAL AUDITOR (External Audit Requirement)
 - (a) To approve the appointment of Mr Stephen James continuing as the City Council's Internal Auditor for the financial year ending March 2017
 - (b) To approve the Audit Plan 2016/2017 and Audit Terms of Reference
(attached)
9. BANK CHARGES
Finance Manager's report attached
10. PURCHASE OF A TRAILER AND TOW-BAR FOR CITY COUNCIL'S VEHICLE
To consider purchasing a trailer and tow-bar funded from Capital Reserves
Property Manager to report further
11. CHICHESTER OBSERVER BUSINESS AWARDS - SPONSORSHIP
Mayor to report further
12. CHICHESTER VISION
To give consideration in principle of allocating a sum of money to Chichester Vision
Chairman to report further
13. ESTABLISHMENT OF A CIL SUB-COMMITTEE
14. MINUTES OF SUB-COMMITTEES AND WORKING GROUPS
(Copy previously circulated)
 - (a) Property Sub-Committee
31 May 2016

Minute 6(b) Market Cross Clock
To consider the Recommendation to the Finance Committee that the preferred option would be to electrify the Market Cross Clock and leave the current mechanism in place; this would be subject to the quotations received
15. ITEMS FOR INFORMATION ONLY
 - (a) LIST OF CHEQUES PAID FOR FEBRUARY AND MARCH 2016
Copy attached
 - (b) LIST OF BARCLAYCARD PAYMENTS FOR FEBRUARY AND MARCH 2016
Copy attached
 - (c) FINANCE ROUND-UP
 - Cemetery Costs 2015/2016
16. ITEMS TO BE INCLUDED ON AGENDA FOR NEXT MEETING
17. PUBLIC BODIES (ADMISSION TO MEETINGS ACT) 1960
Proposal to resolve that the public and press be excluded from this meeting because of the confidential nature of the business to be transacted namely a confidential staffing matter
18. PENSION TRANSFER
Finance Manager to report further

To : Members of the Finance Committee
Councillors Bell, T Dignum, M Evans, T French, Keyworth and Scicluna
Ex-Officio Members : The Mayor (Councillor P Budge) and Deputy Mayor (Councillor P Evans)
Chairman of Planning & Conservation Committee (Councillor Kilby)
Chairman of Community Affairs Committee

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.