



The Council House · North Street · Chichester · West Sussex · PO19 1LQ  
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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 18 OCTOBER 2016**

*Reaney Duggua*  
 Town Clerk

**A G E N D A**

1. MINUTES of the Meeting held on 25 July 2016  
*Copy previously circulated*
2. DECLARATIONS OF INTEREST BY MEMBERS OF THE COMMITTEE IN MATTERS ON THE AGENDA FOR THIS MEETING
3. REVENUE BUDGET MONITORING REPORT TO 31 AUGUST 2016  
*Copy attached*
4. CAPITAL MONITORING REPORT 2016/2017  
*Copy attached*
5. MARKET CROSS CLOCK  
Property Sub-Committee Minute 29(d) refers  
To consider the Recommendation from the Property Sub-Committee that the quotation received from Smiths of Derby in the sum of £9,786 be accepted for works to automate the Market Cross Clock.
6. THE BREWERY FIELD  
Property Sub-Committee Minute 21 refers  
To consider the Recommendation from the Property Sub-Committee that a picnic table and 3 or 4 benches be provided on the field
7. LITTEN GARDENS  
Property Sub-Committee Minute 22(a) refers  
To consider the Recommendation from the Property Sub-Committee that Andy Stedman Garden Design be appointed to carry out the works in connection with the hard landscaping of the Garden of Reflection and Reconciliation at Litten Gardens

Cont'd . . . .

8. SEATS IN THE CITY CENTRE  
Property Sub-Committee Minute 23 refers  
To consider the Recommendation from the Property Sub-Committee that the quotation received from Neptune Street Furniture in the sum of £14,500 be accepted for the replacement of 20 seats in the City Centre
9. DISUSED BURIAL GROUNDS  
Property Sub-Committee Minute 24(a) refers  
To consider the Recommendation from the Property Sub-Committee that Berry Middleton be appointed to carry out the works to St Paul's North Wall and that the works do not exceed £6,620. This work to be funded from the Disused Burial Grounds Earmarked Reserve
10. PROVISION OF A SEAT AT THE BUS STOP IN SPITALFIELD LANE  
Property Sub-Committee Minute 25 refers  
To consider the Recommendation of the Property Sub-Committee that the City Council arrange and fund the installation of a seat at the Spitalfield Lane bus stop (nr Bishopsgate Walk) at a cost of £955.
11. DRAFT BUDGET 2017/2018  
*First Draft Copy of Budget 2017/2018 attached*
12. DISCRETIONARY GRANT BUDGET (PROVISION FOR PUBLIC REALM PROJECTS)  
Chairman to report further
13. UPDATE ON PUBLIC REALM PROJECTS FOLLOWING DISCUSSIONS WITH WEST SUSSEX COUNTY COUNCIL  
Town Clerk to report further
14. CHICHESTER VISION  
Chairman to report further  
This item was deferred from the July 2016 Finance Committee (Minute 23 refers)
15. NEW HOMES BONUS 2016/2017  
To formally record acceptance of the Conditions in the Agreement relating to New Homes Bonus (Parish Allocations) 2016/2017 between Chichester District Council and Chichester City Council and that the Town Clerk be authorised to sign the Agreement on the City Council's behalf
16. WESTS WAR MEMORIAL  
Town Clerk to report further
17. CHICHESTER CITY COUNCIL BUSINESS AWARDS  
*Report attached*
18. CHICHESTER BUS SERVICES
  - (a) Sunday and Bank Holiday 55 Bus Service between Chichester and Tangmere  
To note that Stagecoach will initiate this route starting from October half term and timetables will be released in early October 2016
  - (b) Bus Services in Chichester  
*Schedule attached*
19. CHICHESTER BID - NOTICE OF BALLOT  
Notice has been given that a ballot is to be held on the proposal of the Chichester City Centre Business Improvement District (BID). The ballot will be conducted entirely by post by the Electoral Reform Services. Ballot paper to be returned no later than 5pm on 3 November 2016. A Recommendation to Full Council needs to be formulated.

20. PROTOCOL FOR APPOINTMENT OF A CHAIRMAN IN THE ABSENCE OF BOTH CHAIRMAN AND VICE-CHAIRMAN  
Note : In such a situation the law relating to Parish Councils states that “the members of the Council present shall choose who shall preside”
21. MINUTES OF SUB-COMMITTEES AND WORKING GROUPS
- (a) CIL Sub-Committee  
21 September 2016
  - (b) Property Sub-Committee  
3 October 2016
22. ITEMS FOR INFORMATION ONLY
- (a) MONTHLY RECONCILIATION WITH EVIDENCE OF BANK STATEMENTS TO 31 JULY AND 31 AUGUST 2016  
*Copy attached*
  - (b) LIST OF CHEQUES PAID FOR JULY AND AUGUST 2016  
*Copy attached*
  - (c) LIST OF BARCLAYCARD PAYMENTS FOR JULY AND AUGUST 2016  
*Copy attached*
  - (d) FINANCE ROUND-UP
    - Audit of Accounts
    - West Sussex Pension Advisory Board
    - New Banking Mandate
    - Precept Consultation
    - Smaller Scheduled Bodies Pool
23. ITEMS TO BE INCLUDED ON AGENDA FOR NEXT MEETING
24. 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 staffing matters.
25. STAFFING MATTERS
- (a) To formally confirm in post the Property Maintenance Officer
  - (b) Resignation of Casual Facilities Officer

DATE OF NEXT MEETING : TUESDAY 29 NOVEMBER 2016

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 (Councillor Galloway)

*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.*