

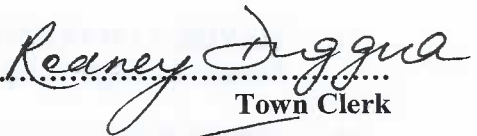
# CHICHESTER CITY COUNCIL



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 28 MARCH 2017**

  
Town Clerk

## A G E N D A

1. MINUTES of the Meeting held on 17 January 2017  
*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 JANUARY 2017  
*Copy attached*
4. CAPITAL MONITORING REPORT 2016/2017  
*Copy attached*
5. INVESTMENTS  
Finance Manager's report to follow
6. CHICHESTER DISTRICT COUNCIL MEMORANDUM OF UNDERSTANDING RELATING TO CHICHESTER CITY PUBLIC CONVENIENCES  
To agree and approve the Memorandum of Understanding relating to Chichester City Public Conveniences (*copy attached*)
7. PURCHASE OF DEFIBRILLATOR  
Property Sub-Committee Minute 49(b) refers  
To consider the Recommendation from the Property Sub-Committee that a defibrillator be purchased from the Health and Safety Budget

Cont'd . . . .

8. CHRISTMAS LIGHTS

- (a) To consider the request from BID to contribute towards the Christmas Lights display 2017
- (b) To consider removing the Christmas Lights Infrastructure from the City Council's Asset Register and Insurance Policy as the original City Council infrastructure has been updated and the current infrastructure is included on the BID's Asset Register and Insurance Policy

9. REAL TIME PASSENGER INFORMATION AND BUS SHELTERS

To consider West Sussex County Council's request to purchase, install and maintain four new bus shelters

*See email attached*

10. PUBLIC REALM PROJECTS

To date the Discretionary Grant 2016/2017 Budget has an underspend of £9,842

*See attached report for suggested Public Realm Projects*

11. MAYOR'S CHARITY MONIES 2012/2013

Finance Manager to report further

12. COMMUNITY GOVERNANCE REVIEW

Town Clerk to report further

13. QUAKERS REQUEST TO LAY A WHITE POPPY WREATH AT THE WAR MEMORIAL

*See Report of Town Clerk attached*

14. POLICY ON MEMORIAL BENCHES

To note that a Policy on this subject is no longer required

15. ALLOTMENT COMPUTER SYSTEM

To note the Internal Auditor's review (*copy attached*)

16. MINUTES OF SUB-COMMITTEES AND WORKING GROUPS

- (a) Property Sub-Committee  
15 March 2017

Minute 49(a) Council House Portico

It was RECOMMENDED to Finance Committee that Richard Glover be asked to firm up the sketch design for plain glazing.

Members were emailed Mr Glover's sketch designs on 13 March 2017 and may wish to bring a copy of the designs with them to the meeting

17. ITEMS FOR INFORMATION ONLY

- (a) MONTHLY RECONCILIATION WITH EVIDENCE OF BANK STATEMENTS TO END OF DECEMBER 2016 AND JANUARY 2017

*Copy attached*

- (b) LIST OF CHEQUES PAID FOR DECEMBER 2016 AND JANUARY 2017

*Copy attached*

- (c) LIST OF BARCLAYCARD PAYMENTS FOR DECEMBER 2016 AND JANUARY 2017

*Copy attached*

- (d) FINANCE MANAGER ROUND-UP
  - (i) Update on Staffing Reserve Budget
  - (ii) Staff Job Evaluation Review  
*Town Clerk's Report attached*
  - (iii) Local Government Pension Scheme Discretions
- 18. ITEMS TO BE INCLUDED ON AGENDA FOR NEXT MEETING
- 19. 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 financial and business affairs of third parties
- 20. RENEWAL OF CHICHESTER CITY COUNCIL INSURANCES  
*See Report of Finance Manager attached*

DATE OF NEXT MEETING : TUESDAY 13 JUNE 2017

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  
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.*