

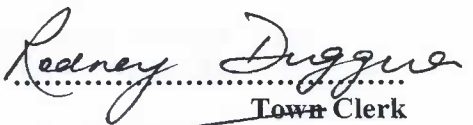
CHICHESTER CITY COUNCIL



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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 13 JUNE 2017**


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 28 March 2017
Copy previously circulated
4. DECLARATIONS OF INTEREST BY MEMBERS OF THE COMMITTEE IN MATTERS ON THE AGENDA FOR THIS MEETING
5. INTERNAL CONTROL POLICY
Copy attached
6. STATEMENT OF ACCOUNTS 2016/2017
Copy attached
Recommendation to Full Council on Wednesday 21 June 2017 for approval and signing Statement of Accounts 2016/2017
7. BUDGETS TO BE CARRIED FORWARD FROM 2016/2017 AND BUDGETS TRANSFERRED TO RESERVES
Copy attached
8. ANNUAL GOVERNMENT STATEMENT (Part 1 of the Annual Return)
Recommendation to Full Council on Wednesday 21 June 2017 for approval and signing
Copy attached

Cont'd

9. ACCOUNTING STATEMENTS (Part 2 of the Annual Return)
Recommendation to Full Council on Wednesday 21 June 2017 for approval and signing
Copy attached
10. APPOINTMENT OF INTERNAL AUDITOR (External Audit Requirement)
 - (a) To approve the appointment of Mr Stephen James continuing at the City Council's Internal Auditor for the financial year ending March 2018
 - (b) To approve the Audit Plan 2017/2018 and Audit Terms of Reference
(Copy attached)
11. ALLOTMENTS
Property Sub-Committee Minute 5 refers
To consider the following Recommendations from the Property Sub-Committee :
 - (i) that new gates and fencing be installed at the Durnford Close allotment site in the sum of £3,553.30 + VAT and that this be funded from the Allotment Improvement budget; and
 - (ii) that new gates be installed at the entrance in Blackberry Lane to the Florence Road allotment site in the sum of £1,300 + VAT and that this be funded from the Allotment Improvement budget.
12. WAR MEMORIAL
Property Sub-Committee Minute 7(c) refers
To consider the Recommendation from the Property Sub-Committee that the tender received from Traditional Stone Ltd in the sum of £27,135.24 be approved and that Mr Richard Glover's Professional Fees would increase the overall figure for the works to £30,200. No commitment to the works would be made until the result of an application made to the War Memorials Trust for a grant of £22,000 had been considered by the Committee.
13. KEATS SCULPTURE
Property Sub-Committee Minute 12 refers
To consider the Recommendation from the Property Sub-Committee that the City Council take ownership of the Keats Sculpture together with the maintenance and insurance responsibility. The City Council would also submit a Licence to West Sussex County Council for the sculpture to be on the highway.
14. INVESTMENT POLICY - UPDATE
Finance Manager's to report further
To consider adopting the revised Investment Policy *(copy attached)*
15. COMMUNITY GOVERNANCE REVIEW - UPDATE
16. NEW HOMES BONUS 2016/2017
To report on a letter received from Mr David Hyland explaining that a New Homes Bonus project (Chichester Community Development Trust Voluntary Sector Hub) supported by the City Council will now be funded from Section 106 monies and not from the New Homes Bonus Scheme.

Chichester Community Development Trust will be preparing a new proposal/application for the 2016/2017 New Homes Bonus funding to be used in connection with the Graylingwell Chapel project. This will be for consideration at the City Council's Special Council Meeting on Wednesday 5 July 2017.

17. NEW HOMES BONUS 2017/2018
Administration Manager to report further
18. MAYORAL PEW - CHICHESTER CATHEDRAL
Briefing Report and letter from the Dean of Chichester attached
19. MINUTES OF SUB-COMMITTEES AND WORKING GROUPS
Copy previously circulated
 - (a) Property Sub-Committee
24 May 2017
20. ITEMS FOR INFORMATION ONLY
 - (a) MONTHLY RECONCILIATION WITH EVIDENCE OF BANK STATEMENTS TO
END OF FEBRUARY AND MARCH 2017
Copy attached
 - (b) LIST OF CHEQUES PAID FOR FEBRUARY AND MARCH 2017
Copy attached
 - (c) LIST OF BARCLAYCARD PAYMENTS FOR FEBRUARY AND MARCH 2017
Copy attached
 - (d) FINANCE MANAGER ROUND-UP
 - Public Conveniences Memorandum of Understanding
 - Balances in Earmarked Reserves
21. ITEMS TO BE INCLUDED ON AGENDA FOR NEXT MEETING

DATE OF NEXT MEETING : TUESDAY 25 JULY 2017

To : Members of the Finance Committee
Councillors Budge, Dignum, M Evans, T French, Keyworth and Scicluna
Ex-Officio Members : The Mayor (Councillor P Evans) and Deputy Mayor (Councillor Bell)
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.