


**CHICHESTER CITY COUNCIL**



The Council House · North Street · Chichester · West Sussex · PO19 1LQ  
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Email : clerk@chichestercity.gov.uk · Website : www.chichestercity.gov.uk

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 23 JANUARY 2018**

  
Town Clerk

**A G E N D A**

1. APOLOGIES FOR ABSENCE
2. MINUTES of the Meeting held on 28 November 2017  
*Copy previously circulated*
3. DECLARATIONS OF INTEREST BY MEMBERS OF THE COMMITTEE IN MATTERS ON THE AGENDA FOR THIS MEETING
4. FREEDOM CEREMONY - UPDATE  
Town Clerk and Administration Manager to report
5. REVENUE BUDGET MONITORING REPORT TO 30 NOVEMBER 2017  
*Copy attached*
6. CAPITAL MONITORING REPORT 2017/2018  
*Copy attached*
7. COUNCIL HOUSE CCTV  
Property Sub-Committee Minute 37(b) refers

To consider the recommendation of the Property-Sub-Committee that the quote received from TVC Visual Ltd to upgrade the current CCTV system be accepted in the sum of £1,142. However it was noted that there was no specific budget for this work in the current financial year but as the work would improve security at the Council House, the Property Manager and Finance Manager would investigate whether the funding for this work could be allocated in the current financial year.

Cont'd . . . .

8. AUDIT REPORT ON ON-LINE PURCHASING  
*Copy attached*  
To consider approving the Internal Auditor's Report on On-line Purchasing
9. CIL PROJECTS - UPDATE
10. PUBLIC REALM PROJECTS - UPDATE
11. REVALUATION AND AUDIT OF CIVIC REGALIA  
Administration Manager to report
12. GENERAL DATA PROTECTION REGULATION  
*Legal Briefing Note from NALC - Data Protection Officer*  
Town Clerk to report
13. ANNUAL MEETING OF COUNCIL (MAYOR MAKING CEREMONY) 16 MAY 2018  
Town Clerk to report on meeting held with Chichester District Council
14. MINUTES OF SUB-COMMITTEES AND WORKING GROUPS  
*Copies previously circulated*
  - (a) CIL Sub-Committee  
9 January 2018
  - (b) Property Sub-Committee  
9 January 2018
15. ITEMS FOR INFORMATION ONLY
  - (a) MONTHLY RECONCILIATION WITH EVIDENCE OF BANK STATEMENTS TO END OF SEPTEMBER, OCTOBER AND NOVEMBER 2017  
*Copy attached*
  - (b) LIST OF CHEQUES PAID FOR SEPTEMBER, OCTOBER AND NOVEMBER 2017  
*Copy attached*
  - (c) LIST OF BARCLAYCARD PAYMENTS FOR SEPTEMBER, OCTOBER AND NOVEMBER 2017  
*Copy attached*
  - (d) FINANCE MANAGER ROUND-UP
    - Internet Banking
16. ITEMS TO BE INCLUDED ON AGENDA FOR NEXT MEETING

DATE OF NEXT MEETING : TUESDAY 27 MARCH 2018

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 (Cllr 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.*