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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 24 OCTOBER 2017**

.....  
Town Clerk

**A G E N D A**

1. APOLOGIES FOR ABSENCE
2. MINUTES of the Meeting held on 25 July 2017  
*Copy previously circulated*
3. DECLARATIONS OF INTEREST BY MEMBERS OF THE COMMITTEE IN MATTERS ON  
THE AGENDA FOR THIS MEETING
4. REVENUE BUDGET MONITORING REPORT TO 31 AUGUST 2017  
*Copy attached*
5. CAPITAL MONITORING REPORT 2017/2018  
*Copy attached*
6. REVIEW OF FINANCIAL REGULATIONS  
*Finance Manager's Report and draft Regulations attached*
7. REVIEW OF INVESTMENTS  
*Finance Manager's Report attached*
8. DRAFT BUDGET 2018/2019  
*Finance Manager's Report attached*
9. WAR MEMORIAL  
Property Sub-Committee Minute 21(c) refers  
To consider the Recommendation of the Property Sub-Committee that the additional work to the  
War Memorial to the sum of £4,556.56 be funded from Reserves

Cont'd . . . .

10. BUS SHELTERS  
Property Sub-Committee 23(b) refers  
To consider the Recommendation of the Property Sub-Committee that seats be installed at the following locations : Worcester Road at its junction with Exeter Road (£1,109), Norwich Road by the Green (£1,109) and Norwich Road at its junction with Little Breach (£1,969 to include an extra area of hard standing to give firm access to the kerb to board the bus); works to be funded from the contribution received from West Sussex County Council for benches in the City.
11. CIL PROJECTS  
CIL Sub-Committee Minute 10 refers  
To consider the Recommendation of the CIL Sub-Committee that the CIL money already received by Chichester City Council (£19,014.30) be used towards upgrading the signage around the City as part of a Public Realm project and that the upgrading of the signage around the City be added to the list of projects in the Chichester Infrastructure Business Plan.
12. NOTICES/SIGNS AROUND THE CITY  
To note that the Property Sub-Committee had discussed this matter and that the Property Manager would be taking this project forward in liaison with BID and Visit Chichester
13. ANNUAL MEETING OF COUNCIL (MAYOR MAKING CEREMONY) 16 MAY 2018  
Town Clerk to report on costings received from Chichester District Council on the use of the Guildhall for the Annual Meeting of Council on 16 May 2018
14. USE OF COAT OF ARMS
  - (a) Town Clerk to report orally on the use of the Coat of Arms around the City
  - (b) New City Council Tie and Scarves
15. NEW HOMES BONUS 2017/2018
  - (a) To formally record acceptance of the Conditions in the Agreement relating to New Homes Bonus (Parish Allocations) 2017/2018 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.
  - (b) To note that Chichester District Council have approved the New Homes Bonus 2016/2017 allocation to Chichester Community Development Trust to be used towards the Graylingwell Chapel project as opposed to the Graylingwell Water Tower project.
16. CREATION OF NEW CITY COUNCIL AWARDS  
Council-in-Committee Minute 39 and 42 refers  
*Town Clerk's report attached*
17. GENERAL DATA PROTECTION REGULATION  
To note that the EU regulation known as General Data Protection Regulation (GDPR) will come into force on 25 May 2018. Officers are attending the appropriate training courses
18. MINUTES OF SUB-COMMITTEES AND WORKING GROUPS  
*Copies previously circulated*
  - (a) CIL Sub-Committee  
14 June 2017  
9 October 2017
  - (b) Property Sub-Committee  
2 October 2017

19. ITEMS FOR INFORMATION ONLY

- (a) MONTHLY RECONCILIATION WITH EVIDENCE OF BANK STATEMENTS TO END OF JULY AND AUGUST 2017

*Copy attached*

- (b) LIST OF CHEQUES PAID FOR JULY AND AUGUST 2017

*Copy attached*

- (c) LIST OF BARCLAYCARD PAYMENTS FOR JULY AND AUGUST 2017

*Copy attached*

- (d) FINANCE MANAGER ROUND-UP

- Audit 2016/2017 Outcome
- Virement approved under Delegated Authority (*report attached*)
- Holocaust Memorial 2018

20. ITEMS TO BE INCLUDED ON AGENDA FOR NEXT MEETING

21. 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 matters relating to personnel

22. MARKET HOUSE

Finance Manager to report

23. PERSONNEL MATTERS

Chairman and Town Clerk to report verbally on the matters discussed at the Personnel Sub-Committee meeting held before this meeting

DATE OF NEXT MEETING : TUESDAY 28 NOVEMBER 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 (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.*