

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 12 JUNE 2018**

Rodney Duggua
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. APOLOGIES FOR ABSENCE
4. MINUTES of the Meeting held on 27 March 2018
Copy previously circulated
5. DECLARATIONS OF INTEREST BY MEMBERS OF THE COMMITTEE IN MATTERS ON THE AGENDA FOR THIS MEETING
6. INTERNAL CONTROL POLICY
Copy attached
7. STATEMENT OF ACCOUNTS 2017/2018
Copy attached
Recommendation to Full Council on Wednesday 20 June 2018 for approval and signing Statement of Accounts 2017/2018
8. BUDGETS TO BE CARRIED FORWARD FROM 2017/2018 AND BUDGETS TRANSFERRED TO RESERVES
Copy attached
9. ANNUAL GOVERNMENT STATEMENT (Part 1 of the Annual Return)
Recommendation to Full Council on Wednesday 20 June 2018 for approval and signing
Copy attached
10. ACCOUNT STATEMENTS (Part 2 of the Annual Return)
Recommendation to Full Council on Wednesday 20 June 2018 for approval and signing
Copy attached

Cont'd

Twinned with Chartres, France and Ravenna, Italy



11. APPOINTMENT OF INTERNAL AUDITOR (External Audit Requirement)
 - (a) To approve the appointment of Mr Stephen James continuing as the City Council's Internal Auditor for the financial year ending March 2019
 - (b) To approve the Audit Plan 2018/2019 and Audit Terms of Reference (*Copy attached*)
12. INVESTMENT REGISTER
Copy attached
13. VALUATION OF BUILDINGS
Finance Manager to report
14. LITTEN GARDENS
Property Sub-Committee Minute 6(e) refers
To consider the following Recommendation from the Property Sub-Committee :
 - (i) that the quote received from IGS Fencing in the sum of £1,890.76 to replace the damaged chain link fence to the boundary of Litten Gardens and the New Park Recreation Ground footpath be accepted (Agenda Item 18(a) also relates to this item)
15. BID CITY RANGERS AND CHRISTMAS LIGHTS
BID Chairman's report attached
16. INTRODUCTION OF 'CYCLE TO WORK' SCHEME
Property Manager to report further
17. REQUESTS FOR THE USE OF THE COAT OF ARMS
The following requests have been received to use the City Council's Coat of Arms :
 - (a) A bookbinder born in Chichester and living in Australia wishes to use the Coat of Arms on the books they make.
 - (b) Chichester Bowman wish to use the Coat of Arms on club medals and possibly clothing
18. POSSIBLE NEW PUBLIC REALM PROJECTS
 - (a) Litten Gardens - Damaged Chain Link Fence (Property Sub-Committee Minute 6(e) refers)

To consider the following Recommendation from the Property Sub-Committee that consideration be given to replacing the damaged chain link fence as a Public Realm Project and that it be funded from that budget.
 - (b) Cycle Racks (Property Sub-Committee Minute 8(c) refers)

To consider the Recommendation from the Property Sub-Committee that that the existing cycle racks should be repainted and where necessary replaced. Replacement/repainting of cycle racks and the installation of where required and feasible additional racks be installed up to a total cost of £5,000 in 2018/2019 and that the sum of £5,000 towards this to be allocated from the Public Realm budget and added to the agreed contribution of £7,500 from Chichester District Council.

- (c) Grit Bins and Salt Spreaders (Property Sub-Committee Minute 11 refers)

To consider the Recommendation from the Property Sub-Committee that consideration be given to the purchasing of 1 Nr x 400 litre Salt Bin (to be located at the rear of the Mayor's Car Park), 2 Nr x 57kg walk-behind salt spreaders and 2 Nr x snow shovels, in the sum of £650.00 to enable the City Council to provide a Winter Plan precinct gritting response as a Public Realm Project and be funded from that budget.

19. MINUTES OF SUB-COMMITTEES AND WORKING GROUPS

Copies previously circulated

- (a) Property Sub-Committee
21 May 2018

20. ITEMS FOR INFORMATION ONLY

- (a) MONTHLY RECONCILIATION WITH EVIDENCE OF BANK STATEMENTS TO END OF FEBRUARY AND MARCH 2018

Copy attached

- (b) LIST OF CHEQUES PAID FOR FEBRUARY AND MARCH 2018

Copy attached

- (c) LIST OF BARCLAYCARD PAYMENTS FOR FEBRUARY AND MARCH 2018

Copy attached

21. ITEMS TO BE INCLUDED ON AGENDA FOR NEXT MEETING

DATE OF NEXT MEETING : TUESDAY 23 OCTOBER 2018

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