

CHICHESTER CITY COUNCIL

MINUTES OF FINANCE COMMITTEE MEETING

HELD ON TUESDAY 17 JANUARY 2017 AT 5.30PM

- PRESENT : Councillors Bell, Dignum, T French, Keyworth and Scicluna
- EX OFFICIO : The Mayor (Councillor P Budge)
Councillor Galloway
- ALSO PRESENT : Councillors Plowman, Sharp and Tupper
- APOLOGIES : The Deputy Mayor (Councillor P Evans)
Councillor M Evans
- IN ATTENDANCE : Finance Manager, Property Manager and Administration Manager

69 MINUTES

The Minutes of the Finance Committee Meeting held on 29 November 2016 having been circulated, were signed by the Chairman as a correct record.

70 DECLARATIONS OF INTEREST BY MEMBERS OF THE COMMITTEE IN MATTERS ON THE AGENDA FOR THIS MEETING

Councillor Scicluna declared an interest in Agenda Item 9, Mayor's Charity Monies 2012/2013.

71 REVENUE BUDGET MONITORING REPORT TO 30 NOVEMBER 2016

A copy of the Revenue Budget Monitoring Report to 30 November 2016 was circulated with the Agenda.

The Report showed a surplus of £58,071 against the budget to the end of November 2016.

The Finance Manager explained the variances and that this surplus would be reduced over the next financial quarter.

The Chairman commented on the Discretionary Grant budget 2016/2017 and the allocation of monies from this budget being used for public realm projects. The Committee were reminded that £20,000 for public realm projects had been included in the 2017/2018 budget, however for the current year, only the residual balance of the Discretionary Grant budget would be used for such projects. This was currently unknown due to the next round of Discretionary Grant Applications not being discussed by the Community Affairs Committee until February 2017.

It was proposed, seconded and RECOMMENDED to Full Council that any residual money (if any) from the Discretionary Grant Budget 2016/2017 be used for public realm projects.

Members and officers were to suggest public realm projects and forward them to the Property Manager.

72 CAPITAL MONITORING REPORT 2016/2017

A copy of the Capital Monitoring Report 2016/2017 was circulated with the Agenda and noted.

The Finance Manager commented on the 2013/2014 New Homes Bonus schemes which included projects for the New Park Centre and Chichester Runners. New Homes Bonus funding was valid for 3 years and therefore the aforementioned organisations had until 5 February 2017 to claim their remaining funding. Unfortunately it appeared that this would not be possible and the money would eventually be returned to Chichester District Council.

73 INVESTMENTS

A copy of the Finance Manager's report was circulated with the Agenda.

Since the report had been produced it had become apparent that the Finance Services Compensation Scheme was no longer available for local authorities with an Annual Budget equivalent to 500,000 Euros and therefore the recommendation in the report to invest £75,000 into 4 different smaller banks was no longer an option.

It was RESOLVED that the matter of short-term investment and any other investments be discussed at the next meeting of the Finance Committee on 27 March 2017 and that the Finance Manager in conjunction with the Chairman of the Committee produce a report on this item.

Members discussed the investment of £390,000 being invested with the Local Authority Property Fund for a minimum of 5 years and was advised that the forms for completion had been received and contact needed to be made with an independent financial advisor to ascertain whether the City Council were able to invest with the Fund.

The Finance Manager advised that the current City Council Investment Policy stated that monies should not be invested for more than 12 months.

It was proposed, seconded and RECOMMENDED to Full Council that

- (i) the current City Council Investment Policy be suspended to enable investment in the Local Authority Property Fund and be updated accordingly (this would also include removing any reference to guidance by Chichester District Council); and
- (ii) that support be given to investing £390,000 with the Local Authority Property Fund if the City Council's criteria and paperwork is approved by the independent financial advisor.

74 COUNCIL HOUSE PORTICO

Property Sub-Committee Minute 31(d) refers

The Committee were asked to consider the Recommendation from the Property Sub-Committee that Mr Richard Glover MRICS be asked to prepare plans and sketch details for a proposal to enclose the Council House Portico with either ironwork gates or etched glass panels and doors at a cost of £500.

It was RESOLVED that Mr Richard Glover MRICS be asked to prepare plans and sketch details for a proposal to enclose the Council House Portico with either ironwork gates or etched glass panels and doors at a cost of £500 and that the cost be funded from the Professional Fees budget.

75 MAYOR'S CAR PARK BOLLARDS

Property Sub-Committee Minute 31(i) refers

The Committee were asked to consider the Recommendation from the Property Sub-Committee that one car park bollard be replaced at a cost of £600.

It was RESOLVED that two car park bollards be replaced at a cost of £1,200 and that the cost be funded from Capital.

76 WAR MEMORIAL, LITTEN GARDENS
Property Sub-Committee Minute 35(e) refers

The Committee were asked to consider the Recommendation from the Property Sub-Committee that Mr Richard Glover MRICS be advised to prepare detail drawings and a specification for the proposed works to the War Memorial at a cost of £800. The Property Manger reported that repairs may qualify for a War Memorials Trust grant of up to 75%.

It was RESOLVED that Mr Richard Glover MRICS be advised to prepare detail drawings and a specification for the proposed works to the War Memorial at a cost of £800 and that the cost be funded from the Professional Fees budget.

77 MAYOR'S CHARITY MONIES 2012/2013

The Chairman introduced this item and invited Councillor Scicluna to speak on the matter.

During the mayoralty of Councillor Scicluna in 2012/2013 the Mayor's Charity was based on the aspiration of providing community facilities for the Whyke Estate. Unfortunately this project was realised and the money raised (£4,580.22) had remained in the Mayor's Charity account but had always been kept separate from the amount of money raised during the Mayoralties since 2013.

Councillor Scicluna had spoken to some residents of the Whyke Estate community as to how the money raised could be used and had produced a list of possible recipients.

It was RESOLVED that the 2012/2013 Mayoral Charity money be split as follows : £580.22 towards the Whyke Estate Community Orchard (payable to Transition Chichester) and the remaining £4,000 be split between Chichester Area Talking News for the Blind, Chichester Youth Adventure Trust, Hans Feibusch Club, Stonepillow, Chestnut Tree Hospice, Macmillan Nurses, Brent Lodge, Contact 88 and Snowdrop Trust.

The cheques would be forwarded with an accompanying letter to the organisations.

The Committee discussed the Mayor's Charity becoming a registered charity but it was agreed that this would not be carried forward.

The Committee also discussed that all future Mayoral Charities would need to be an extant organisation or a registered charity and that the Town Clerk, Finance Manager and the Chairman of the Finance Committee agree that the proposed Mayor's Charity or Charities are suitable.

The Gift Aid aspect of the Mayor's Charity would be actively promoted in future.

78 KEATS SCULPTURE -UPDATE

The Finance Manager explained that since the last Finance Committee meeting, an email from the sculptor Vincent Grey had been received in December 2016 stating that the funds raised so far the Keats sculpture project was £5,215.73; the overall project cost was £30,000.

Councillor Plowman advised that Chichester District Council may have £20,000 available from Section 106 monies allocated for public art and that may be this money could be put towards the Keats sculpture.

The Committee agreed that this item be deferred until confirmation had been received on the exact monies available for this project.

79 MINUTES OF SUB-COMMITTEES AND WORKING GROUPS

(a) CIL Sub-Committee

It was RESOLVED that the Minutes of the CIL Sub-Committee Meetings held on 25 October 2016 and 12 January 2017 having been previously circulated, were approved and adopted.

(b) Property Sub-Committee

It was RESOLVED that the Minutes of the Property Sub-Committee held on 9 January 2017 having been previously circulated, were approved and adopted.

Councillor Plowman thanked the Property and Administration Managers for their help with the Murray Display case.

80 ITEMS FOR INFORMATION ONLY

(a) Monthly Reconciliation with evidence of Bank Statements to the end of September, October and November 2016

RESOLVED to note the monthly reconciliation with evidence of Bank Statements to the end of September, October and November 2016.

(b) List of Cheques paid for September, October and November 2016

RESOLVED to note the cheques paid for September, October and November 2016.

(c) List of Barclaycard Payments for September, October and November 2016

RESOLVED to note the Barclaycard payments for September, October and November 2016.

81 ITEMS TO BE INCLUDED ON THE AGENDA FOR THE NEXT ORDINARY MEETING

- Local Authority Property Fund
- Short-term Investments
- Policies on the provision of Bus Shelters and Memorial Benches

82 DATE OF NEXT MEETING

Tuesday 28 March 2017 at 5.30pm

The meeting closed at 6.52pm.