

Town Clerk : R Duggua RD BA (Hons)

**YOUR ATTENDANCE IS REQUESTED AT A
VIRTUAL MEETING OF THE FINANCE COMMITTEE
TO BE HELD AT 10.00AM ON TUESDAY 19 JANUARY 2021**



Town Clerk

AGENDA

1. APOLOGIES FOR ABSENCE
2. TO APPROVE THE MINUTES OF THE FINANCE COMMITTEE MEETING HELD ON 26 NOVEMBER 2020 (*copies previously circulated*).
3. DECLARATIONS OF INTEREST BY MEMBERS OF THE COMMITTEE IN MATTERS ON THE AGENDA FOR THIS MEETING
4. UPDATE FROM THE PREVIOUS MINUTES

The following items do not have updates for presentation at this time. Updates will be presented to future meetings of the Committee as appropriate.

- **Minute 84 references** - Agenda and Minuting Software
 - **Minute 84 references** - Council House telephone system upgrade
 - **Minute 84 references** - Speed indicator device
 - **Minute 84 references** – Litten Gardens paving
 - **Minute 91** – Proposal for the installation of City centre queue shelters and respite points
- a. **Minute 84 references** – Chichester City Council Business Plan
Town Clerk to update Members further to the meeting of the Community Affairs Committee held on 11 January 2021
 - b. **Minute 84 references** – Council House exterior works
Property Manager to report
 - c. **Minute 84 references** – Council House portico
Property Manager to report
 - d. **Minute 84 references** – City Council website upgrade
Member Services Support Officer to report
 - e. **Minute 84(b)** - Chichester Street Naming Book
Member Services Support Officer to report
 - f. **Minute 84(c)** - Civic and Covid19 Awards
Town Clerk to report

- g. **Minute 89** – Discretionary Grants Working Group
Councillor Apel to report on the outcome of discussions held at the Community Affairs Committee meeting held on 11 January 2021.
 - h. **Minute 92** – Request from Chichester District Council to transfer ownership of bus shelters to City Council management
Property Manager to report
 - i. **Minute 93** – Chichester street scene – finger post refurbishment
Property Manager to report
5. REVENUE BUDGET MONITORING TO NOVEMBER 2020
Deputy Town Clerk to report
(Report attached)
 6. EARMARKED RESERVES
Deputy Town Clerk to report
(Report attached)
 7. PUBLIC REALM PROJECTS
Deputy Town Clerk to report
(Report attached)
 8. APPLICATION FROM CHICHESTER RUNNERS AND ATHLETICS CLUB FOR FUNDING FOR NEW RUNNING TRACK
For Members to consider a funding application in support of the provision of a new running track located at Chichester College.
(Report from Chichester Runners and Athletics Club to follow)
 9. NEW HOMES BONUS – FURTHER EXTENSION TO THE NEW PARK CENTRE ALLOCATION (**Minute 65b refers**)
To approve a further extension to the 2017/18 New Homes Bonus allocation to the New Park Community and Arts Association.
Deputy Town Clerk to report
 10. MODEL CODE OF CONDUCT FOR COUNCILLORS
To consider adoption of the new Local Government Association Model Code of Conduct for Councillors
Town Clerk to report
(Copy attached)
 11. REVIEW OF CITY COUNCIL INVESTMENTS
Deputy Town Clerk to report
(Deputy Town Clerk report attached)
 12. WEST SUSSEX PENSION FUND – UPDATE ON EXIT CAP CHANGES
Deputy Town Clerk to report
(Local Government Association Information for Employers attached)
 13. NEIGHBOURHOOD PLAN – EXPENDITURE APPROVAL PROCESS
To confirm correct process for expenditure undertaken as part of the Neighbourhood Plan project
Deputy Town Clerk to report
 14. NEIGHBOURHOOD PLAN – RETROSPECTIVE APPROVAL OF EXPENDITURE ON NEIGHBOURHOOD PLAN STUDIES
Deputy Town Clerk to report
(Deputy Town Clerk report attached)

15. COUNCIL HOUSE ENERGY AND WATER AUDIT – APPLICATION FOR SALIX FUNDING
Property Manager to report
16. ITEMS FOR INFORMATION ONLY (*reports attached*)
 - a. MONTHLY RECONCILIATION WITH EVIDENCE OF BANK STATEMENTS TO END OF NOVEMBER 2020
 - b. LIST OF CHEQUES PAID FOR OCTOBER AND NOVEMBER 2020
 - c. LIST OF BARCLAYCARD PAYMENTS FOR OCTOBER AND NOVEMBER 2020
17. ITEMS FOR INCLUSION ON NEXT AGENDA
18. PUBLIC BODIES (ADMISSION TO MEETINGS ACT 1960)
Proposal to resolve that the public and press be excluded from this meeting for agenda items 19 and 20 because of the confidential nature of the business to be transacted namely commercial and staffing matters.
19. THE MARKET HOUSE – UPDATE ON CURRENT LETTING SITUATION AND COMMUNICATIONS WITH ORION (SOUTHERN) LTD
Deputy Town Clerk to report
20. FINANCE TEAM STAFFING UPDATE
Deputy Town Clerk to report

DATE OF NEXT ORDINARY MEETING: TUESDAY 6 APRIL 2021 AT 2.00PM

To : Members of the Finance Committee
Councillors Scicluna, Harry, Barrie, K Hughes and Dignum

Ex Officio Members :

The Mayor (Councillor Plowman)
The Deputy Mayor (Councillor J Hughes)
Chairman of Planning & Conservation Committee (Councillor Joy)
Chairman of Community Affairs Committee (Councillor Apel)

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.