

Town Clerk : R Duggua RD BA (Hons)

**YOUR ATTENDANCE IS REQUESTED AT A
VIRTUAL MEETING OF THE FINANCE WORKING GROUP
TO BE HELD AT 2.00PM ON TUESDAY 15 JUNE 2021**



Town Clerk

AGENDA

1. ELECTION OF CHAIRMAN FOR 2021-2022
2. APPOINTMENT OF VICE-CHAIRMAN FOR 2021-2022

CHAIRMAN AND VICE CHAIRMAN OF THE STANDING COMMITTEE SHALL BE VOTING MEMBERS OF EVERY SUB-COMMITTEE APPOINTED BY IT UNLESS THEY DECLARE THEY DO NOT WISH TO SERVE.
3. APOLOGIES FOR ABSENCE
4. EXPRESSIONS OF INTEREST FOR MEMBERSHIP OF THE PROPERTY WORKING GROUP
5. TO APPROVE THE MINUTES OF THE FINANCE COMMITTEE MEETING HELD ON 6 APRIL 2021 (*copies previously circulated*).

It is noted that Councillor K Hughes had given apologies for this meeting (**Council Minute 70(b) refers**).
6. DECLARATIONS OF INTEREST BY MEMBERS OF THE COMMITTEE IN MATTERS ON THE AGENDA FOR THIS MEETING
7. UPDATE FROM THE PREVIOUS MINUTES
 - a. **Minute 122(a) references** – Speed Indicator Device (SID)
To note that the SID has now arrived and the procedures for loaning the equipment and installation will be developed shortly.
 - b. **Minute 122(b) refers** – Council House exterior works
Property Manager to report
 - c. **Minute 122(c) refers** – Council House portico
To note that the application for Listing Building Consent had been withdrawn and that the project would be revisited at a more appropriate time in the future.
 - d. **Minute 122(d) refers** – City Council website upgrade
The Member Services Support Officer to give a short demonstration of the new website.

- e. **Minute 122(f) refers** – Chichester street scene – finger post refurbishment
Property Manager to report
 - f. **Minute 122(g) refers** – Review of City Council investments
Will be presented under agenda item 15.
 - g. **Minutes 122(i) refers** – Neighbourhood Plan update
Councillor Plowman to report
8. STATEMENT OF ACCOUNTS 2020/2021
Recommendation to Full Council on Thursday 23 June 2021 for approval and signing of the Statement of Accounts
(*Copy attached*)
 9. BUDGETS TO BE CARRIED FORWARD FROM 2020/2021 AND BUDGETS TRANSFERRED TO RESERVES
(*Copy attached*)
 10. ANNUAL GOVERNANCE STATEMENT (Part 1 of the Annual Return)
Recommendation to Full Council on Thursday 23 June 2021 for approval and signing.
(*Copy attached*)
 11. ACCOUNTING STATEMENTS (Part 2 of the Annual Return)
Recommendation to Full Council on Thursday 23 June 2021 for approval and signing.
(*Copy attached*)
 12. INTERNAL CONTROL POLICY
(*Copy attached*)
 13. INTERNAL AUDIT
Deputy Town Clerk to report (*copy attached*)
 - Appointment of the Internal Auditor – proposal to review current internal audit provision
 - Annual Internal Audit report – 2020/2021
 - Internal Audit plan – 2021/2022

Recommendation to Full Council on Thursday 23 June 2021 for approval and signing.
 14. INVESTMENT REGISTER
Deputy Town Clerk to report
 15. UPDATE ON INVESTMENTS
(*Report attached*)
 16. MINUTES OF THE PROPERTY WORKING GROUP
To approve and adopt the minutes of the Property Working Group meeting held on Monday 10 May 2021.
 17. OVER THE RAINBOW FUNDING
To consider a request for grant funding for the Over the Rainbow event being held in September 2021.
 18. MAYORS HARDSHIP FUND
Councillor Plowman to report

19. ITEMS FOR INFORMATION ONLY (*reports attached*)
 - a. MONTHLY RECONCILIATION WITH EVIDENCE OF BANK STATEMENTS FOR MARCH 2021
 - b. LIST OF CHEQUES PAID FOR MARCH 2021
 - c. LIST OF BARCLAYCARD PAYMENTS FOR MARCH 2021
20. ITEMS FOR INCLUSION ON NEXT AGENDA
21. 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.
22. MARKET HOUSE – BUSINESS RATES REVALUATIONS
Deputy Town Clerk to report
23. FINANCE TEAM STAFFING UPDATE
Deputy Town Clerk to report

DATE OF NEXT ORDINARY MEETING: TUESDAY 14 SEPTEMBER 2021 AT 2.00PM

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

Ex Officio Members :

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