



Chichester City Council

FINANCE COMMITTEE

Agenda

**YOU ARE HEREBY SUMMONED TO ATTEND A MEETING OF THE FINANCE COMMITTEE
TO BE HELD IN THE COUNCIL CHAMBER AT 2.00PM ON TUESDAY 11 APRIL 2023**

4 April 2023

1. APOLOGIES FOR ABSENCE

To receive and approve apologies and reasons for absence from members of the Committee.

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

3. MINUTES OF THE FINANCE COMMITTEE MEETING HELD ON 30 JANUARY 2023

To approve and sign as a correct record the minutes of the Finance Committee meeting held on 30 January 2023.

4. UPDATES FROM PREVIOUS MINUTES

a) Charter dinner (minute 99a refers)

Deputy Town Clerk to report

b) Annual Awards criteria (minute 89 refers)

Councillor Chant to report on the outcomes of the Annual Awards Working Group meeting held on Thursday 6 April 2023

c) Woolstaplers Section 106 funding for public art (minute 99d refers)

To note that the prints and frames have been delivered to the Railway Station ready to be installed.

d) Bus shelters (minute 104 refers)

Member Services Support Officer to report

e) City Centre Task Force update (minutes 106 refers)

Deputy Mayor to report

f) **Whitehouse Farm – phase 2 planning application and the Southern Access Route (SAR) (minute 107 refers)**

To note that the City Council will be submitting a letter from the Chairman of the Planning and Conservation Committee to Chichester District Council accompanied by the latest report from PJA Traffic Consultants.

Chairman of the Planning and Conservation Committee, Councillor Quail, to report

g) **Civic regalia audit (minute 111 refers)**

To note that the four-yearly civic regalia audit will be completed during Summer 2023

5. **REVENUE BUDGET MONITORING TO JANUARY 2023**

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. **PAVEMENTS AND CHICHESTER CITY CENTRE DESIGN BRIEF**

Greg Ockwell and Charlotte Weller from West Sussex County Council to give an update

9. **PROPERTY SUB-COMMITTEE MINUTES – 23 FEBRUARY 2023 AND 3 APRIL 2023**

To approve and sign as a correct record the minutes of the Property Sub-Committee meetings held on 23 February 2023 and 3 April 2023.

To note the following recommendations:

a) **Mayor's carpark (minute 43a, 23 February 2023 refers)**

After a short further debate, it was RECOMMENDED to the Finance Committee on 11 April 2023 that an order be placed with Crown Civil Engineering for the relandscaping of the rear section of the Mayor's carpark in the sum of £5,760+VAT to be paid from the Council House Reserve.

b) **Electrical Installation Condition Report (minute 43f, 23 February 2023 refers)**

It was therefore RECOMMENDED to the Finance Committee on 11 April 2023 that an order be placed for £2840.00+VAT with Aspect Electrical Contractors for a full Electrical Condition Report at the Council House, paid from the Council House Maintenance Budget.

Members should note that, due to the need to renew the Electrical Installation Condition Report, this work has now been completed.

c) **Crush Bar ceiling (minute 53c, 3 April 2023 refers)**

Further to the discussion at the Property Sub-Committee meeting held on 3 April 2023, to approve delegated Officer decision on the quote accepted for the replacement of a section of the Crush Bar ceiling.

d) **Fire alarm control panel (minute 53n, 3 April 2023 refers)**

Further to the discussion at the Property Sub-Committee meeting held on 3 April, to approve the delegated Officer decision on the urgent requirement to replace the fire alarm control panel.

e) **Electric ride on mower (minute 54c, 3 April 2023 refers)**

After a short further discussion, it was RECOMMENDED to the Finance Committee on 11 April 2023 that an electric ride on mower be purchased as specified for the sum of £10,503.00 to be paid from the City Council's CIL allocation.

10. **BUSINESS PLAN WORKING GROUP MEETING – 31 MARCH 2023**

To note the minutes of the Business Plan Working Group meeting held on 31 March 2023

11. **COMMUNITY INFRASTRUCTURE LEVY (CIL) SUB-COMMITTEE**

To discuss reconvening the CIL Sub-Committee for the purpose of identifying and managing City Council CIL funded projects

12. **SPEYER TWINNING VISIT**

To discuss donations to organisations that provided support and services during the recent visit of delegates from Speyer for the Twinning ceremony

- Contact 88
- University of Chichester Orchestra
- A charity of the Duke of Richmond's choice for hosting a visit to Goodwood House

13. **PROVISION OF TABLETS FOR MEMBERS' USE DURING THEIR TIME IN OFFICE**

Town Clerk Designate to report on provision of dedicated IT devices for new Councillors

14. **ITEMS FOR INFORMATION ONLY (reports attached)**

- a) **MONTHLY RECONCILIATION WITH EVIDENCE OF BANK STATEMENTS TO END OF JANUARY 2023**
- b) **LIST OF PAYMENTS MADE FOR JANUARY 2023**
- c) **LIST OF BARCLAYCARD PAYMENTS FOR JANUARY 2023**

15. **ITEMS FOR INCLUSION ON THE NEXT AGENDA**

16. **DATE OF NEXT ORDINARY MEETING**

DATE OF NEXT ORDINARY MEETING: TUESDAY 13 JUNE 2023

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

Ex Officio Members:

The Mayor (Councillor J Joy)

The Deputy Mayor (Councillor Plowman)

Chairman of Planning & Conservation Working Group (Councillor Quail)

Chairman of Community Affairs Working Group (Councillor Apel)

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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.