

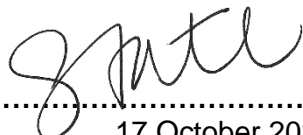


Chichester City Council

FINANCE COMMITTEE

Agenda

YOU ARE HEREBY SUMMONED TO ATTEND A MEETING OF THE FINANCE COMMITTEE TO BE HELD IN THE COUNCIL CHAMBER AT 5.30PM ON TUESDAY 24 OCTOBER 2023


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17 October 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 5 SEPTEMBER 2023

To approve and sign as a correct record the minutes of the Finance Committee meeting held on 5 September 2023.

4. UPDATES ON ACTIONS FROM THE PREVIOUS MINUTES NOT COVERED ELSEWHERE ON THE AGENDA

a) Press release regarding city centre pavements further to FOI request to West Sussex County Council (minute 29b refers)

Town Clerk to report.

b) Quotations for full structural survey of the Council House (minute 30 refers)

Deputy Town Clerk to report.

c) Traffic Issues Working Group to prepare a report and recommendation for the Planning Committee on the benefits of procuring a second SID device (minute 34j refers)

Deputy Mayor to report.

d) Reimbursement of printing costs to the Parklands Residents Association for Neighbourhood Plan materials (minute 35 refers)

To note that this action has been completed.

- e) **Appointment of appropriate financial adviser to the Reserves Working Group (minute 36 refers)**

Deputy Town Clerk to report.

- f) **Christmas closure dates to be advised to staff and public (minute 38 refers)**

Town Clerk to report.

5. **PROPOSALS FOR CHANGE OF USE OF THE PROPERTY OFFICE/OLD TOWN CLERK'S OFFICE**

To review two proposals that have been received for use of the former Property Office/Old Town Clerk's Office

- Member's Room – Chairman to report (*report attached*)
- Community group space – Councillor Kondabeka to report

6. **DRAFT CITY COUNCIL BUDGET 2023/2024**

Deputy Town Clerk to report (*report attached*).

7. **LITTEN GARDENS WAR MEMORIAL**

To note that the family of one of those named on the memorial has advised that the name has been incorrectly transcribed and decide a course of action.

Jack Arthur Waters has been incorrectly added to the memorial with the surname Walters.

Members are advised that a quote of £750+VAT has been received from a local contractor who is familiar with the memorial.

Officer recommendation is that the Finance Committee delegate authority to proceed with this work, as quoted, as soon as possible to the Town Clerk and Deputy Town Clerk.

8. **COUNCILLOR ACCESS TO CITY COUNCIL EMAILS AND DOCUMENTS ON PERSONAL DEVICES**

Council Services and Support Manager to report (*report attached or to follow*).

9. **ARCHIVING OF CITY COUNCIL RECORDS FOR DEPOSIT AT THE RECORDS OFFICE AND/OR NOVIUM MUSEUM**

To seek approval from the Committee for Officers to identify possible grant funding sources to underpin the archiving of the City Council's records for deposit with the Records Office or Novium Museum as appropriate.

10. **PUBLIC BODIES (ADMISSION TO MEETINGS ACT) 1960**

Proposal to resolve that the public and press be excluded from this meeting for agenda items 11 and 12 due to the nature of the business to be transacted, namely confidential Annual Awards nominations and business matters with third parties.

11. **CHICHESTER CITY COUNCIL ANNUAL AWARDS 2023**

To ratify the recommendations made by the Annual Awards Working Group at its meeting held on Wednesday 18 October 2023.

12. CITY COUNCIL INVESTMENTS

To receive and assess a presentation from investment brokers Arlingclose regarding potential service provision to the City Council.

13. ITEMS FOR INCLUSION ON THE NEXT AGENDA

14. DATE OF NEXT ORDINARY MEETING

DATE OF NEXT ORDINARY MEETING: Tuesday 21 November 2023

To: Members of the Finance Committee
Councillors Scicluna, Miall, Kondabeka, Loxton, Moore, Pramas, Quail and Vivian

Ex Officio Members:

The Mayor (Councillor C Gershater)

The Deputy Mayor (Councillor Corfield)

Chairman of Planning & Conservation Committee (Councillor Butler)

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.