**To all members of the Finance and Policy Committee**

You are hereby summoned to attend the next meeting of the Finance and Policy Committee on the date shown below to discuss items set out on the agenda.

Steve Kerry

Town Clerk

**HEREFORD CITY COUNCIL**

**MEETING OF THE FINANCE AND POLICY COMMITTEE**

**The Council Chamber, Town Hall, Hereford**

**Tuesday 2nd June 2015 at 6.00 pm**

**AGENDA**

1. **ELECTION OF CHAIRMAN AND VICE CHAIRMAN**

To elect a member of the Committee to serve as Chairman, and one to serve as Vice Chairman of the Committee for the Municipal Year.

1. **APOLOGIES FOR ABSENCE** To receive any apologies for absence
2. **APPOINTMENT OF SUBSTITUTES** To note the appointment of any substitute members
3. **DECLARATIONS OF INTEREST** To receive declarations of interest under the City Council’s code of conduct pursuant to the Localism Act 2011.
4. **MINUTES** **APPENDIX ONE** To approve and confirm the minutes of the meeting of the Finance and Policy Committee held on 17th March 2015.
5. **ACCOUNTS PAID APPENDIX TWO**

To receive from the Finance Officer a schedule of payments made since the last meeting of the Committee.

1. **BANK RECONCILIATION APPENDIX THREE**

To receive from the Finance Officer reconciliations for each account held by the Council

1. **ANNUAL RETURN AND STATEMENT OF ACCOUNTS FOR 2014-2015 APPENDIX FOUR**

To receive the annual return and statement of accounts and consider recommending these to Council for approval.

1. **SUPPORT FOR BUS SERVICES TO SHELTERED HOUSING APPENDIX FIVE**

To receive the report of the Town Clerk and to determine whether to continue this support after the initial six months.

1. **ITEMS FOR FUTURE MEETINGS** To identify those items to be scheduled of future meetings, including transfer of services form Herefordshire Council and CCTV.
2. **DATE OF NEXT MEETING** To confirm the date of the next meeting of the Committee – 14th July 2015 at 6 pm