**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

Members of the Finance Committee are the Right Worshipful the Mayor and Councillors Stevens, Tawn, Boulter, Bushkes, Dykes, Edwards, Griffiths, Michael, Rone, Wilcox

**HEREFORD CITY COUNCIL**

**MEETING OF THE FINANCE AND POLICY COMMITTEE**

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

**Tuesday 26th July 2016 at 6.00 pm**

**AGENDA**

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 7th June 2016.
5. **INTERNAL AUDIT FINAL REPORT APPENDIX TWO**

To receive the final report of the Internal Auditor for the financial year 2015-2016, noting the contents and responding to any recommendations therein.

1. **SCHEDULE OF PAYMENTS APPENDIX THREE**

To receive from the Finance Officer a schedule of items paid since the last meeting of the Committee

1. **BANK RECONCILIATION APPENDIX FOUR**

To receive from the Finance Officer reconciliations for each account held by the Council for May and June 2016.

1. **QUARTERLY REVENUE BUDGET MONITORING REPORT APPENDIX FIVE**

To receive from the Finance Officer the quarterly report up to 30th June 2016 and consider any recommendations therein.

1. **TOURIST INFORMATION CENTRE AND TOWN HALL UPDATE APPENDIX SIX**

To receive from the Town Clerk an update report on negotiations relating to these items.

1. **ITEMS FOR FUTURE MEETINGS** To identify those items to be scheduled of future meetings.
2. **DATE OF NEXT MEETING** To confirm the date of the next meeting of the Committee – 6th September 2016 at 6 pm