**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 and Policy Committee are the Right Worshipful the Mayor and Councillors Boulter, Dykes, Edwards, Lloyd-Hayes, Nicholls, Rone, Stevens Tawn and Wilcox. (There is one vacancy)

**HEREFORD CITY COUNCIL**

**MEETING OF THE FINANCE AND POLICY COMMITTEE**

**The Committee Room, City Council Offices, Town Hall Hereford**

**Tuesday 5th September 2017 at 6.00 pm**

**AGENDA**

1. **APOLOGIES FOR ABSENCE**

To receive any apologies for absence.

1. **APPPOINTMENT OF SUBSTITUTES**

To note the appointment of any substitute members.

1. **DECLARATIONS OF INTEREST**

To receive declarations of interest under the City Council’s code of conduct pursuant to the Localism Act 2011.

1. **MINUTES Appendix One**

To approve and confirm the minutes of the meeting of the Finance and Policy Committee held on 18th July 2017.

1. **SCHEDULE OF PAYMENTS Appendix Two**

To receive a schedule of items paid since the last meeting of the Committee. At this time data is available up to the end of July. (If members have any queries they are asked to notify the Clerk so answers can be given immediately or details researched for presentation at the meeting.)

1. **BANK RECONCILIATION Appendix Three**

To receive reconciliations for each account held by the Council for July 2017.

1. **KEY PROJECTS - UPDATE Appendix Four**

To consider the attached service level agreement and business plan from Rural Concierge to operate a Tourist Information Centre as requested at the last meeting.

To receive an oral update on progress with the possible asset transfer of the Town Hall.

1. **KEY PROJECTS – NEW PROPOSAL Appendix Five**

To consider the attached report concerning a possible project relating to the City Walls and other heritage assets.

1. **DATE OF NEXT MEETING**

To confirm the date of the next meeting of the Committee – Tuesday 17th October 2017 at 6 pm