

The Right Worshipful the Mayor Cllr Hey and Cllrs Boulter, Butler, Dykes, Hornsey, Oliver, Stevens, Toynbee and Wilcox.

You are hereby informed of Items To Be Determined Under Delegated Authority of the Community Development Committee of Hereford City Council, which the business set out below is proposed to be discussed via email. Questions and comments are to be sent to the Clerk of the meeting or the author of the report with the Clerk of the meeting copied in. On **Tuesday 28th April 2020** the Clerk of the meeting will send an email to Members laying out recommendations from Members' collated responses. You will be asked to reply **YES** or **NO** to each recommendation. It is important you include in your response the Clerk of the meeting.

HEREFORD CITY COUNCIL

ITEMS TO BE DETERMINED UNDER DELEGATED AUTHORITY OF THE FINANCE & POLICY COMMITTEE

TUESDAY 28 APRIL 2020

1. DECLARATIONS OF INTEREST

To receive declarations of interest under the Herefordshire Code of Conduct pursuant to the Localism Act 2011 in respect of items to be determined under delegated authority.

In order to avoid any appearance of impropriety Members should declare any disclosable pecuniary or non-pecuniary interest they have in any item on this order of business and refrain from publishing comments or final opinion on any matter where they have such an interest.

2. SCHEDULE OF PAYMENTS

APPENDIX ONE A, B & C

To receive the schedules of payments made in December 2019 and January and February 2020. Members are asked to email any questions on any items shown here to the Clerk, Deputy and Finance Officer. Questions and answers will be held on file. At Committee we simply ask members to note the schedules and reconciliations once any queries have been answered, there is no need to approve these items.

3. BANK RECONCILIATIONS

APPENDIX TWO A, B & C

To receive reconciliations of the Council's bank accounts up to 29th February 2020. Members are asked to email any questions on any items shown here to the Clerk, Deputy and Finance Officer. Questions and answers will be held on file. At Committee we simply ask members to note the schedules and reconciliations once any queries have been answered, there is no need to approve these items.

4. CLOSURE OF ACCOUNTS – PROCESS FOR 2020

APPENDIX THREE

To receive an information report from the Town Clerk regarding the revised Government timetable for publication of the End of Year Accounts for 2019/20.

5. ITEMS FOR FUTURE MEETINGS

- Q4 financial summary
- Election of Chair
- Recommend Annual Accounts to Council for Annual Governance & Accountability Report
- Recommend Final Internal Audit Report to Council

6. DATE OF NEXT MEETING

To confirm the date of the next meeting as Tuesday 16th June 2020.

DECLARATIONS OF INTEREST

Hereford City Council has adopted the Code of Conduct of Herefordshire Council pursuant to the Localism Act 2011. In terms of declarations of interest the following principles now apply.

1. The former distinction between prejudicial and personal interests has been replaced, and these terms should no longer be used. They will not be used in minutes.
2. Where a member has registered a financial or “pecuniary” interest in the register of interests held by the Monitoring Officer of Herefordshire Council, they must repeat this declaration when any item in which they have such an interest is on the agenda at any meeting they attend. Having made that declaration, they must fill in the register brought to each Committee and Council meeting and may not make any comment whatsoever while the item is under discussion. They may, if they wish, remain in the meeting to observe the debate.
3. Where a member has an interest which is sufficient to give rise to a reasonable expectation that they will not be able to consider a matter impartially, for example where they have a close personal relationship with a party involved, where they have made a public and unequivocal statement of their views etc, this is a disclosable, but non-pecuniary, interest. They should declare this interest at the start of the meeting and may remain in the room and speak (provided members of the public would also be allowed to speak on this item). Members who have declared an interest of this type may not, however, vote on the item to which their interest applies.
4. Where a member becomes aware of an interest during discussion they must declare it immediately and act accordingly.
5. Members of the Planning Committee should continue to resolve at the start of each meeting that their views are preliminary and that those who are members of Herefordshire Council reserve their final position until all representations and facts have been considered.

Steve Kerry

Town Clerk

**All enquiries concerning this agenda should be addressed to the Town Clerk, Hereford City Council,
Town Clerk's Office, St. Owen Street, Hereford HR1 2PJ. Tel: 01432 260429**