

To all members of the Finance and Policy Committee:

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

You are hereby summoned to take part in a meeting of the Finance and Policy Committee to be held on Tuesday 16th June 2020 at 6pm by Zoom.

Steve Kerry
Town Clerk

HEREFORD CITY COUNCIL
MEETING OF THE FINANCE AND POLICY COMMITTEE
TUESDAY 16TH JUNE 2020 at 6 pm

This meeting is taking place under the provisions of the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 Sections Four and Five.

1. TO CONFIRM THAT THE PUBLIC ARE ABLE TO VIEW AND HEAR THIS MEETING
It is necessary to confirm the above for the meeting to be lawful under the above regulations.

2. APOLOGIES FOR ABSENCE
To receive any apologies for absence.

3. APPOINTMENT OF SUBSTITUTES
To note the appointment of any substitute members.

4. DECLARATIONS OF INTEREST
To receive declarations of interest under the City Council's Code of Conduct pursuant to the Localism Act 2011.

5. MINUTES **APPENDIX ONE & TWO**
To approve and confirm the Minutes of the meeting of the **Finance and Policy Committee** held on Tuesday 14th January 2020 and from the **Extra-Ordinary meeting** held on Thursday 4th June 2020.

6. SCHEDULE OF PAYMENTS **APPENDIX THREE A, B & C**
To receive the schedules of payments made in March, April and May 2020.

7. BANK RECONCILIATION **APPENDIX FOUR A, B & C**
To receive reconciliations of the Council's bank accounts up to 31st May 2020.

8. 2019/20 CLOSURE OF ACCOUNTS & FINANCIAL REPORT **APPENDIX FIVE**
(to follow)

To receive the accounts for 2019/20, the Annual Report and to make recommendations for the Annual Governance Report to Council.

9. 2019/20 INTERNAL AUDIT REPORT

APPENDIX SIX & SIX A

To receive and consider the Internal Audit Report produced by Adrian Shepherd-Roberts of Auditing Solutions Ltd. and to note to comments of the Town Clerk and Responsible Financial Officer in response to the audit report.

10. SUPPLIER PAYMENTS BY BACS

APPENDIX SEVEN

To receive and consider the report from the Town Clerk on paying suppliers by bank transfer instead of cheque.

11. FEBRUARY FLOOD DAMAGE

To receive a verbal update from the Town Clerk on the emergency works carried out on the allotments as a result of the floods in February.

12. ITEMS FOR FUTURE MEETINGS

To identify items for consideration at the next meeting of the Committee.

13. DATE OF NEXT MEETING

To confirm the date of the next meeting as Tuesday 14th July 2020.