

THE RIGHT WORSHIPFUL THE MAYOR OF HEREFORD AND ALL MEMBERS OF POLICY & RESOURCES COMMITTEE: Cllrs Andrews, Boulter, Hornsey, Oliver, Stevens (Chair), Tillett, Toynbee, Wilcox (Vice Chair) and Williams.

You are hereby summoned to a meeting of the Policy and Resources Committee to be held in the HCC Committee Room, Town Hall on Tuesday 11 October at 6pm at which the business set out below is proposed to be transacted.

Steve Kerry
Town Clerk

HEREFORD CITY COUNCIL

MEETING OF THE POLICY AND RESOURCES COMMITTEE

HCC Committee Room, Town Hall

TUESDAY 11 OCTOBER at 6pm

A G E N D A

At the start of the meeting the Chair will remind all present of the fire evacuation procedure.

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 14 June 2022.

5. SCHEDULE OF PAYMENTS

APPENDIX TWO (A, B, C & D)

To receive the schedules of payments made in May, June and July and August 2022.

Please send any questions to the Town Clerk prior to the meeting.

6. BANK RECONCILIATION

APPENDIX THREE (A, B, C & D)

To receive reconciliations of the Council's bank accounts up to 31 August 2022.

7. 2021/22 EXTERNAL AUDIT

APPENDIX FOUR

To note the issuing of an unqualified external audit from PKF Littlejohn and recommend to Council.

8. MAJOR PROJECTS UPDATE

APPENDIX FIVE

To receive and consider the report from the Town Clerk on the positions of the Hereford Zipper and Town Hall major projects.

- 9. BUDGET & PRECEPT DIRECTION FOR 2023-2024** **APPENDIX SIX**
To receive and consider a report from the Town Clerk on the budget direction for the financial year 2023-24.
- 10. PROCESS FOR POLICY REVIEWS** **APPENDIX SEVEN**
To receive and consider a report from the Town Clerk on a process to regularly review the Council's policies.
- 11. CHIEF STEWARD** **APPENDIX EIGHT**
To receive and consider a report from the Town Clerk on whether to change title of the City Council's dignitary 'Chief Steward' to 'High Steward'.
- 12. APPRENTICESHIP** **APPENDIX NINE**
To receive and consider a report from the Town Clerk on moving forward with the previously agreed Apprenticeship.
- 13. EXCLUSION OF THE PRESS AND PUBLIC**
To confirm the exclusion of the press and public under the Public Bodies (Admission to Meetings) Act 1960 s 1(2) as the remaining business of the meeting is confidential and personal to named individuals.
- 14. CONFIDENTIAL STAFFING MATTERS** **APPENDIX TEN**
To discuss a confidential staffing matter.
- 15. PROPOSAL TO AWARD FREEDOM OF THE CITY** **APPENDIX ELEVEN**
To receive and consider a proposal from Cllr Jim Kenyon to offer an individual the honour of Freedom of the City.
- 16. READMISSION OF THE PRESS AND PUBLIC**
To readmit the press and public at the conclusion of confidential business.
- 17. ITEMS FOR FUTURE MEETINGS**
To identify items for consideration at the next meeting of the Policy & Resources Committee.
- 2022-23 Interim Internal Audit Report
 - 2023-24 Budget & Precept
 - 2023-24 Risk Analysis
- 18. DATE OF NEXT MEETING**
To confirm the date of the next meeting on Tuesday 10 January 2023.