THE RIGHT WORSHIPFUL THE MAYOR OF HEREFORD COUNCILLOR CAT HORNSEY AND ALL MEMBERS OF THE FINANCE COMMITTEE: Councillors Hobbs, Owens, Potts and Proctor.

You are hereby summoned to attend the meeting of the Finance Committee to be held in the **COMMITTEE ROOM, TOWN HALL, HEREFORD** on **TUESDAY 9 JUNE 2026** at **6pm** at which the business set out below is proposed to be transacted.

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities, Crime & Disorder, Health & Safety and Human Rights plus Social, Economic and Environmental matters.

Councillors are also reminded that the Seven Principles of Public Life, known as the Nolan Principles, apply to anyone who holds public office including elected or appointed members of Council. The seven principles are Selflessness, Integrity, Objectivity, Accountability, Openness, Honesty and Leadership.

Kim Carpenter
Town Clerk
Agenda Issued on 3 June 2026

HEREFORD CITY COUNCIL

MEETING OF THE FINANCE COMMITTEE

The Committee Room, Town Hall, Hereford

TUESDAY 9 JUNE 2026 at 6pm

AGENDA

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

1. ELECTION OF CHAIR AND VICE-CHAIR

To elect a Chair and Vice-Chair for the Municipal Year.

2. APOLOGIES FOR ABSENCE

To receive and consider any apologies for absence.

3. DECLARATIONS OF INTEREST AND DISPENSATIONS

To receive declarations of interest and consider requests for dispensation in respect of items on the agenda made by Members under the Herefordshire Code of Conduct.

4. PUBLIC PARTICIPATION

To receive any questions that may be put to the meeting by members of the public present.

5. MINUTES **APPENDIX ONE**

To approve the minutes of the meeting of the Finance Committee held on 21 April 2026.

6. ZIPPER – NEXT STEPS **APPENDIX TWO (a & b)**

To review the next steps following the Council decision to pursue Option 2 of the Zipper Report. Review budget allocation for the engagement of a procurement specialist to support the process of implementing the chosen option.

7. SCHEDULE OF PAYMENTS **APPENDIX THREE**

To receive approval list of payments for May 2026.

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

8. APPROVAL PROCESS AND PROCEDURE FOR INTER-MEETING PAYMENTS

APPENDIX FOUR

To review and approve the proposed procedure document for the approval of expenditure payments at Finance Committee meetings and the process for approval outside of the meeting cycle, this is designed to ensure consistency and clarity of process and ensure that all documentation is kept for audit purposes.

9. BUDGET REPORTS **APPENDIX FIVE (a & b)**

To receive interim budget reports from the Edge It accounts software, please note that due to the Rialtas end of year not being finalised the outturn figures are incorrect. These will be corrected as soon as we have the end of year position from the Rialtas software, which is currently being completed by Accounting for Local Councils & Clerks.

10. ASSET REGISTER & POLICY **APPENDIX SIX (a & b)**

To review the asset policy and register following questions raised by Council.

11. MILEAGE ALLOWANCE

Following the recent HMRC announcement regarding approved mileage payments, these have been increased from 45p per mile for the first 10,000 to 55p per mile for the first 10,000, this increase came into effect from 6th April 2026.

Approval for this payment to be increased to staff and Councillors, for any business mileage incurred during their duties and for this to be back dated to 6th April 2026, if a claim has been submitted.

12. DATE OF NEXT MEETING

To confirm the date of the next meeting of the Finance Committee as Tuesday 21 July 2026.