

# HEREFORD CITY COUNCIL

## MINUTES OF THE MEETING OF THE COUNCIL

TUESDAY 04 FEBRUARY 2014

**PRESENT:** The Right Worshipful the Mayor of Hereford, Cllr Phil Edwards and Cllrs. Andrews, Boulter, Chappell, Chave, Kay, Kenyon, Michael, Nenadich, Nicholls, Preece, Tawn, Toon and Wilcox.

Cllr Wilcox arrived at 6.04pm

- C2013/2014.98 APOLOGIES FOR ABSENCE**  
Members received apologies for absence from Cllrs North and Vaughan-Powell.
- C2013/2014.99 DECLARATIONS OF INTEREST**  
No declarations of interest were received by Members under the Herefordshire Code of Conduct pursuant to the Localism Act 2011 in respect of items on the agenda.
- C2013/2014.100 PUBLIC PARTICIPATION**  
To receive any questions that may be put to the meeting by members of the public present. None
- C2013/2014.101 HEREFORDSHIRE RUNNING FESTIVAL**  
Members received a presentation from Adrian Wilcox and Richard Danks about the Herefordshire Running Festival and requesting the use of City Council's logo on all publicity and other material showing its support/endorsement for the Herefordshire Running Festival.
- Gave brief overview of the Running Festival, the idea behind it, the two previous events that have taken place to date, how the event has grown and the links between physical and mental health, increasing mental health awareness and reducing the stigma attached to mental health. Also explained there was backing nationally for the running festival and the support and endorsements the festival has received from national organisations. The running festival will not only be an event to involve the community but also to show case Hereford and the great place it is. It is also open to other community groups and charities to get involved not just in running but in raising funds for their own charities. The plan is to expand the festival over a five year period making it a nationally recognised annual event.
- Cllr Edwards proposed the use of the Hereford City Council logo showing support for this festival on all their publicity material and so forth. It was also proposed that the City Council support the advertising of this event through the City Council website, City Events Facebook page and City Events Twitter and ward notice boards.

The City Council Community Grant Funding Scheme was highlighted should the organisers of the running festival wish to apply for funding to support the event and to contact the Civic and Community Development Officer.

Cllr Edwards proposal was seconded by Cllr Kenyon.

Cllr Nenadich complimented Richard Danks and Adrian Wilcox on the work they are doing with this festival and asked if some recognition could be given to John Tarrant in this campaign. It was explained the winners will be presented with a John Tarrant Cup and there will also be fund raising for the John Tarrant campaign at the event.

Cllr Oliver expressed the concerns of the Saxon Hall trustees over issues that arose from last year's event in relation to the running festival's use of Saxon Hall. Cllr Oliver was informed that any issues Saxon Hall trustees had with a group hiring Saxon Hall should be taken up with the group in private and was not for discussion in a meeting of Council.

Members all echoed the views of Cllr Nenadich for supporting such an important event and the ideas behind it.

The proposal was put to the vote and unanimously agreed.

**RESOLVED:**

**Permission is granted for the use of the Hereford City Council logo showing the City Council's support for the Hereford Running Festival on all their publicity material and so forth.**

**The City Council will support the advertising of this event through the City Council website, City Events Facebook page and City Events Twitter and ward notice boards.**

**C2013/2014.102 MINUTES**

Cllr Edwards proposed to approve and sign the minutes of the Meeting of the City Council held on the 10 December 2013, seconded by Cllr Tawn and unanimously agreed.

Cllr Toon highlighted some typos; on page 2 there is an 'i' after 'is'; and page 5 does not show the amount awarded to the Newton Farm Community Association and asked for the minutes to be amended to show this figure. Members agreed that the resolution was correct and that the amount is clearly stated in other minutes and documentation. Cllr Toon insisted that it was not good enough to look back at other documents and it should be recorded in the same place.

The Mayor asked Members if they were happy to include this additional information and it was agreed.

The minutes amended it was unanimously agreed to approve them as a true and accurate account of the meeting.

**RESOLVED:**

**Members approved the Minutes of the meeting of Council on the 10 December 2013, with the inclusion of the amendment above, as a true and accurate account of the meeting.**

**C2013/2014.103 MAYOR'S COMMUNICATIONS**

Members received communications from The Right Worshipful the Mayor as follows:

- Members to note the Mayor's Thanksgiving Service will now take place on 11th May 2014, not the 27th April as originally indicated in the calendar of meetings and civic events.
- Paul Daykin has been commissioned by the Police to research and look at ways forward for designing out crime in the city. He is full of energy and enthusiasm. Sunday 16 February 2014 will see the commencement of the first part of this project, cleaning up the under pass in the Three Elms ward near Sainsbury's. Request for volunteers to support the cleaning up and litter picking.
- CAB funding has been agreed by Herefordshire Council.

**C2013/2014.104 REVENUE BUDGET REQUIREMENT AND COUNCIL TAX 2014-2015**

Members received recommendations from the Finance and Policy Committee on the budget and consequent precept level for the next Financial Year.

The Finance Officer gave a brief overview of the Revenue Budget Requirement and Council Tax report and explained to Members how a number of reports since September have been received and considered by the Finance and Policy Committee concluding the final report as agreed by that committee and the recommendations as laid before Members tonight. The increase equates out to £5.93 per year per Band D equivalent property. This increase is equivalent to £0.11 per week.

Cllr Kenyon congratulated the Finance Officer on the budget and how clearly laid out it is and proposed the budget and recommendations as laid out in the report.

Cllr Oliver proposed amending the budget by removing £20,175 from the salary budget and using £30,000 from the Neighbourhood Planning Reserve for funding towards recoveries.

Cllr Toon referred to the grant allocation being passed down from Herefordshire Council and that there is no statutory requirement for the unitary authority to pass this grant funding down. Members should be aware that if this funding is not received from Herefordshire Council, which equates to £92,977 it may result in significant budget issues or an increase in Council Tax if the precept requirement is to remain the same and this will need to be considered.

Members highlighted that the budget has been looked at and considered over a series of meetings and the budget and the recommendations laid before Members have been set following much consideration and deliberation of the Finance and Policy Committee.

Cllr Tawn seconded Cllr Kenyon's proposal to agree the budget and recommendations as laid before the Council.

Cllr Kay informed Members he supports a reduction in the budget but not as proposed by Cllr Oliver.

Members' attention was brought to the possibility of parish and town councils being capped in future years. This also needs to be considered when setting the budget and the use of reserves to deliver services.

Members questioned and considered what the return is for the City of Hereford from supporting the Twinning Association with annual funding of £ 3,000.

Members raised the following:

- Exchange trips and have secured work abroad through the association.
- Discussed the benefits of the twinning association and some of the achievements as a result of the association.
- Discussed evaluating the Twinning budget during the year in consideration of next year's budget. Requested the proposal is put to the vote.

Cllr Kenyon supported the budget and how the City Council is now spending it's precept in a more detailed and considered way and proposed the recommendations in the Finance Officers report are put to the vote.

The proposal having been seconded by Cllr Tawn was put to the vote.

9 voted in favour; 5 voted against; 1 abstention.

#### **RESOLVED:**

**Council reviewed the proposed allocation of the Revenue Estimates to service areas set out in Appendix A and section 6 of the report.**

**Council reviewed the level of Reserves and Balances.**

**Council agreed:**

**A Budget Requirement/Precept of £815,715.**

**A Precept requirement, net of grant funding for 2014/2015 of £722,738.**

**The Band D Council Tax for City Council purposes be £47.32, a 14.33% (£5.93) increase.**

**The Council noted the Government funding from Herefordshire Council of £92,977 to support the Council Tax revenue foregone due to the Council Tax reduction scheme.**

#### **C2013/2014.105 ELECTION OF MAYOR ELECT AND DEPUTY MAYOR ELECT FOR 2014 – 2015.**

In accordance with the Standing Order 11, Members considered nominating the Mayor Elect and the Deputy Mayor Elect for 2014 – 2015.

Cllr Edwards proposed Cllr Tawn as Mayor elect.

Cllr Edwards informed Members of the support he had received from Cllr Tawn during his Mayoral year and his reason for feeling Cllr Tawn would make an excellent Mayor.

This was seconded by Cllr Chappell who also spoke in admiration for Cllr Tawn and why he would make an ideal Mayor. This was put to the vote and unanimously agreed.

**RESOLVED:**

**Cllr Tawn agreed as Mayor elect for the municipal year 2014/2015**

Cllr Tawn thanked Members for their kind word and support and proposed Cllr Nicholls as Deputy Mayor Elect for the municipal year 2014/2015.

Cllr Tawn spoke about all Cllr Nicholls great work within his ward and his dedication as a councillor.

Cllr Wilcox seconded this proposal and spoke about how Cllr Nicholls works tirelessly for the city.

Cllr Kenyon proposed Cllr Vaughan Powell as she is next in line by seniority.

Cllr Oliver second Cllr Kenyon's proposal.

Members discussed the following:

- Anyone nominated to the privileged position of Mayor should be clearly in good health.
- Whilst there is an order of seniority in place, this is a strenuous role and the City Council must consider this when electing a Mayor.
- Concerns Cllr Vaughan Powell has been present at very few meetings of the Council or its committees and any nominated Mayor should have an evident passion for the City and the City Council.

The proposal to nominate Cllr Vaughan Powell as Deputy Mayor Elect was put to the vote: 2 Members voted in favour; 7 Members voted against.

The proposal to nominate Cllr Nicholls as Deputy Mayor Elect was put to the vote and apart from Cllr Nicholls who abstained from voting it was unanimously agreed.

**RESOLVED:**

**Cllr Nicholls agreed as Deputy Mayor elect for the municipal year 2014/2015**

**C2013/2014.106 COUNCIL CHAMBER SOUND SYSTEM**

Members received and considered a report and recommendations from the Town Clerk.

The Town Clerk gave a brief overview of his report, the systems tendered and his recommendations contained within his report.

Cllr Wilcox informed Members he was pleased the Council was getting a permanent solution.

Cllr Kenyon proposed the City Council obtained the sound system that is currently installed in Brockington as Herefordshire Council are now vacating the building.

Cllr Edwards agreed this was a very sensible idea.

The Town Clerk told Members it was not a realistic option and that Herefordshire Council could very well be moving that system in to the Shirehall.

Cllr Chappell informed Members that as far as he was aware there are no plans to get a new system when Herefordshire Council move to the Shirehall and the present system in Brockington would transfer well to the Shirehall.

Cllr Andrews proposed the Town Clerk's recommendations, seconded Cllr Wilcox.

Put to the vote 13 in favour and one abstention.

**RESOLVED:**

**That the first quote be set aside as it does not fully meeting the Council's requirement in that it does not meet the reasonable demands of the Conservation Officer and Property Services Manager of Herefordshire Council.**

**That the third quote is preferable to the second quote on the basis of marginally lower cost and good quality supporting technical information regarding the installation.**

**That the Town Clerk be authorised to order the system required from the company that provided the third quote.**

**C2013/2014.107 CALENDAR OF MEETINGS AND CIVIC EVENTS FROM APRIL 2014 – JULY 2015**

Members received and considered the dates of future meetings and civic events as laid before the Council, noting some changes to the meetings or events during April, May and June 2014.

Cllr Toon raised her concern that there was not a meeting of full Council between Mayor Making and the end of June and an additional meeting of Council should be included to elect Members to the different committees.

It was explained to Members by the Civic and Community Development Officer that the Annual Return has to be approved by the 30 June, which means that Finance and Policy Committee needs to meet on the first Tuesday in June to consider the Annual Return and make its recommendations to Council. Council meets two weeks after this date to allow the Finance Officer time to make any amendments that may be required to present the Annual Return to Council in time for submitting to the External Auditor. During a normal year when there are no elections members are already elected to committees and so this does not cause a problem. During an election year though this would not be the case and an additional meeting would need to be included the Tuesday following the late

May bank holiday Monday to allow for election of members to committees. An example of this can be found in the calendar for May 2015.

Cllr Toon proposed that an additional meeting should be included each year for the election of committees but this was not seconded.

Cllr Edwards proposed the calendar as laid out before members; this was seconded by Cllr Kenyon and unanimously agreed.

**RESOLVED:**

**Members agree the calendar of meetings and civic events as laid before the Council and note the changes to some meetings and events taking place in April, May and June 2014.**

**C2013/2014.108**

**IMPROVEMENTS TO HIGH TOWN PAVING**

Members received and considered the report from the Town Clerk.

The Town Clerk gave a brief overview of his report and proposed his recommendations as laid out in his report.

Cllr Edwards proposed the proposal and informed members he felt the City Council needed to take responsibility for where Herefordshire Council fail.

The state of the paving in High Town was an issue raised by many at the Hereford City Council community road show event delivered in High Town in October 2013. For this reason the City Council should show we are supporting our communities and listening to them by carrying out this work.

Members asked if the work has to be carried out by Balfour Beatty or can the work be delivered by another approved contractor?

It was explained that Balfour Beatty has all the details of High Town and the paving specifications and are in the ideal position to deliver the work required. As High Town is under the ownership of Herefordshire Council the City Council would have to use their approved contractor.

Cllr Wilcox gave some history in to the issues with the original paving as laid and the issue surrounding the original contractor who installed the paving. He informed members that the weight of May Fair rides had an additional impact on the damage to the paving and any work the City Council decides to embark on should be done after the May Fair has been in town this year. Cllr Wilcox expressed he was pleased the work to replace the individual damaged pavers was going to be embarked upon.

Members questioned whether in light of the cattle market development and the possibility of working in partnership to ensure the success of both new and the old shopping areas the City Council could request some support from the developers, Stanhope, to support the improvements to High Town.

Cllr Kay informed Members he supports the proposal laid out in the report.

Cllr Chappell highlighted to members the gateway in to High Town where all the paving has sunk by St. Peter's church through to the Post Office. In his opinion Hereford City Council should be asking Herefordshire Council to insist their insurance company look in to this matter to get the issues resolved with the original contractor.

Cllr Andrews voiced her concerns that £10,000 would not be enough to repair all the work that needs to be completed in High Town.

Members also discussed that there is no indication that Herefordshire Council have the funding to make any improvements to High Town.

It was explained to members that the work to be carried out will not be replacing the paving in High Town but will be making improvements to the existing paving in specific places.

Members took a vote on the recommendation as laid out in the report and it was unanimously agreed.

**RESOLVED:**

**That Council approves in principle the allocation of £10,000 from this financial year street scene budget for repairs and improvements to High Town paving, including removal of damaged lettering and replacement if practicable, subject to a detailed program of works being approved by the Mayor, Ward Member and the Town Clerk.**

**C2013/2014.109 EXTENSION OF LAND AT DRYBRIDGE ALLOTMENTS**

Members received and considered the report from the Town Clerk.

The Town Clerk gave a brief overview of his report and his recommendation as laid out within the report.

Cllr Kay and Nenadich left the room at 8 pm.

Cllr Chave proposed the recommendation as laid out in the Town Clerk's report which was seconded by Cllr Preece and unanimously agreed.

**RESOLVED:**

**The Council authorises the Town Clerk to agree the terms with the Herefordshire Council and agrees that the document be signed and sealed at the earliest opportunity.**

**C2013/2014.110 DRAFT MINUTES**

Members noted the draft minutes of the Meetings of the Planning Committee held on the 17 December 2013 and 15 January 2014.

Members noted the draft minutes of the Meeting of the Finance and Policy Committee held on the 14 January 2014.



Members noted the draft minutes of the Meetings of the Community Development Committee held on the 21 January 2014.

Members noted the draft minutes of the Meetings of the Governance and Procedures Committee held on the 28 January 2014.

Cllr Kay returned to the room at 8.05 pm

**C2013/2014.111 VACANCY ON THE COMMUNITY DEVELOPMENT COMMITTEE**

Cllr Kenyon nominated Cllr North to sit as a Member on the Community Development Committee. This was seconded by Cllr Toon and unanimously agreed.

**RESOLVED:**

**Cllr Cath North to sit as a Member of the Community Development Committee**

**C2013/2014.112 NOMINATION FOR A MEMBER TO BE ELECTED TO SIT ON THE MANAGEMENT BOARD OF TRUSTEES FOR THE BISHOP OF HEREFORD BLUECOAT SCHOOL CHARITY**

Members considered nominating a member of Hereford City Council who also sits as a member on Herefordshire Council to sit on the management board of trustees for the Bishop of Hereford Bluecoat School Charity.

Cllr Toon proposed Cllr Kenyon continues to sit as a member on the management board of trustees for the Bishop of Hereford Bluecoat School Charity. This was seconded by Cllr Boulter and unanimously agreed.

**RESOLVED:**

**Cllr Kenyon continues to sit as a member on the management board of trustees for the Bishop of Hereford Bluecoat School Charity**

**C2013/2014.113 REPORTS FROM REPRESENTATIVES OF OUTSIDE BODIES**

Members received reports from those who had attended meetings of Outside Bodies.

**a) Municipal Charities (Cllr's Polly Andrews, Aubrey Oliver and Anna Toon)**

Members received information about the grants system for washing machines etc.

- b) Herefordshire Market Towns Forum (Cllr's Polly Andrews, Charles Nicholls & Brian Wilcox)**  
Cllr Wilcox informed Members the forum had been discussing the devolution of powers from Herefordshire Council.
- c) HALC Executive Committee (Cllr's Jim Kenyon & Anna Toon)**  
Cllr Toon informed Members there is a lot of training coming up in February and March if anyone wishes to improve/refresh their skills.
- d) SAM (Cllr Anna Toon)**  
As above
- e) The Enterprise Zone Stakeholder Group (Cllr Tawn)**  
Minutes as circulated.
- f) Three Choirs Festival (Cllr's Liz Chave & Jason Kay)**  
Next meeting on 12 February 2014
- g) Hereford Twinning Association (The Mayor)**  
Mayor has been unable to attend the last meeting and the Deputy Mayor attended on his behalf. Cllr Tawn informed Members of the two twinning anniversaries coming up this year and the importance of these anniversaries.
- h) Hereford City Tourism Group (Cllr Chave with Cllr Tawn as reserve)**  
Meeting on 7 January 2014 looked in to possibilities of a website. Launch of the Hereford City Tourism group in January. Cllr Kay reported on the launch.
- General feeling Hereford is not well represented. Magna Carta wonderful opportunity to advertise the City.
- i) Hereford in Bloom (Cllr Kenyon)**  
Support for Trevor Swindells and how well Hereford in Bloom did last year winning a gold award. Working hard to take things forward with the support of the communities in Hereford City and making improvements despite the reduction of funding. Also doing consultation work in High Town in relation to improving the area.

## **C2013/2014.114 TOWN CLERK'S COMMUNICATIONS**

Members received communications from the Town Clerk as follows:

- Election in Belmont
- Wedding Faye commitment of staff to deliver this. Will need assistance to support this event from Councillors on the day.
- Recruiting temporary Events Assistant.
- Cllr Wilcox has been accepted on the NALC Larger Council Committee and the need to include this for reporting on under the outside bodies' agenda item.

**C2013/2014.115    DATE OF NEXT MEETING**

Members noted the date of the next meeting as 18<sup>th</sup> March 2014

There being no further business the Mayor called the meeting to a close at 8.20 pm

Signed.....

Dated.....