

# HEREFORD CITY COUNCIL

## MINUTES OF THE MEETING OF THE COMMUNITY DEVELOPMENT COMMITTEE

TUESDAY 23 JULY 2013

**PRESENT:** Cllrs Kenyon (Chairman), Boulter, Hempton-Smith, Kay, Kenyon, Michael, Nicholls, Oliver, Tawn and Toon.

**ALSO PRESENT:** Tracy Morriss, Civic and Community Development Officer and Finance Officer, Lesley Bruton.

**NOT PRESENT** Cllr Nenadich.

**CD2013/14.28 ELECTION OF CHAIRMAN**

Cllr Nicholls nominated Cllr Kenyon to continue as Chairman of the Community Development Committee based on the excellent work he has done over the last two years as Chairman. This was seconded by Cllr Michael and unanimously agreed.

**RESOLVED:**

**Cllr Kenyon to continue as Chairman of the Community Development Committee**

**CD2013/14.29 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs Andrews and Edwards.

**CD2013/14.30 APPOINTMENT OF SUBSTITUTES**

There were no appointment of substitute members.

**CD2013/14.31 DECLARATIONS OF INTEREST**

Members received declarations of interest under the Herefordshire Code of Conduct pursuant to the Localism Act 2011 from Cllr Kenyon in respect of item 8, SSAFA grant on the agenda as he is an ex service personnel and also wished the committee to note that he via his business had made a financial contribution towards the delivery of the concert.

Members also received declarations of interest under the Herefordshire Code of Conduct pursuant to the Localism Act 2011 from Cllr Toon in respect of item 8, SSAFA grant on the agenda as she is an ex service personnel and item 16, allotment issues, on the agenda as the Holmer allotment site adjoins the Skate Park.

**CD2013/14.32 ELECTION OF VICE CHAIRMAN**

Cllr Michael nominated to elect Cllr Tawn as Vice-Chairman of the Community Development Committee. This was seconded by Cllr Hempton-Smith and unanimously agreed.

**RESOLVED:**

Cllr Tawn is elected as Vice-Chairman of the Community Development Committee.

**CD2013/14.33**

**MINUTES OF PREVIOUS MEETING OF THE COMMITTEE**

Members received the minutes of the meeting of the Community Development Committee held on the 18 June.

Cllr Tawn proposed, seconded by Cllr Michael, the minutes as a true and accurate account of the last meeting and unanimously agreed.

**RESOLVED:**

The minutes of the meeting of the Community Development Committee held on the 18 June are a true and accurate account of the meeting and be initialled, signed and dated by the Chairman.

**CD2013/14.34**

**CITY EVENTS REPORT**

Members received and noted a written report from Ms Shelagh Calaghan, City Events Manager.

As the Events Manager was unable to attend the meeting the Finance Officer gave a brief overview of the City Events Manager's report and asked if Members had any questions she would try and answer them on Ms Callaghan's behalf.

Cllr Kenyon informed Members that he was very disappointed with the number of Councillor's who had attended the Historical Herford Day and asked that all Members make a concerted effort to support the events put on in the City.

Cllr Toon informed Members about the use of Facebook to promote these events and how it is such a powerful tool.

**CD2013/14.35**

**SSAFA GRANT APPLICATION**

Members received and considered a grant application from SSAFA for the Hereford Charity Concert event 2013 raising funds to support serving and ex service personnel and their families via the work delivered by SSAF, RBL and ABF.

Mr Kevin Ebsworth, representative from SSAFA and Chairman of the concert organising committee gave a brief overview of the application and clarifying the local need for the services provided by SSAFA, RBL and ABF is increasing each year due to the current conflicts personnel are serving in. He informed Members that tickets for the concert went on sale on Saturday and one third of the tickets had been sold already. Mr Ebsworth thanked Tracy Morriss for all her assistance in completing the application form and thanked the committee for considering the application.

The Chairman asked Members if they had any questions in relation to the application.

The following was mentioned:

- Proud of the City's Military connections.
- The City Council have signed up to the Armed Forces Covenant.
- Charges by the Cathedral
- Charges for the Vergil.

There being no further questions the Chairman thanked Mr Ebsworth for attending.

The Chairman asked Members to confirm if they were all happy to discuss and agree the decisions to this and each of the following applications following receiving item 11 on the agenda, The Older Persons Project. Members agree they were happy to do this.

#### **CD2013/14.36**

#### **ARTSITE3 GRANT APPLICATION**

The Civic and Community Development Officer informed Members that unfortunately Mr Steven Bourke was unable to attend the meeting as he was on a charity bike ride raising money for the County Hospital baby unit.

Members received and considered a grant application from Artsite3 for a replacement kiln.

The Civic and Community Development Officer gave a brief overview of the work Arstie3 deliver from their premises and Cllr Kay informed Members that he works quite closely with the group and may be able to answer any questions they may have.

Members covered the following:

- Previous grant award (*approximately 6 yrs ago for a heating system*)
- Charges for use of equipment
- Running of the site is all done on a voluntary basis.
- Studio space awarded to one graduating student from the Art College each year.
- Yearly shows at Aylestone Court and the Courtyard.
- Provides affordable shared studio facilities and educational open workshops.

Members having nothing further to discussed moved on to the next item.

#### **CD2013/14.37**

#### **BELMONT COMMUNITY CENTRE GRANT APPLICATION**

Members received and considered a grant application from Belmont Community Centre for a replacement oven and fridge/freezer for community use.

Mrs Joyce Clare from Belmont Community Centre gave a brief overview of the application and informed Members about all the work the committee are embarking on to make the centre sustainable in the future in light of the possible loss of the library from the building which provides a large amount of revenue to cover the running costs of the centre. She informed Members of the need for strategic planning for the survival of the centre in these pressing times and of all the new events and services they are now delivering from the centre to bring in revenue. She also informed Members of the many different grants which the centre has and is applying for to deliver different services from the centre in the future.

Mrs Clare educated Members on the present position of the cooker and fridge freezer and the increasing number of issues from the equipment being unreliable and not functioning properly.

Cllr Kenyon congratulated Mrs Clare on the excellent work they are delivering at the centre and asked Members if they had any questions.

Members covered the following questions:

- Hire Charges
- Reserves in the bank
- Revenue per year solely from hire charges
- Cost of equipment
- Commercial grade units and pricing
- Information on wholesale prices and where to purchase the equipment from.
- Cllr Kay to advise the group as he has a vast knowledge on commercial equipment and the purchase of it.

There being no further questions the Chairman thanked Mrs Clare for attending.

## **CD2013/14.38**

### **THE COURTYARD OLDER PERSONS PROJECT**

Members received and considered the annual report from the above project as circulated with the agenda.

Members present from the Courtyard were the new Chief Executive and Alice and Grant who are working on the delivery of the Older Persons Project.

Alice gave Members a brief overview of the project over the last year which covered the following:

- Worked a lot with local organisations to create projects in response to what communities want and need. Especially within the dementia element of older people at three locations within the city.
- See handout for list of projects they have delivered.
- Celebrate at the end of the work what they create. i.e. poetry readings etc (DVD to be sent to HCC of some of the film project work they have completed).
- Dementia Action Alliance - not funded by this project but a spin off as a result of the projects they have been delivering.
- Training of courtyard staff on how to engage with people with dementia Supporting other groups to deliver their work through project people's forum

Members were informed that next year they will continue with the film project and open out to the wider community with arts project at the day centres and more one to one working, and of course the Remember Me project which has been a massive success.

The CEO of the Courtyard informed Members he was surprised at the amount of community work that is being delivered from this project. Very proud of Alice and the team and the work they do through this project and the UK recognition they have achieved.

Working with university of Worcester and looking to work with an academic to produce a book about the work and the project.

There being no further items for discussion the Chairman thanked members of the Courtyard for their time.

Members discussed items **CD2013/14.35 to 38** and made their decisions as follows:

**SSAFA Grant Application**

The following was discussed:

- Putson Community Association are doing an event like this.
- The amount to be raised
- Raising profile
- Pull up screens promoting the support of Hereford City Council at events like these.

Cllr Tawn proposed awarding the full grant requested, second by Cllr Hempton-Smith and unanimously agreed.

**RESOLVED:**

**To award the full grant request of £3,000 towards the costs of the concert.**

**Artsite3 Grant Application**

The following was discussed:

- Ideal application for loan rather than grant.
- More information needed.

Cllr Toon proposed awarding £500, half of the grant requested. This was seconded by Cllr Oliver. Put to the vote, 6 voted in favour. 2 voted against and 1 abstention.

**RESOLVED:**

**To award £500 towards the costs of the replacement kiln.**

**Belmont Community Centre Grant Application**

The following was discussed:

- Not done homework well on supply of equipment.
- Cllr Kay to assist with suppliers to purchase equipment from and prices.
- Advise on best value for money
- The Community Centre should be providing part of the funding for this equipment.
- 4 Community buildings in the area all competing with each other.
- Need to ensure sustainability.
- Fridge freezers they have quotes for are not commercial ones.
- £2,000 should purchase the correct equipment that they need.

Cllr Tawn proposed deferring the application until they have investigated commercial suppliers and submit their choice of commercial equipment including commercial equip costs and submit a list of funding they are receiving from other bodies for what projects. This was seconded by Cllr Michael and unanimously agreed.

**RESOLVED:**

**To defer the application until Belmont Community Centre have investigated commercial suppliers and have submitted their choice of commercial equipment including commercial equip costs and submitted a list of funding they are receiving from other bodies and for what projects.**

CD2013/14.38

### **The Courtyard Older Persons Project**

Cllr Tawn proposed release of the final £8,000 funding awarded, seconded by Cllr Hempton-Smith and unanimously agreed.

#### **RESOLVED:**

**To release the final £8,000 funding awarded.**

CD2013/14.39

### **PROJECT PROPOSAL FROM RICHARD FISHBOURNE IN RELATION TO THE YAZOR BROOK, WIDEMARSH BROOK/EIGN BROOK IN HEREFORD**

This item was for noting and to inform Councillors of the intentions in relation to the above project.

The following items were discussed:

- Who how why where?
- Ward Councillors know nothing about this.
- Who is Richard Fishbourne.
- The proposed work needs doing.
- What is Richard Fishbourne trying to do and how?
- Cllr Nicholls informed Members Richard spent time with him explaining the project.
- Worked to help bring Belmont ponds in to fruition.
- Projects like these cost.
- Community projects do feed in to projects like this.
- Conversations have taken place between the Town Clerk, Steve Kerry and Geoff Tarring, Herefordshire Council and the possibility of moving money the City Council put in to the Hereford in Bloom project in to projects like this.
- People should be respectful and speak first hand to the ward councillors before bringing things like this forward.

Members noted this item and requested in be included under items for future agendas.

CD2013/14.40

### **ANNUAL REPORT FROM CLOSE HOUSE**

It was reported to Members that the Town Clerk had not heard from Ben Lee in relation to an Annual Report or to attending the meeting. The annual report from Ben Lee, Close House to be deferred to the next meeting of the Community Development Committee in September.

CD2013/14.41

### **SEAGULL REPORT FROM CLLR KENYON**

Members received and considered an oral report from Cllr Kenyon.

The following was covered:

- Aerial Mapping photographing all roofs in Hereford City plotting nesting sites.
- To be done on an annual basis to keep a check on progress and control of the situation.
- Cllr Toon informed Members one particular breed of seagull is not protected and can be shot.

- Members requested Cllr Toon confirms this at the next meeting with full clarification this and on the bred.
- Need to start taking strategic view of not taking eggs but taking their food supply. Rubbish bags in High Town attract the birds and this situation needs to be addressed to alleviate the problem.
- Herefordshire Council to attend the next meeting of the committee to give progress report.
- People don't leave bin bags out but still have problem.

CD2013/14.42

### **HEREFORD CITY SCULPTURE TO BE INSTALLED AT THE NORTH END OF THE GREENWAY**

Cllr Kenyon gave a brief overview of the project and informed Members that both himself and the Civic and Community Development Officer were attending a Greenway Project site visit meeting on Thursday 25 July 2013.

Cllr Hempton-Smith proposed deferring this item until the next meeting of the committee when further information can be laid in front of the committee by Cllr Kenyon and the Civic and Community Development Officer following their meeting on Thursday. This was seconded by Cllr Tawn and unanimously agreed.

#### **RESOLVED:**

**To defer this item until the next meeting of the committee when further information can be laid in front of the committee by Cllr Kenyon and the Civic and Community Development Officer following their meeting on Thursday.**

CD2013/14.43

### **ALLOTMENT ISSUES**

Members received and considered the report from the Town Clerk.

Cllr Tawn informed Members that having attended a number of allotment meetings the Town Clerk has got it pretty much right with his recommendations.

- It takes pressure off Hereford City Council and allows HALGS to access funding the City Council are not able to access.
- Hedge sensible option.
- Hedges at Holmes done.
- Tendering done in manor it was done before, was effective.

Cllr Tawn proposed the Town Clerks recommendations, seconded by Cllr Michael and unanimously agreed.

#### **RESOLVED:**

**That officers of the Council are authorised to attempt to conclude negotiations about a long lease for the allotment sites other than Rockfield, with Rockfield site being added to the demised properties when the drainage issues are resolved.**

**That officers of the Council are authorised to establish with HALGS an appropriate division of the sites into three packages for grounds maintenance and for bids to be sought from local providers to create a**

group of up to three suppliers to be commissioned for hedge pruning and grass cutting. Officers are authorised to let contracts having sought the most advantageous outcome for the Council and are instructed to report the results to committee.

That the reduction of the Wordsworth hedge described above be authorised for the autumn and that bids be sought from local contractors to undertake this work, which is separate from the ongoing grounds maintenance contracts referred to above.

That pressure be maintained on both Herefordshire Council and the racecourse owners to effect a long term solution to the problem of knotweed at Holmer Road, and that in the meantime Amey be commissioned to undertake spraying to contain the problem on both the skate park and the allotment.

That the decision to commission pest control work to contain rats at the Rockfield allotment be endorsed and that officers be given authorisation to commission similar works on other sites from the same provider should it become urgently necessary.

CD2013/14.44

#### **OPTIONS FOR WARD NOTICE BOARDS**

Members received and considered the report from the Town Clerk.

The following was discussed:

- Should retain black metals and should have a sustainable wooden option.
- City area continues with the theme for the city Centre but then other options need to be available for ward areas.
- Flexibility on what are available on the options contained within the report.

Cllr Kenyon proposed that Members determine the options given in the Town Clerks report to select the most appropriate option for the area in which the notice board is to be installed. This was seconded and unanimously agreed.

#### **RESOLVED:**

**Members select from the options given in the Town Clerks report the most appropriate option for the area in which the notice board is to be installed.**

CD2013/14.45

#### **INFORMATION ITEMS**

Members received and noted information on the following:

- a) Learn Herefordshire leaflet – delivering part of one of the Community Led Plan Objectives City wide.



**ITEMS FOR FUTURE MEETINGS**

Outstanding from previous meetings.

- Allotments Lease.
  - Scaffolding around the building by the Black and White house and clarification on when the work would be completed. *Town Clerk to chase.*
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- Hereford in Bloom
  - Belmont Community Centre grant application
  - Greenway Project
  - Close House
  - Herefordshire Council Seagull report.
  - Community Road Show

**DATE OF NEXT MEETING**

Members noted the date of the next meeting as Tuesday 10 September 2013

There being no further business the Chairman called the meeting to a close at 8.10pm.

Signed.....

Dated.....