

# HEREFORD CITY COUNCIL

## MINUTES OF THE MEETING OF THE COUNCIL

TUESDAY 24 MAY 2016

**PRESENT:** The Right Worshipful the Mayor of Hereford, Cllr Kenyon and Cllrs Baker, Boulter, Bushkes, Chappell, Edwards, Griffiths, Hall, Hey, Lloyd-Hayes, Mansell, Michael, Nicholls, Rone, Stevens and Tawn.

**C2016/2017.12 APOLOGIES FOR ABSENCE**

Members received apologies for absence from Cllrs Dykes and Wilcox.

Not present Cllr Rone

**C2016/2017.13 DECLARATIONS OF INTEREST**

Members received no declarations of interest made by Members under the Herefordshire Code of Conduct pursuant to the Localism Act 2011 in respect of items on the agenda.

**C2016/2017.14 PUBLIC PARTICIPATION**

Members received a question from Mr Anthony Powers who requested a verbal update on the Hereford area plan. The Town Clerk informed Mr Powers he would send him written update on the current position.

**C2016/2017.15 MINUTES**

To approve and sign the minutes of the Meeting of the City Council held on the 5 April 2016, the Annual Meeting of the Council 16 May 2016.

Cllr Michael said she was unaware of the Hereford in Bloom meeting and asked that the minutes of the 5 April 2016 be amended to read to that effect. The Town Clerk agreed to the amendment.

Cllr Mansell proposed the minutes including the amendment requested by Cllr Michael. This was seconded by Cllr Bushkes and unanimously

**RESOLVED:**

**To approve the minutes as a true and accurate account of the meeting and the Chairman duly sign, initial and date the minutes of the Meeting of the City Council held on the 5 April 2016.**

Cllr Griffiths proposed the minutes of the 16 May 2016. This was seconded by Cllr Nicholls and it was unanimously

**RESOLVED:**

**To approve the minutes as a true and accurate account of the meeting and the Chairman duly sign, initial and date the minutes of the Meeting of the City Council held on the 16 May 2016.**

**C2016/2017.16 MAYOR'S COMMUNICATION**

Communication from The Right Worshipful the Mayor was as follows:

The Mayor informed Members he had attended the Hereford Football Club game at Wembley; it was a wonderful atmosphere and a fantastic day with a huge number of Hereford FC supporters in attendance.

**C2016/2017.17 CODE OF CONDUCT**

Members considered and approved the Code of Conduct as laid before them.

**C2016/2017.18 STANDING ORDERS**

Members considered and approved the Standing Orders as laid before them.

**C2016/2017.19 FINANCIAL REGULATIONS**

Members considered and approved the Financial Regulations as laid before them.

Cllr Edwards proposed Members adopt items 6, 7 and 8 on the agenda (relative minute numbers C2016/2017.17, C2016/2017.18 and C2016/2017.19) as laid before members. This was seconded by Cllr Chappell and it was unanimously

**RESOLVED:**

**Members approve the adoption of the Code of conduct, Standing Orders and Financial Regulations as laid before them.**

**C2016/2017.20 CHEQUE SIGNATORIES & BANK RECONCILIATION**

To consider and approve Members of the Council for the above.

Current Cllrs who are bank signatories – Cllrs Edwards, Nicholls, Kenyon, Tawn and Lloyd-Hayes all confirmed they were happy to continue.

It was proposed, seconded and unanimously

**RESOLVED:**

**Cllrs Edwards, Nicholls, Kenyon, Tawn and Lloyd-Hayes would continue as bank signatories.**

The current Cllr who oversees the bank Reconciliation – Cllr Wilcox was not present.

It was proposed, seconded and unanimously

**RESOLVED:**

**Cllr Wilcox to continue to oversee the bank reconciliation.**

**C2016/2017.21**

**DIRECT DEBITS**

Members re-affirmed the use of direct debits.

**C2016/2017.22**

**PROCUREMENT CARD**

Members re-affirmed the use of the government procurement cards.

Cllr Bushkes proposed, Cllr Tawn seconded items 10 and 11 on the agenda and it was unanimously

**RESOLVED:**

**Members re-affirm the use of direct debits.**

**Members re-affirm the use of the government procurement cards.**

**C2016/2017.22**

**COMMITTEE MEMBERSHIP**

To elect Members to sit on the following committees:

Town Clerk read out the changes in committee membership that he had been informed about.

**FINANCE AND POLICY COMMITTEE – 8 Members**

Current committee Members:

Cllrs Baker, Boulter (VC), Dykes, Edwards, Griffiths, Rone, Tawn (C) and Wilcox.

Cllr Baker wishes to stand down as a committee Member, Cllrs Michael and Stevens wish to stand as Members of the committee. This would mean an increase of committee membership to 9.

Cllr Hey proposed, this was then seconded and unanimously

**RESOLVED:**

**Finance and Policy Committee membership is increased to 10.**

**Committee Members are as follows:**

**Cllrs Boulter, Bushkes, Dykes, Edwards, Griffiths, Michael, Rone, Stevens, Tawn and Wilcox.**

## COMMUNITY DEVELOPMENT COMMITTEE – 12 Members

Current committee Members:

Cllrs Baker, Boulter, Bushkes (VC), Edwards, Hall, Hey, Kenyon (C), Lloyd-Hayes, Mansell, Michael, Rone and Stevens.

Cllr Kenyon as Mayor will now become ex-officio. Cllr Nicholls would like to stand as a member on the committee.

Cllr Kenyon proposed, seconded by Cllr Bushkes and unanimously

**RESOLVED:**

**Committee Members are as follows:**

**Cllrs Baker, Boulter, Bushkes, Edwards, Hall, Hey, Lloyd-Hayes, Mansell, Michael, Nicholls, Rone and Stevens.**

## GOVERNANCE AND PROCEDURES COMMITTEE – 8 Members

Current committee Members:

Cllrs Boulter, Chappell (C), Hall, Kenyon, Mansell, Michael (VC), Tawn and Wilcox.

Cllr Kenyon as Mayor will now become ex-officio. Cllrs Lloyd-Hayes and Nicholls would like to stand as a members on the committee. This would be an increase to nine members on the committee.

Cllr Hey proposed, seconded by Cllr Kenyon and unanimously

**RESOLVED:**

**Governance and Procedures Committee membership is increased to 9.**

**Committee Members are as Follows:**

**Cllrs Boulter, Chappell, Hall, Lloyd-Hayes, Mansell, Michael, Nicholls, Tawn and Wilcox.**

## PLANNING AND HIGHWAYS COMMITTEE – 9 Members

Current committee Members:

Cllrs Boulter (VC), Dykes, Griffiths, Hey, Lloyd-Hayes, Mansell, Michael (C) and Stevens. ( plus 1 x outstanding vacancy)

Cllr Stevens would like to stand down as a Member of the committee. Cllrs Nicholls and Chappell would like to stand as Members of the committee.

It was proposed, seconded and unanimously

**RESOLVED:**

**Committee Members are as Follows:**

**Cllrs Boulter, Chappell, Dykes, Griffiths, Hey, Lloyd-Hayes, Mansell, Michael and Nicholls.**

**C2016/2017.23**

**REPRESENTATIVES OF OUTSIDE BODIES**

Members appointed Members to represent the City Council on the following bodies.

- a) **Municipal Charities (x 4 Members)** Cllrs Boulter, Baker, Hey and Lloyd-Hayes
- b) **Herefordshire Market Towns Forum (x 3 Members)** Cllrs Nicholls and Wilcox. (plus 1 outstanding vacancy)
- c) **HALC Executive Committee (x 3 Members)** Cllrs Nicholls and Griffiths (plus 1 outstanding vacancy)
- d) **SAM (x 2 Members)** Cllrs Nicholls and Griffiths
- e) **The Enterprise Zone Stakeholder Group (X 1 Member)** Cllr Stevens
- f) **Three Choirs Festival (x 2 Members)** Cllrs Lloyd-Hayes and Nicholls
- g) **Hereford Twinning Association** (x 1 Member who is always the Right Worshipful the Mayor of Hereford as President of the Twinning Association)  
The Deputy Mayor Cllr Michael will represent the Mayor on this group.
- h) **Hereford City Tourism Group (x 1 Member)** Cllr Baker with Cllr Lloyd-Hayes as reserve
- i) **Hereford in Bloom (x 1 Member)** Cllr Michael
- j) **New Hereford University Working Group (x 2 Members)** Cllrs Lloyd-Hayes and Stevens
- k) **Close House (x 1 Member)** Cllr Tawn
- l) **City of Culture Board (x 1 Member)** Cllr Hall
- m) **The BID group (x 1 Member)** Cllr Len Tawn

Cllr Bushkes wishes to stand down from Three Choirs Cllr Nicholls wishes to stand as the representative of the City Council.

Cllr Michael informed Members she would be happy to represent the Mayor on Twinning Association as Deputy Mayor.

It was proposed, seconded and unanimously

**RESOLVED:**

**Representatives of the outside bodies are as laid out above.**

**COUNCIL VEHICLES**

Members considered a report and recommendations from the Town Clerk.

The Town Clerk gave a brief over view of his report.

Firstly he covered the roadshow and the purchase of a display van enabling the roadshow to be more mobile, easier for transportation and displays allowing one Officer to easily attend events or multiple events on a weekend. Based on Internet research over the last few months the City Council would be looking at around £25,000 to £28,000 to purchase a used vehicle.

Secondly he covered the mayoral car which has recently suffered catastrophic engine failure and would cost more to fix than the car was worth. He informed Members that a second hand low mileage replacement vehicle would cost in the region of £15,000 to £18,000. The option of purchasing a vehicle would be far cheaper than hiring a taxis, leasing a vehicle or paying a mayor mileage allowance

The Town Clerk proposed Members delegate authorized powers to him to spend up to £28,000 for the purchase of a display vehicle and up to £18,000 for the purchase of a car.

Cllr Lloyd-Hayes informed Members that she has seen the fantastic displays delivered for the road show and it seemed unfair on the Officer responsible for the road show to be struggling with the current roadshow set up. She also informed Members that the City Council should be seen to be professional body which the purchase of such a vehicle to deliver the road show from would purport.

Cllr Lloyd-Hayes the recommendations as laid out in the Town Clerk's report. Cllr Tawn seconded the proposal.

Cllr Edwards viewed his concerns over the cost of purchasing both the vehicles and warned that one of the vehicles mentioned for the replacement mayoral car in the report should be avoided at all costs.

Cllr Griffiths asked that the Town Clerk explores the possibility of an electric car for the Mayor as there is an electrical hook up point over at the Shirehall.

The proposal was put to the vote. 14 Members voted in favour with one abstention.

**RESOLVED:**

**That the Council authorises the Town Clerk to verify prices currently available for a suitable display van to carry the Council's roadshow within a budget of £28,000.**

**That the Council authorises the Town Clerk to verify prices currently available for a suitable mayoral car within a budget of £18,000.**

**That having verified prices the Council authorises the Town Clerk to purchase the vehicles described above, assessing age, mileage, condition and price to obtain the best outcome for the Council and to make the necessary arrangements for parking, tax, insurance and the registration of drivers.**

**C2016/2017.25**

**TONGCHUAN**

Request to consider Tongchuan as a sister city.

The Town Clerk gave a brief overview of the request and the consumption of Officer time to move this forward. For this reason the Town Clerk requested a City Council mandate before any Officer time is allocated to such a request.

Cllr Tawn informed Members he was not in favour of this and cannot see any similarity between Tongchuan and Hereford or anything else to make him feel he would wish to go forward with this request.

Cllr Stevens also informed Members he was very against this request and spoke of the prison institution and human rights issues associated with the place.

Many Members echoed the same views in varying forms in relation to being against the request.

Cllr Tawn proposed the City Council do not follow this up and the Town Clerk writes to the sender of the request informing them of the City Council's decision. This was seconded by Cllr Edwards and unanimously

**RESOLVED:**

**Not to follow up the request to have Tongchuan as a sister City. The Town Clerk to write a letter to the sender of the request informing them of the resolution.**

**C2016/2017.26**

**TOWN CLERK'S COMMUNICATIONS**

Members received communications from the Town Clerk as follows:

- Volunteers event – All Members have an envelope with posters and flyers for the event, please ensure you place them on your ward noticeboards and distribute the flyers as appropriate.
- Planning minutes following Mayor Making are not on the agenda for good reason but are now available if anyone wishes to view the responses.

There being no more communications from the Town Clerk the following Members raised items of information they wished to pass on or request:

Cllr Edwards informed Members he had received communication from The Hereford Society for Aiding the Industrious in relation to the restoration work on John Venn's grave which has encountered a delay because Herefordshire council wish the group to restore the Canal Road end which was damaged by a drunk driver. The work is now due to commence in July this year.

Cllr Lloyd-Hayes asked for an update from the Town Clerk as to the current situation in relation to the lease and subletting issues to do with the proposed Tourist Information Centre.

Cllr Lloyd Hayes also informed Members she was not happy in relation to the changes with regard to the Town Hall and asked that the Town Clerk updates members on the current position.

Cllr Bushkes introduced to Members St James Primary School Council who were present at the meeting to get an insight in to how the City Council conducts its council meetings.

**C2016/2017.27**

**DATE OF NEXT MEETING**

Members noted the date of the next meeting as 21 JUNE 2016

There being no further business the Mayor called the meeting to a close at 6.45 pm.

Signed.....

Dated.....