

**THE RIGHT WORSHIPFUL THE MAYOR OF HEREFORD AND ALL MEMBERS OF
HEREFORD CITY COUNCIL**

You are hereby summoned to attend the meeting of the Council to be held in the Council Chamber, Town Hall, Hereford on TUESDAY 1st December 2015 at 6.00 pm at which the business set out below is proposed to be transacted.

Steve Kerry
Town Clerk

HEREFORD CITY COUNCIL

MEETING OF THE COUNCIL

The Council Chamber, Town Hall, Hereford

Tuesday 1st December 2015 at 6.00pm

PRAYERS

Prayers to be said by the Mayor's Chaplain, Rev Preb Paul Towner

A G E N D A

- 1. APOLOGIES FOR ABSENCE**
To receive apologies for absence submitted by Members of the City Council.
- 2. DECLARATIONS OF INTEREST**
To receive 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.
- 3. PUBLIC PARTICIPATION**
To receive any questions that may be put to the meeting by members of the public present
- 4. MINUTES** **APPENDIX 1**
To approve and sign the minutes of the Meeting of the City Council held on the 20th October 2015
- 5. MAYOR'S COMMUNICATION**
To receive such communications as The Right Worshipful the Mayor may desire to lay before the meeting.

- 6. INTERNAL AUDIT REPORT** **APPENDIX 2**
To receive and note the interim report of the Council's Internal Auditor.
- 7. COUNCIL TAX SUPPORT GRANT** **APPENDIX 3**
To receive the report of the Town Clerk and determine the Council's response.
- 8. NALC SUBSCRIPTION** **APPENDIX 4**
To receive the Town Clerk's report and determine the Council's response.
- 9. DRAFT MINUTES OF MEETINGS** **APPENDIX 5**
To receive for information and to note the draft minutes of committees held since the last meeting of Council. (These items are not for discussion beyond questions for clarification by the Chairman.)
- Governance and Procedures Committee 27th October **Appendix 5a**
- Finance and Policy Committee 3rd November **Appendix 5b**
- Planning and Highways Committee 4th November **Appendix 5c**
Planning and Highways Committee 25th November – to be laid on the table
- Community Development Committee 10th November **Appendix 5d**
Community Development (Grants) Committee 2nd November **Appendix 5e**
- 10. EXCLUSION OF PRESS AND PUBLIC**
- To consider excluding the press and public under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 to enable notes of a discussion of an item containing personal information regarding a member of staff to be considered.**
- 11. DRAFT MINUTES OF MEETING**
- Governance and Procedures Committee 27th October confidential minutes **Appendix 6**
- 12. RE-ADMISSION OF PRESS AND PUBLIC**
There being no more confidential business, to consider a motion to readmit the press and public for the remainder of the meeting.
- 13. REPRESENTATIVES OF OUTSIDE BODIES**
To receive reports from Councillors who have attended meetings of Outside Bodies as laid out below:
- a) **Municipal Charities** Cllrs Baker, Boulter, Hey and Lloyd-Hayes
- b) **Herefordshire Market Towns Forum** Cllrs Nicholls, Tawn and Wilcox
- c) **HALC Executive Committee** Cllrs Griffiths and Nicholls one vacancy

- d) **SAM** Cllrs Griffiths and Nicholls
- e) **The Enterprise Zone Stakeholder Group** Cllr Paul Stevens.
- f) **Three Choirs Festival** Cllrs Baker and Bushkes
- g) **Hereford Twinning Association**
(The Mayor automatically holds this post as President of the Association)
- h) **Hereford City Tourism Group** Cllr Lloyd-Hayes
- i) **Hereford in Bloom** Cllr Kenyon
- j) **NALC Larger Councils Committee** Cllr Wilcox
- k) **New Hereford University Working Group** – Cllrs Lloyd-Hayes and Stevens
- l) **Close House** Cllr Tawn
- m) **City of Culture Strategic Board** Cllr Hall
- n) **Business Improvement District Board of Management** Town Clerk

14. TOWN CLERK'S COMMUNICATIONS

To receive such communications as the Town Clerk provides for the information of Members of the Council.

15. DATE OF NEXT MEETING – 12th January 2016

DECLARATIONS OF INTEREST

Hereford City Council has adopted the Code of Conduct of Herefordshire Council pursuant to the Localism Act 2011. In terms of declarations of interest the following principles now apply.

1. The former distinction between prejudicial and personal interests has been replaced, and these terms should no longer be used. They will not be used in minutes.
2. Where a member has registered a financial or “pecuniary” interest in the register of interests held by the Monitoring Officer of Herefordshire Council, they must repeat this declaration when any item in which they have such an interest is on the agenda at any meeting they attend. Having made that declaration, they must fill in the register brought to each Committee and Council meeting and may not make any comment whatsoever while the item is under discussion. They may, if they wish, remain in the meeting to observe the debate.
3. Where a member has an interest which is sufficient to give rise to a reasonable expectation that they will not be able to consider a matter impartially, for example where they have a close personal relationship with a party involved, where they have made a public and unequivocal statement of their views etc, this is a disclosable, but non-pecuniary, interest. They should declare this interest at the start of the meeting and may remain in the room and speak (provided members of the public would also be allowed to speak on this item). Members who have declared an interest of this type may not, however, vote on the item to which their interest applies.
4. Where a member becomes aware of an interest during discussion they must declare it immediately and act accordingly.
5. Members of the Planning Committee should continue to resolve at the start of each meeting that their views are preliminary and that those who are members of Herefordshire Council reserve their final position until all representations and facts have been considered.

Steve Kerry
Town Clerk

**All enquiries concerning this agenda should be addressed to the Town Clerk,
Hereford City Council, Town Clerk's Office, Town Hall, St Owen Street, Hereford HR1 2PJ
Tel: 01432 260454 Fax: 01432 344063**