HEREFORD CITY COUNCIL

## MINUTES OF MEETING OF THE COUNCIL

**The Council Chamber, Town Hall, Hereford**

## TUESDAY 5TH DECEMBER 2017 at 6.00pm

**PRESENT:**  The Right Worshipful the Mayor, Cllr Sharon Michael and Cllrs Boulter, Dykes, Edwards, Hey, Kenyon, Nicholls, Stevens, Tawn and Wilcox.

**NOT PRESENT:** Cllr Rone.

**IN ATTENDANCE:** Steve Kerry – Town Clerk, Tracy Morriss – Deputy Town Clerk, Lesley Robinson – Administration, Finance & Information Officer.

**C2017/2018.79 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs Baker, Bushkes, Chappell, Griffiths, Lloyd-Hayes, Mansell and Tillett.

**C2017/2018.80 DECLARATIONS OF INTEREST**

None

**C2017/2018.81 PUBLIC PARTICIPATION**

 None

##### C2017/2018.82 MINUTES

Cllr Tawn proposed, seconded by Cllr Edwards and it was unanimously

**RESOLVED;**

**That the Minutes of the Meeting of the City Council held on the** **24th October 2017 be accepted as an accurate record and signed accordingly by the Mayor.**

**C2017/2018.83 MAYOR’S COMMUNICATION**

The Right Worshipful the Mayor reported that the Guild of Guides visited the Parlour last night and were very keen on the Museum idea and want to arrange a guided walk for members. They are also looking for volunteers to train as City Guides in January.

The Mayor also reported a letter from the Mayor of Jaworzno inviting members of the City Council over, plus an invitation due in January with more details to follow.

Vierzon have contacted the Mayor to advise that a party of children will be visiting in February and members were asked to please let the Mayor know if they are able to help with accommodation.

**C2017/2018.84 LARGE GRANT APPLICATION - REFERRAL FROM COMMUNITY DEVELOPMENT COMMITTEE**

 The Clerk reminded members of the procedure for larger grants, than the £3,000, delegated to Community Development Committee. He also asked

members to consider the additional information supplied regarding the financial position of the Hereford Cathedral Perpetual Trust which was confidential and should not be discussed outside the Chamber. Members not wishing to keep the notes securely were asked to return the information after the meeting.

In discussion, members noted that the proposal had been thoroughly examined by the Committee, but more information had been requested which had now been provided. Members should therefore be able to make a decision on the bid. The importance of the exhibition to the tourist numbers in the City was noted, with evidence from other sites that this would be of major benefit.

It was noted that a recent decision by the City Council to fund a new museum had been the subject of misinformed and adverse press comment therefore the news of this grant, if it is awarded, must be proactive. The Clerk responded that he had indeed provided the Hereford Times with an accurate account of the museum project before Councillor Tillett briefed them with partial information but, they had not got a system for reporters to log notes of interviews so, they had published the misinformation instead without realising they already had the facts. Members confirmed that, if a grant is to be made, the City Council will seek positive publicity and full acknowledgement from the Cathedral and/or Perpetual Trust. In this context it was noted that the City Council’s very substantial support of the Cathedral Close restoration had been very poorly acknowledged.

After the discussion it was proposed by Cllr Edwards, seconded by Cllr Kenyon and unanimously

**RESOLVED:**

**That a grant of £10,000.00 be made, as recommended by the Community Development Committee, to support the Weeping Window exhibition at the Cathedral, concentrating on the publicity element and with the City Council’s logo to be included on all publicity material.**

**C2017/2018.85 PROPOSAL FOR DECORATION TO THE HOARDINGS OUTSIDE THE TOWN HALL**

The Clerk reported that the hoardings, although they do nothing to enhance the appearance of the Town Hall, must be there to protect the scaffolding and people walking through the area. Contacts has been made with the Art College and there is some interest in a project to decorate the hoardings to make them more of a feature and less of a blight. Members discussed the extent to which the paintings could be used to advertise events or attractions, which is very limited given the need for listed building consent to advertise, and pure decoration would be easier to arrange. There was also some discussion of possible themes, but members felt this was best left to the Art College students to come up with proposals for. It was confirmed that the scaffolding will be in place until at least April 2018 when works might begin on the Town Hall, but even then, with works lasting eight weeks and scaffolding needing to remain in place while the works take place, the end of May is the earliest date when it might come down.

It was proposed by the Mayor, seconded by Cllr Tawn and unanimously

**RESOLVED:**

**That the Town Clerk be authorised to release up to £500.00 from the Street Scene budget to fund the Art College providing suitable artwork on the hoardings outside the Town Hall.**

##### C2017/2018.86 PROPOSAL FOR STREET SIGNS IN KING’S ACRE WARD

The Clerk reported that this had originally been a proposal to spend within the ward budget with fifty percent of the funding coming from the Police and Crime Commissioner. However, quite late in the project, after local people had signed up for it, the P&CC Local Ambassador had discovered that his delegated funding did not cover Neighbourhood Watch schemes. The full cost was above the limit set for items under delegated ward budgets, so the matter was before full Council for a decision.

One member queried whether Neighbourhood Watch schemes were still valid, and members confirmed they were, and that there was considerable local enthusiasm for this one. It was also noted that the signs must come with suitable brackets, or these must be added to the order to avoid embarrassment of having signs and no means of fixing them properly.

It was then proposed by Cllr Edwards, seconded by Cllr Kenyon and unanimously

**RESOLVED:**

**That the Town Clerk be authorised to release up to £750.00 for the King’s Acre ward budget to support the installation of signs to enable the creation of a Neighbourhood Watch within the ward.**

##### C2017/2018.87 DRAFT MINUTES OF MEETINGS OF THE COMMITTEES:

 The following draft minutes of committees were noted.

**Finance & Policy Committee:**

21st November 2017

**Planning & Highways Committee:**

19th October 2017

##### C2017/2018.88 EXCLUSION OF PRESS AND PUBLIC

It was proposed by the Mayor, seconded by Cllr Tawn and

**RESOLVED:**

**That the press and public be excluded as the next item will cause the disclosure of confidential information in accordance with the Public Bodies (Access to Meetings) Act 1960 s1 (2).**

**Governance & Procedures Committee:**

26th September 2017 (incl. confidential item)

31st October 2017 (Special Meeting - confidential)

The Clerk explained that as Councillor Chappell, the Committee Chairman, is unwell, he would clarify that there are two sets of minutes, one is partly confidential the other is wholly confidential. The staffing changes set out had been made, and John Marshall is now acting as part-time Mayor’s Secretary since Gill March declined to take part-time employment and has left the City Council.

The Mayor thanked the Deputy Town Clerk for assisting with the arrangements including the new shared diary and confirmed that the new Mayor’s Officer, Bob Tomkins and the part-time Mayor’s Secretary are doing a fantastic job and she is very happy with the support she is receiving.

In response to Cllr Edwards, the Clerk acknowledged that while the details of the departure of Gil March and the interim arrangements had required some discretion in the weeks immediately following the Committee’s decision, an announcement could and should have been made earlier about who was covering what role. He also confirmed that a saving will be made next year when a part-time post replaces a full-time one, and this year it is likely that the settlement costs will just about break even with the part year saving.

##### C2017/2018.89 READMISSION OF THE PRESS AND PUBLIC

It was proposed by the Mayor, seconded by Councillor Boulter and

**RESOLVED To readmit the press and public.**

**C2017/2018.90 REPRESENTATIVES OF OUTSIDE BODIES**

Reports were received from members who represent the City Council on the following bodies:

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| 1. **Municipal Charities (x 4 Members)** Cllrs Boulter, Hey and Lloyd-Hayes (plus one outstanding vacancy). Cllr Boulter reported no meetings, the Christmas lunch is next week and the next business meeting is in January.
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| 1. **Herefordshire Market Towns Forum (x 3 Members)** Cllrs Lloyd-Hayes, Nicholls and Wilcox. Cllr Nicholls reported that Richard Ball, Herefordshire Council Assistant Director, gave a presentation about devolution of services, indicating that the County Council is prepared to part with most buildings and assets, except where they generate income. He had suggested Mr Ball set up a task group re statutory and discretionary services or he might make a Freedom of Information request as, from 2020, City Council might be taking on a lot of services.
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| 1. **HALC Executive Committee (x 3 Members)** Cllrs Nicholls and Griffiths (plus one outstanding vacancy). There was nothing to report.
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| 1. **SAM (x 2 Members)** Cllrs Nicholls and Griffiths. There was nothing to report.
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| 1. **The Enterprise Zone Stakeholder Group (x 1 Member)** Cllr Griffiths, who was not present, no report.
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| 1. **Three Choirs Festival (x 2 Members)** Cllrs Bushkes and Nicholls. Cllr Nicholls reported that the Three Choirs Plus programme (including Gathering Wave) was not happening because the Music Pool had pulled out. He was concerned that the Cathedral are charging Three Choirs for every use of space. The Three Choirs Treasurer had confirmed 1,392 ticket sales within the City, some 6,000 within fifty miles of the City. The Clerk added that he had met Gene Dykes from the Three Choirs fundraising team and voiced City Council’s concern about the lack of a free event. There is also a divergence between Three Choirs and the Music Pool about whether a practical solution had been offered. There was some information about concession prices and a request for attenders to buy a ticket for a first timer to enter an event free. This would be considered further at the next meeting of the Finance and Policy Committee.
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| 1. **Hereford Twinning Association (x 1 Member)** The Right Worshipful the Mayor of Hereford. The Mayor expressedthe hope that City Council can decide in January if we wish to continue with work towards a possible twinning with Jaworzno.
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| 1. **Hereford City Tourism Group (x 1 Member)** Cllr Lloyd-Hayes, who was not present, no report.
2. **Hereford in Bloom (x 1 Member)** Cllr Boulter reported a meeting a couple of weeks ago. It had been suggested that the Rose Garden in Ledbury Road could be tended by the residents of the retirement village there and this was being actively pursued.
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| 1. **New Hereford University Working Group (x 2 Members)** Cllrs Lloyd-Hayes and Stevens. Cllr Stevens reported that Cllr Lloyd-Hayes had some communication with David Shepherd and has a document to share with members at next full Council.
2. **Close House (x 1 Member)** Cllr Kenyon reported a very successful AGM which would be producing a report for all members in due course.
3. **The BID group (x 1 Member)** Cllr Tawn had nothing to report. Cllr Edwards expressed concern about the new signs, in that they were out of keeping with the established signage and that we should try to keep to a house style for the centre of Hereford. Cllr Tawn responded that the first signs were up as examples for consultation. The Clerk reported that he had asked for the TiC *“i”* symbol to be on all signs and that further comments could be collated at Planning Committee for a Council response.
4. **Magna Carta Committee (x 1 Member)** Cllr Nicholls reported that the title had changed to Celebration Coordination Group and was now expanding, for example, to look into ways of capitalising on the Weeping Window art installation.
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**C2017/2018.91 TOWN CLERK’S COMMUNICATIONS**

The Clerk asked members to note that the tax base figure had not been received from Herefordshire Council, so consideration of the proposed budget would be deferred until the New Year.

He also reported that two of the designated cheque signatories were out of the City more often than had previously been the case and sought members’ authorisation to appoint two additional signatories, who had already agreed to be nominated. In response it was proposed by Cllr Kenyon, seconded by Cllr Wilcox and unanimously

**RESOLVED:**

**That Councillors Boulter and Chappell be added to the cheque signatories.**

The Clerk reported that he had been in discussion with the Curator of the TA Museum at Harold Street and the Electoral Services Manager and it would be possible to mount an exhibition reflecting the history of Herefordshire’s regiments through the ages, or at least since the mid-nineteenth century, in the space to the side of the main entrance to the Town Hall that is available to the City Council under the existing lease. This would require no, or minimal, expenditure as the display screens etc. would be demountable and probably obtained free from Herefordshire Council surplus stock. The exhibition might also reflect the centenary of the founding of the Royal Air Force, and possibly items reflecting Herefordshire’s association with Special Forces, although this would be extremely limited given the covert nature of their work. The space could be used as a flexible display area for other topics and a paper was being drafted for Community Development Committee to reflect this.

**C2017/2018.92 DATE OF NEXT MEETING**

Before confirming the date of the next meeting, the Mayor asked all members, who had not responded to invitations to the Christmas dinner on 15th December, to do so as soon as possible.

The next Council meeting confirmed as TUESDAY 30TH JANUARY 2018.

There being no further business, the meeting was closed at 6.51pm

Signed ……………………………………………………….

Date ………………………………………………………….