HEREFORD CITY COUNCIL

## MINUTES OF THE MEETING OF THE COUNCIL

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

## TUESDAY 14 APRIL 2015 at 6.00pm

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

**NOT PRESENT:** Cllr Kay.

**C2015/2016.1 APOLOGIES FOR ABSENCE**

Members received apologies for absence submitted from Cllrs Nenadich, North and Vaughan-Powell.

**C2015/2016.2 DECLARATIONS OF INTEREST**

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 were received by Members.

**C2015/2016.3 PUBLIC PARTICIPATION**

There were no questions put to the meeting by members of the public present.

##### C2015/2016.4 CAB

##### Members received an annual report from Claire Keetch in relation to the CAB and their annual funding award from the City Council.

Mrs Keetch referred to the report which had been circulated to Members prior to the commencement of the meeting.

Mrs Keetch referred to the calculation of financial outcomes on the back page of the report and explained how these figures are calculated. She also referred to the four main enquiry areas and referenced the top most common issues in each list.

Mrs Keetch explained to Members that 46% of their clients are disabled or have long term health conditions and 58% had a household income of less than £1,000 per month.

Mrs Keetch explained that the CAB had been audited this year for the first time and past the audit with the quality advice section putting them in top 7% of the CAB’s countrywide. Mrs Keetch explained that the Herford CAB is honoured to be shortlisted for the Institute of Money Advisors award which they will be attending next week.

Mrs Keetch continued to explain how Herefordshire Council took the decision this year to end the grant they award to the CAB. Herefordshire CAB is now only one of five CAB’s in the whole of England and Wales not to receive funding from their local authority. Mrs Keetch continued to explain how raising money has always been part of the financial viability but this means now they have to find even more. Most of the organisations they receive money from

is for specific projects which does not assist with the general day to day services they provide and need funding for.

Cllr Andrews asked if the CAB had been successful with the care contract application. Mrs Keetch advised Members she could not comment on this subject at this present moment in time.

Cllr Toon referred to the Monmouth CAB which closed this week and asked what impact, if any would result from that closure. Mrs Keetch informed Members that any CAB that closes in a locality will have an impact elsewhere. When Hereford CAB reduces their services; as will be happening; that will have an impact on other CAB’s.

Cllr Wilcox stated that the CAB knew their funding was going to be reduced and withdrawn a couple of years ago so the CAB should have been preparing for this. Cllr Wilcox also asked why Members had not been provided with balance sheets as part of the information provided and requested the City Council receive a balance sheet to support the information provided.

Much discussion continued over the CAB’s financial spending and forecasts and concluded with Cllr Wilcox requesting that when the balance sheet in sent through to the City Council it also includes a spending flow chart.

Members asked about the volunteers who work under the CAB. It was explained how the volunteers are trained and what the training involves and how volunteer training is now delivered as group training to reduce costs. Some volunteers have also been trained as supervisors to increase capacity and efficiency.

The Mayor thanked Mrs Keetch for her presentation and she left the room.

Cllr Chave proposed the release of the £10,000 annual grant award. This was seconded by Cllr Kenyon.

Cllr Toon stating the award of funding was not an item on the agenda and so could not be voted on. Members and the Town Clerk pointed out that consideration of the annual funding award was clearly stated on the agenda. Cllr Toon then commented that there was no reference to an amount on the agenda and this needed to be addressed in future. Cllr Edwards stated that year on year the City Council award £10,000; which is identified and agreed in the budget; following the approval of the Hereford CAB annual report.

The vote was taken and it was unanimously

**RESOLVED:**

**To release the CAB annual £10,000 grant award for the financial year 2015-2016.**

##### C2015/2016.5 MINUTES

##### Cllr Chave referred to minute number 123 informing Members of a typo which read campaign for RED ale instead of REAL ale.

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With the amendment agreed it was proposed by Cllr Chappell, seconded by Cllr Wilcox and unanimously

**RESOLVED:**

**To approve the minutes as a true and accurate account of the meeting and Chairman duly sign, initial and date the minutes of the Meeting of the City Council held on the 24 February 2015**.

**C2015/2016.6 MAYOR’S COMMUNICATION**

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

The Mayor referred to a letter from Jim laws in relation to the 70th anniversary of VE Day and asked that Members disseminate the information to their communities.

**C2015/2016.7 GRANT FOR THREE CHOIRS**

#####  Members received an oral report on the funding allocation from Town Clerk.

The Town Clerk gave a brief overview of the Three Choirs Festival and the City Council’s involvement during Three Choirs week. He informed Members that the grant for the Three Choirs Festival 2015 is higher than previous years as it was agreed that being the 300th anniversary of the festival additional provision/events may be planned. Normally the Three Choirs Festival would invoice the City Council in July for the cost of delivering one of the concerts during the Three Choirs week but this year they would like to request the funding is released earlier and ask Members to consider the release of the £36,000 grant funding award at this meeting tonight.

Cllr Andrews proposed to release the grant award. This was seconded by Cllr Kenyon but asked that this grant is reviewed in the future. It was unanimously

**RESOLVED:**

**To release the grant award of £36,000 to the Three Choirs Festival and to consider future funding awards at a later date.**

##### C2015/2016.8 BELGIUM FLAG

Members received an oral report from Town Clerk.

The Town Clerk reported on the following:

The replica of the Belgium flag to be hung in the Chamber is in progress.

Mr dove has been successful in achieving some money from the Belgium Embassy; a sum of up to three thousand pounds or 50% for the restoration costs; of the flag currently on display in the chamber.

The Town Clerk told Members they need to decide; does the City Council let the flag fade gracefully away in to dust or go forward with the restoration of the flag whilst the City Council has the offer from the Belgium Embassy.

Cllr Edwards reported that at previous Finance & Policy meetings there had been some misgivings about supporting the scheme twice firstly in providing of a plaque and the hanging of the new gifted flag and secondly in conserving the flag already on display in the Chamber.

It is imperative the City Council know what the ceiling of the cost would be before it considers awarding any more funding.

The Town Clerk clarified to Members that until the casing is opened it will not be clearly apparent how much work needs to be done and the cost. All that can be provided is a ball park figure of between £3,000 - £6,000.

There was some discussion around the fact that it will take hundreds of years before the flag turns to dust; its current appearance is satisfactory; can the City Council really justify spending money on this at this present time.

Cllr Toon proposed to go ahead with the restoration of the flag in the Chamber. This was seconded by Cllr Oliver. Put to the vote 6 members voted in favour. 6 Members abstained from voting.

 **RESOLVED:**

**To proceed with the restoration of the flag in the Chamber whilst there was the offer from the Belgium Embassy to cover 50% of the costs up to £3,000 in value.**

##### C2015/2016.9 HEREFORD THREE CHOIRS FESTIVAL - HIRE OF THE ST MARTINS 2 CAR PARK

Members received an oral report from Town Clerk.

##### The Town Clerk gave a brief over view relating to the use of the St Martins Street 2 car park for chorus during Three Choir Festival rehearsals and the request for City Councils approval in support of this use.

Cllr Preece explained that ward members had been consulted by two other bodies and had made their representations which covered the following:

* The Car Park is rarely busy during week, but is at weekends
* Has anyone assessed if there are any swimming galas happening during this period and the parking that would be required to support those galas
* Coaches use this car park and the impact in relation to that should be considered.

Cllr Kenyon informed Members in his opinion night time parking and Sunday parking charges should be removed and parking at those times should be free of charge, all these charges are doing are congesting our streets with parked cars and repelling business from the City during these hours and this needs to be raised with Herefordshire Council.

Members echoed these views and felt this should be pushed forward after the elections.

Cllr Preece proposed, seconded by Cllr Chappell unanimously

**RESOLVED:**

**The Town Clerk to respond to Herefordshire Council’s consultation stating the City Council is happy for the car park to be used by the Three Choirs Festival providing the following had been considered:**

* **Consideration has been given to any swimming galas taking place during this period and the amount of parking that would be required to support those galas.**
* **The impact on parking for coaches and/or the prevision of alternative coach parking should be considered if required.**

##### C2015/2016.10 DRAFT MINUTES

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Members noted the draft minutes of the Meetings of the Community Development Committee held on the 2 March & 10 March 2015

Members noted the draft minutes of Finance & Policy Committee held on the 17 March 2015.

Members noted the draft minutes of Governance and Procedures Committee held on the 31 March 2015.

Members noted the draft minutes of Planning Committee held on the 18 March & 8 April 2015

Cllr Andrews asked that the Committee’s thanks are passed on to the Committee Clerk for her hard work and how the committee appreciate all she has done. The committee very much look forward to her return to work.

**C2015/2016.11 EXCLUSION OF PRESS AND PUBLIC**

 To consider excluding the press and public under the Public Bodies (Admission to Meetings) Act 1960 section 1(2) as the next two items of business involve the disclosure of personal details.

Cllr Chappell proposed, seconded by Cllr Preece and unanimously

**RESOLVED:**

 **Excluding the press and public under the Public Bodies (Admission to Meetings) Act 1960 section 1(2) as the next two items of business involve the disclosure of personal details.**

**C2015/2016.12 MAYOR’S COMMENDATION**

Members received and considered the confidential updated report from the Town Clerk and recommendations of the Governance and Procedures Committee 31 March 2015.

The Town Clerk gave a brief overview of his report and the committee's recommendation.

Cllr Edwards viewed his concerns about not knowing the full details and spoke of the matters he was most concerned over.

Cllr Chappell responded to dispel those concerns.

Members echoed the words of Cllr Chappell.

Cllr Kenyon proposed 3.1 and 3.2 of the recommendations. This was seconded by Cllr Nicholls and put to the vote. 12 Members voted in favour with 2 abstentions.

**RESOLVED:**

**To accept and approve recommendation 3.1 and 3.2 contained within the report.**

**C2015/2016.13 MAYOR’S COMMENDATION PROPOSAL**

Members received and considered the confidential report and recommendations from the Governance and Procedures Committee 31 March 2015.

The Town Clerk gave a brief overview of his report and the recommendations from the Governance & Procedures committee.

Cllr Wilcox reported that he endorses the Town Clerk’s report and the recommendations of the committee and proposed the recommendation contained within the report.

Cllr Edwards seconded the proposal echoing the words of Cllr Wilcox

Many Members followed in echoing the words from the above.

Cllr Kenyon asked if the rest of the team behind said person could be recognized in some form and invited to a reception and to meet the City Council.

It was unanimously

**RESOLVED:**

**To accept and approve recommendation 3.1 contained within the report.**

 At the conclusion of this item the Press and Public are invited to return to the Chamber.

**C2015/2016.14 REPORTS FROM REPRESENTATIVES OF OUTSIDE BODIES**

Members received reports from members who have attended meetings of Outside Bodies as follows:

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| 1. **Municipal Charities (Cllrs Polly Andrews, Aubrey Oliver and Anna Toon)**
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| Cllr Andrews informed Members there was nothing to report. |
| 1. **Herefordshire Market Towns Forum (Cllrs Polly Andrews, Charles Nicholls & Brian Wilcox)**
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| Cllr Wilcox informed Members the main subject of the meeting had been section 106 money issues. Herefordshire Council to address those issues. |
| 1. **HALC Executive Committee (Cllrs Anna Toon, Carwardine & Vaughan-Powell)**
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| Cllr Toon informed Members she had emailed late the minutes to the Civic and Community Development Officer and asked that she email them out to Members following this meeting.Cllr Toon gave a brief synopsis of those meetings. |
| 1. **SAM (Cllrs Anna Toon & Carwardine )**
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| As above |
| 1. **The Enterprise Zone Stakeholder Group (Cllr Tawn)**
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| Cllr Tawn informed Members there was nothing to report. |
| 1. **Three Choirs Festival (Cllrs Liz Chave & Jason Kay)**
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| Cllr Chave informed Membersthe next committee meeting is tomorrow. She thanked the City Council for the thirty six thousand pound grant on behalf of the committee and advised Members there were still opportunities for more funding and for volunteering and urges everyone to support the festival and Three Choirs Plus. Cllr Chave reported that she has thoroughly enjoyed her time working with the committee which is an opportunity she probably would not have had the chance of if she had not been a Member of the City Council. |
| 1. **Hereford Twinning Association (The Mayor)**

The Mayor informed Members there was nothing to report. |
| 1. **Hereford City Tourism Group (Cllr Chave with Cllr Tawn as reserve)**

Cllr Chave informed Members of the newly produced Hereford City Tourism leaflets and thanked the Finance Officer for assisting in their distribution as far as Tenbury and Tracy for their dissemination at the NEC and in the City and Belmont.1. **Hereford in Bloom (Cllr Kenyon)**

Cllr Kenyon gave a brief overview of the veteran poppy man project and reported the return of Trevor Swindells. |
| 1. **NALC Larger Councils Committee (Cllr Wilcox)**

Cllr Wilcox informed Members that the next meeting was on 28 April 2015. |
| 1. **New Hereford University Working Group (Cllrs Tawn and Toon)**

Cllr Toon informed Members there was nothing to report. 1. **Close House (Cllr Wilcox)**
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Cllr Wilcox reported on some financial constraints.

**C2015/2016.15 TOWN CLERK’S COMMUNICATIONS**

Members received communications from the Town Clerk as follows:

* Council Tax Referendum letter.
* Re launch of Visit Herefordshire tomorrow at the Three Counties Hotel at 10.30 am.
* Any cheque signatories present are asked to see Lesley at close of meeting.

Cllr Edwards reported to Members that recent information he had received allowed up to 10 properties to be built at any one time without a company having to forfeit 106 money.

Cllr Edwards also reported that the restoration of the High town paving was being delivered in three phase. The issue in relation to the lettering will be dealt with in the first stage.

**C2015/2016.16 DATE OF NEXT MEETING**

Members noted the dates of the next meetings are:

 ANNUAL MEETING OF THE COUNCIL 18 MAY 2015

 ROUTINE MEETING OF THE COUNCIL 26 MAY 2015

The chairman thanked members for their support over the past year. There being no further business the Chairman closed the meeting at 7.22 pm.

Signed…………………………………………………………………………………………………………

Dated…………………………………………………………………………………………………………..