HEREFORD CITY COUNCIL

## MINUTES OF THE MEETING OF THE COUNCIL

## TUESDAY 26 MAY 2015

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

**C2015/2016.17 APOLOGIES FOR ABSENCE**

Members received apologies for absence from Cllrs Boulter, Hey and Rone.

**C2015/2016.18 DECLARATIONS OF INTEREST**

Members received 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 from Cllr Lloyd-Hayes in relation to the Skate Park - non disclosable interest.

**C2015/2016.19 PUBLIC PARTICIPATION**

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

##### C2015/2016.20 MINUTES

##### Cllr Tawn informed Members that in relation to item AMC2015.2 the Mayor was born in Hereford not Hunderton; but he did live in Hunderton. On the agreement of Members of the council the Town Clerk amended the wording from Hunderton to Hereford.

Cllr Kenyon proposed to approve and sign the minutes of the Meeting of the City Council held on the 14 April 2015 and the Annual Meeting of the Council 18 May 2015. This was seconded by Cllr Michael 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 14 April 2015 and the 18 May 2015**.

**C2015/2016.21** **MAYOR’S COMMUNICATION**

There wereno communications from The Right Worshipful the Mayor.

##### The Mayor requested Members approval to move item 16 on the agenda to this point in the meeting. Members were happy to move the item.

**C2015/2016.22** **SKATE PARK LEASE – WHEELED SPORTS 4 HEREFORD**

Membersconsidered a report and recommendations from the Town Clerk.

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

Cllr Edwards informed Members of the privilege he felt to have Brian Stephens at the meeting and expressed his regards for Mr Stephens and Cllr Toon and how they drove this project forward. Well done to Wheeled Sports 4 Hereford.

Cllr Edwards then proposed the recommendations as laid out in the Town Clerks report. This was seconded by Cllr Chappell and echoed by Cllr Kenyon and unanimously

**RESOLVED:**

**That Council approves the surrender of the head lease on Holmer Skate Park to enable a new asset transfer agreement to be entered into between Herefordshire Council and Wheeled Sports 4 Hereford.**

**That the Council agrees to the Town Clerk signing and sealing the necessary documents to give effect to this surrender.**

#####  The Mayor thanked Mr Stephens for his time and he left the Chamber.

##### C2015/2016.23 CODE OF CONDUCT

Members considered the adoption of the recently updated Code of conduct as laid before them.

It was proposed by proposed Cllr Tawn, seconded by Cllr Wilcox and

**RESOLVED:**

##### Members approve the adoption of the recently updated Code of conduct as laid before them.

##### C2015/2016.24 STANDING ORDERS

Members considered the adoption of the Standing Orders as laid before them.

Cllr Edwards expressed his view in relation to the request for Councillors to wear their robes at full council.

The Mayor explained the reason behind the request for Councillors to wear robes and that it is not something that can be enforced, but that Members are asked to comply with the committee decision.

Cllr Kenyon echoed Cllr Edwards views.

Cllr Michael proposed approval and adoption of the Standing Orders. This was seconded by Cllr Kenyon and unanimously

**RESOLVED**

##### Members approve the adoption of the Standing Orders as laid before them.

**C2015/2016.25** **FINANCIAL REGULATIONS**

Members considered the approval and adoption of the Financial Regulations as laid before them.

 Cllr Edwards proposed, seconded by Cllr Tawn and unanimously

**RESOLVED**

##### Members approved and adopted the Financial Regulations as laid before them.

##### C2015/2016.26 ADOPTION OF THE GENERAL POWER OF COMPETENCE

Resolution to re-affirm.

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##### Cllr Kenyon proposed adoption of the General Power of Competence, seconded by Cllr Wilcox and unanimously

**RESOLVED:**

**That the Council meets the criteria set out in the Localism Act 2011 Sections 1-8 and the Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 and accordingly resolves to adopt the General Power of Competence.**

##### C2015/2016.27 CHEQUE SIGNATORIES & BANK RECONCILIATION

##### Members considered and approved nominated Members of the Council for the above.

Members agreed all signatories still on the Council from the previous administration should continue which left one signatory required. Cllr Tawn proposed the Mayor be a signatory based on the fact that as Mayor you are frequently in the building and so available for the signing of cheques. This was seconded by Cllr Michael.

Cllr Kenyon proposed Cllr Lloyd-Hayes as a signatory. This was seconded by Cllr Chappell.

Cllr Edwards suggested that if Cllr Nicholls, as Mayor, was to become a cheque signatory someone should replace Cllr Nicholls as being responsible for the bank reconciliations. Cllr Edwards proposed Cllr Wilcox stands down as a bank signatory and becomes responsible for the bank reconciliations. This was seconded by Cllr Kenyon.

 Members took a vote on the above three proposal and it was unanimously

 **RESOLVED**

**The Mayor and Cllr Lloyd-Hayes are approved as bank signatories for the City Council.**

**Cllr Wilcox will stand down as a bank signatory and be responsible for the approval of the bank reconciliations.**

**C2015/2016.28** **DIRECT DEBITS**

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

**RESOLVED**

**That Members re-affirmed the use of direct debits.**

**C2015/2016.29** **PROCUREMENT CARD**

##### It was proposed by Cllr Tawn, seconded by Cllr Edwards and unanimously

 **RESOLVED**

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

**C2015/2016.30** **AFFILIATION TO HVOSS**

Cllr Wilcox informed Members that he had a non disclosable interest in this item as his wife is the Chairman of the board.

Members expressed their views in relation to the importance of HVOSS through the services and support they provide to the volunteers, community groups and charitable organisations within our communities.

Cllr Kenyon proposed, seconded by Cllr Edwards and unanimously

**RESOLVED**

 **That Members agree and confirm the continued affiliation to HVOSS**

**C2015/2016.31** **COMMITTEE MEMBERSHIP**

 **RESOLVED**

 **Elected Members to sit on the City Council’s committees are as follows:**

 **FINANCE AND POLICY COMMITTEE** – 9 Members

 Cllrs Baker, Boulter, Edwards, Hall, Michael, Rone, Tawn and Wilcox.

One vacancy pending.

 **COMMUNITY DEVELOPMENT COMMITTEE** – 11 Members

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

 **GOVERNANCE AND PROCEDURES COMMITTEE** – 8 Members

 Cllrs Chappell, Hall, Kenyon, Mansell, Tawn and Wilcox.

Two vacancies pending.

 **PLANNING AND HIGHWAYS COMMITTEE** – 8 Members

 Cllrs Boulter, Hall, Hey, Lloyd-Hayes, Mansell, Michael, Stevens and Tawn.

It was requested that the Members names for the relevant committee are included on the summons for the agenda.

**C2015/2016.32 REPRESENTATIVES OF OUTSIDE BODIES**

**RESOLVED**

**Members appointed represents of the City Council on the following bodies.**

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| 1. **Municipal Charities (x3)**
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| Cllrs Boulter and Kenyon (One vacancy pending) |
| 1. **Herefordshire Market Towns Forum (x3)**
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| Cllrs Nicholls, Tawn and Wilcox |
| 1. **HALC Executive Committee (x3)**
 |
| (Three vacancies pending) |
| 1. **SAM (x2)**
 |
| (Two vacancies pending) |
| 1. **The Enterprise Zone Stakeholder Group (x1)**
 |
| Cllr Paul Stevens.  |
| 1. **Three Choirs Festival (x 2)**
 |
| Cllrs Lloyd-Hayes and Bushkes  |
| 1. **Hereford Twinning Association (x1 normally the Mayor)**
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| The Mayor automatically holds this post as President of the Association |
| 1. **Hereford City Tourism Group (x 1)**

Cllr Baker 1. **Hereford in Bloom (x1)**

Cllr Kenyon  |
| 1. **NALC Larger Councils Committee (x 1)**

Cllr Wilcox as elected to the committee until December 2015 |
| 1. **New Hereford University Working Group (x 2)**

Cllrs Lloyd-Hayes and Stevens 1. **Close House (x 1)**

Cllr Tawn 1. **Buttermarket Project Management Group (x 1)**

As a member of planning the Planning Committee, Cllr Michael.  |

Members asked about a representative to sit on the BID Group. It was explained to Members that as of yet the City Council have not been asked for a representative to sit on this group but that Cllr Tawn is a Member in another capacity and so can keep the City Council regularly updated. The Town Clerk was asked to speak to the group in relation to City Council representation on the group.

**C2015/2016.33 TOWN CLERK’S COMMUNICATIONS**

Members received communications from the Town Clerk as follows:

* Request for Members to remember their agendas for Community Development and Planning.
* Shafi Milad – dealing road safety issues in relation to schools. The Town Clerk informed Members he was very happy to attend meetings in relation to these issues if Councilors’ wished him to do so.
* Saxon Gate - by-election on the 25 June 2015
* Glenda Vaughan-Powell has resigned from her elected post. Elections have been notified.
* New members - Order of Seniority to be decided in the committee room at the close of this meeting.

**C2015/2016.34 DATE OF NEXT MEETING**

 Members noted the date of the next meeting is 23 JUNE 2015

There being no further business the Mayor called the meeting to a close at 7.30 pm.

Signed………………………………………………………………………………………….

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