**HEREFORD CITY COUNCIL**

**MINUTES OF THE MEETING OF THE COMMUNITY DEVELOPMENT COMMITTEE**

**TUESDAY 20 September 2016**

**PRESENT:** Cllrs Boulter, Bushkes, Edwards, Hall, Hey, Kenyon, Lloyd-Hayes, Mansell, Michael and Nicholls.

**NOT PRESENT:** Cllr Rone

**CD2016/2017.48 APOLOGIES FOR ABSENCE**

Members received apologies for absence from Cllr Baker.

**CD2016/2017.49 APPOINTMENT OF SUBSTITUTES**

There were no appointments of substitute members.

**CD2016/2017.50 DECLARATIONS OF INTEREST**

Members received declarations of interest under the Herefordshire Code of Conduct pursuant to the Localism Act 2011 from Cllr Bushkes in respect of item 8 on the agenda as he is the Manager Director of the Core and Cllr Kenyon in relation to item 8 on the agenda as he is a Director of the Core.

**CD2016/2017.51 MINUTES OF PREVIOUS MEETING OF THE COMMITTEE**

Members received and confirmed the minutes of the meeting of the Community Development Committee held on the 19 JULY 2016.

Cllr bushkes proposed, seconded by Cllr Edwards and unanimously

**RESOLVED:**

**The minutes of the meeting of the Community Development Committee held on 19 July 2016 are a true and accurate account of the meetings and be duly initialled, signed and dated by the Chairman.**

**CD2016/2017.52 HIGH TOWN CHRISTMAS TREE AND CHRISTMAS ENTERTAINMENT**

Mr Mike Truelove from Hereford Business Improvement District did not did not attend the meeting. Members were informed Mr Truelove had been reminded about attending the meeting by email prior to the meeting which he had responded to confirming his attendance.

Members were not happy Mr Truelove had failed to attend a second meeting to give them a report on the BID’s plans for the City Centre in the run up to Christmas and Members requested officers ensure Mr Truelove provides a written report to be circulated via email to members.

The Town Clerk gave a brief oral report on plans for the run up to Christmas.

**CD2016/2017.53 CLOSE HOUSE – ANNUAL REPORT – REQUEST FOR RELEASE OF THEIR ANNUAL GRANT AWARD £10,000.**

Members received a presentation from Mr Ben Lea and two young people from Close House and the annual report as circulated with the agenda and considered a request to release the annual £10,000 grant award.

The presentation covered the following points:

* 494 people have come through the doors of Close House over the last year
* Cost £140,000 to run Close House a year.
* Support Close House provides for young people on an ongoing basis.
* Co-ordinate with schools and other bodies such as the police etc.
* The different projects Close House have delivered over the year.
* The Epics are sponsored by the Police and Crime Commissioner.
* Members viewed a 3 minute video on a film the young people from Close House had made which had taken in to schools about bullying.

The Chairman asked Members if they had any questions which covered the following:

* Members spoke very highly of Close House and the work they do.
* Cllr Bushkes proposed to Members for future years to increase the annual grant award to £15,000
* Members recorded their experiences of working alongside the EPIC's through various community events
* Cllr Edwards seconded Cllr Bushkes proposal to increase future annual grant awards to £15,000
* Members spoke about issues in relation to national funding and the lack of funding available to support the type of work Close House do.
* Cllr Kenyon asked if Close House would rather have a larger grant or would rather the option to submit grant applications to the City Council to support specific projects they otherwise could not get funding for.

Cllr Kenyon proposed to release the annual £10,000 grant award and recommend to Council to increase the annual grant award to £15,000 for future years which can then be built in to the budget. This was seconded by Cllr Lloyd-Hayes and unanimously

**RESOLVED:**

**To release the annual £10,000 grant award and recommend to Council to increase the annual grant award to £15,000 for future years which can then be built in to the budget.**

**CD2016/2017.54 HEREFORD COMMUNITY LAND TRUST – COMMUNITY GROUP START UP GRANT - REQUEST FOR £300** (Community Start Up Grant Application)

Members considered a community group start up grant award in relation to the above group.

Cllr Kenyon proposed the £300 requested in the application. This was seconded by Cllr Mansell.

Concerns were raised by Members following a presentation to Council from the group that they were not looking to form a constituted group in the immediate future. The purpose of the community start up grant was to support groups of individuals to become a constituted group.

Members discussion covered the following:

* Important aspect of any group is to become constituted. If they are not they cannot set up a bank account, access funding and have no guidelines by which they conduct their business.
* The group already receives free room hire at the palace.
* Members expressed their desire that this group should be constituted.

Cllr Kenyon’s proposal was put to the vote and it was unanimously

**RESOLVED:**

**To award the £300 grant award.**

**CD2016/2017.55 THE CORE – COMMUNITY KITCHEN IMPROVEMENTS - REQUEST FOR £3,000** (Community Grant Application)

Members received a presentation from Cllr Bushkes and considered a grant award in relation to the above grant application.

Cllr Bushkes firstly showed a short film about the Core, the facility and the different community group, clubs and individuals who use the facility. His presentation to Members then covered the following points:

* A brief history of the Core from its humble beginnings to the present day.
* The plans going forward.
* The ethos behind the community kitchen.
* Support from various organisations and the donations they have already received for the construction/installation of the kitchen.
* Work that has already commenced installing the kitchen and equipment kindly donated.
* Outcomes from this project: increased sustainability, to promote of healthy choices and increased options for engaging with the community.

Members questions/comments covered the following:

* Asked about the Law and policies and procedures for running a professional kitchen and food hygiene certification.
* The landlord benefitting from improvements made to his building. Mr Bushkes confirmed that most of improvements made to the building are removable.
* Members applauded the excellent work achieved so far.

There being no further questions Cllr Bushkes left the room.

Cllr Nicholls proposed the grant award. This was seconded by Cllr Michael.

Cllr Kenyon informed Members he would be abstaining from any vote on this item.

The proposal was put to the vote and it was

**RESOLVED:**

**To award the £3,000 grant to cover costs for the installation of the flooring as identified in the grant application**

This item having been concluded Cllr Bushkes returned to the room.

**CD2016/2017.56 GRANT COMPLETION FORMS.**

Members received and noted an oral report from the Civic and Community Development Officer confirming the below group had spent their grant award in line with that which it was awarded.

* **BOBBLESTOCK AND WESTFIELDS COMMUNITY ASSOCIATION - GRANT COMPLETION FORM -** Grant Award of £2,628 for a football pitch and equipment. Awarded July 2015.

**CD2016/2017.57 DATES FOR FUTURE GRANT SPECIFIC MEETINGS**

Members received and considered a compilation of dates for receiving and considering all future grant applications.

Cllr Kenyon informed Members that he was not happy about changing the meetings for considering grant applications back to Mondays at 10am.

The Chairman and Members of the Committee explained to Cllr Kenyon that this decision had been discussed and agreed by Members at the last meeting of the Community Development Committee.

The discussion continued.

Cllr Edwards proposed the dates, seconded by Cllr Michael.

The proposal was put to the vote. 7 Members voted in favour. 1 Member voted against. Two Members abstained.

**RESOLVED:**

**Members agree the dates for future grant meeting of the Community Development Committee as laid out in the appendix attached to the agenda.**

**CD2016/2017.58 COMMEMORATIVE BENCHES**

Members received and considered a report and recommendations from the Town Clerk.

The Town Clerk gave a brief overview of his report and his recommendations.

Cllr Kenyon spoke in favour of the recommendations.

Cllr Edwards informed Members that he supports proposal but would like to see all the benches installed at the same time.

Cllr Kenyon asked to increase number of benches to be installed from two to three as St Martins Church would also like one of the identified benches to be installed on their site.

The proposal was seconded by Cllr Edwards and it was unanimously

**RESOLVED:**

 **That the Committee approves the installation of three Falklands commemorative benches, one at a site adjacent to the SAS barracks in Credenhill Parish, one at a location in the City and one at St Martins Church, to be funded from the Streetscene budget.**

**That if site conditions permit, a suitable plaque or tablet be placed near the bench, or attached to it, as described above.**

**That the positive support of Credenhill Parish Council be sought for the bench in their parish, and that this be recognised in any acknowledgment or press releases.**

**CD2016/2017.59 HEREFORD IN BLOOM**

Members received and considered a report and recommendations from the Town Clerk.

The Town Clerk gave a brief overview of his report informing members that many of the issues encountered previously had now been removed since the new Chair of the group had taken office.

Members concluded that it was a good idea to use any unspent money from this year’s budget to pretty up other areas within the City.

Cllr Michael proposed, seconded by Bushkes the recommendations from the Town Clerk. This was put to the vote and it was unanimously

**RESOLVED:**

**That the Committee congratulates HiB on achieving a very good display for the judges despite a particularly difficult year.**

**That the Committee notes that the Clerk is currently negotiating with Countrywide for a very significant reduction in the outstanding invoice noting the poor performance of their local concessionaire.**

**That the Committee agrees that the unspent balance from 2015/2016 of £16,000 is retained, and together with any balance remaining from this year’s budget is used to establish a Green Projects Reserve for 2017/18 and recommends this course to be included in the budget setting process for the coming financial year.**

 Cllr Hall left the meeting.

**CD2016/2017.60 EQUIPPING THE ROAD SHOW**

Members received and considered a report and recommendations from the Town Clerk.

The Town Clerk gave a brief overview of his report and recommendations.

Member’s discussion covered the following points:

* Members think the installation of a digital display device with interactive facilities is a good idea.
* Cllr Bushkes informed Members he had researched the identified equipment and the options put forward are stunning bits of kit.
* Cllr Edwards asked it be minuted: a huge thank you to the Civic and Community Development Officer for her foresight and vision in relation to the road show vehicle. He encouraged that Members view the vehicle as the work, design and livery that has been carried out to date looks great.
* Need for another iPad to use for consultations conducted when out with the roadshow.
* Consideration that a new ipad has 3/4G.
* Caution in relation to iPads.
* Purchase of laptop and portable printer specifically for the road show.
* To date £14,450 has been spent from the £28,000 agreed for the purchase of the community road show vehicle.
* A budget and delegated powers be awarded to the Civic and Community Development Officer to enable the completion of the internal fitments/ improvements to the interior of the vehicle and the purchase of any additional equipment as required.

Cllr Bushkes proposed the recommendations as laid out in the Town Clerk’s report and that the Civic and Community Development Officer is warded delegated powers to make improvements to the interior of the vehicle and the purchase of additional equipment up to £2,000. This was seconded by Cllr Nicholls and unanimously

**RESOLVED:**

**That the Committee authorises the purchase of large TV screen for the roadshow van to be used for digital displays, interactive surveys and consultations, for a sum not exceeding £3,000**

 **That the Civic and Community Development Officer is warded delegated powers to make improvements to the interior of the vehicle and for the purchase of additional equipment up to the sum of £2,000.**

**CD2016/2017.61 HEREFORD CITY COMMUNITY ROAD SHOW**

Members noted the oral report from the Civic and Community Development Officer in relation to recent Road Show events and noted forthcoming dates for future events.

**Recent Outings**

* **SATURDAY 23 JULY 2016 - PICNIC IN THE PARK –** Quarry Park (Eign Hill Ward)
* **SUNDAY 24 JULY 2016 –** COMMUNITY EVENT, WESTFALING STREET (St Nicholas Ward)

**Future Outings for 2016:**

* **WEDNESDAY 21 SEPTEMBER 2016 – HIGH TOWN – Cycle Track Consultation**
* **SATURDAY 1 OCTOBER 2016 – HIGH TOWN – Cycle Track Consultation**
* **SATURDAY 5 NOVEMBER 2016 – COMMUNITY FIREWORKS EVENT –** Quarry Park(Eign Hill Ward)

Cllr Mansell informed the committee he would like the road show to attend an event he was organizing on Saturday 29 October 2016 - Huntington Halloween at Huntington Farm. The event will take place between 2pm and 6pm consisting of ghoulish games, freaky fun, frightening food, live music and inflatables. The Mayor will be judging the fancy dress and pumpkin competition.

Members discussed the pleasure it brought to many when the Mayor and Liveried Men arrived at the Quarry Park event. Many people from 4 up to 80 plus asked to have their photos taken with the Mayor and/or Liveried Men.

Cllr Lloyd-Hayes expressed to Members how tradition means so much to the public no matter what age. I her opinion she felt they should be available attend road show events where the Mayor is in attendance as the public love it.

Cllr Mansell informed Members he would like the Liveried Men to attend the Huntington Halloween event with the Mayor.

**CD2016/2017.62 WARD REPORTS**

 Members noted the submitted ward reports giving updates on recent ward activities/issues.

Cllr Kenyon thanked Cllr Hey for writing his report and confirmed he would write both reports next time.

**CD2016/2017.63 INFORMATION ITEMS**

* **River Wye Meeting Summary** *To be circulated via email to all Members of the Council.*
* **The British Tourism and Travel Show 2017** *(Oral report from the Town Clerk)*

Cllrs Michael, Lloyd Hayes, Boulter and Kenyon informed the Town Clerk they would be interested in attending the event.

* **Hereford Make**

Members received and oral report from Cllr Bushkes on the current situation. He informed Members he was due to have a further meeting with Hereford Make and the Landlord of the premises and would keep them updated.

The Chairman thanked Cllr Bushkes for all his hard work and working with Hereford Make with the aim to securing a sustainable future for the project.

**CD2016/2017.64 ITEMS FOR FUTURE MEETINGS**

* The Whitehouse Project presentation.

**CD2016/2017.65 DATE OF NEXT MEETING**

Members noted the date of the next meeting: TUESDAY 1 November 2016.

There being no further business the Chairman called the meeting to a close at 8.21 pm

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

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