

# HEREFORD CITY COUNCIL

## MINUTES OF THE MEETING OF THE COUNCIL

TUESDAY 29 JANUARY 2019

**PRESENT:** The Right Worshipful the Mayor and Cllrs Chappell, Dykes, Edwards, Griffiths, Hey, Kenyon, Lloyd-Hayes, Michael, Rone, Stevens, Tawn and Tillett.

**NOT PRESENT:** Cllrs Mansell and Butler

### **C2018/19.79 APOLOGIES FOR ABSENCE**

Members received apologies for absence from Cllrs Baker, Bushkes, Wilcox.

### **C2018/19.80 DECLARATIONS OF INTEREST**

There were 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.

### **C2018/19.81 PUBLIC PARTICIPATION**

Members received a question from a member of the public present with regards to securing the future of the library, museum and art gallery in Broad Street. The member of the public also presented to members three hand drawings showing her vision for the library, museum and art gallery in the future. These drawings included changes to the front facia of the building, a café area, a children's play area, TIC and a craft center/sale thus creating an attractive hub for visitors.

There was a consensus of support from Members.

The Town Clerk reported to Members he had a meeting with the CEO tomorrow about devolved services and will raise this as part of the discussion.

### **C2018/19.82 MINUTES**

Members considered the **Minutes of the Meeting of the City Council held on the 4<sup>th</sup> December 2018** and noted amendments as follows:

Cllr Tawn sent his apologies to the Town Clerk the day before the meeting and this need to be included in the minutes.

Cllr Hey was not listed as being present and this needs to be included.

Members agreed the minutes with the above amendments as a true and accurate record.

Members considered the **Minutes of the Annual Meeting of the City Council held on the 21 May 2018** and noted the following amendment:

Cllr Boulter's grand daughter lives in Boston Lincolnshire not Boston USA.

Members agreed the minutes with the above amendment as a true and accurate record.

**RESOLVED:**

**That the minutes of the meeting of 4 December 2018 and the 21 May 2018 as amended were agreed as an accurate record of the meeting and be duly signed by the Chair.**

**C2018/19.83 HEREFORD FOOD BANK – PREMISES PRESENTATION**

Members received a presentation from Jacquie Alsop, Coordinator, on the work of Hereford Food Bank and its challenges, including finding affordable city centre premises and how City Council might help.

The presentation covered the following:

- Hereford Food Bank is a CIO
- Committed to relief of food poverty
- Only take referrals
- Food donated by local people not supermarkets.
- The food bank is staffed by volunteers and one paid employee who is employed for 25 hrs per week.
- The employee's salary is covered by funding from the Eveson Trust
- Operating costs are met by donations, grants and fundraising.
- Need to leave premises
- Struggling to find anywhere as land lords do not want a food bank in their premises
- Needs to be somewhere that protects their clients' anonymity.
- JA wants a nice place to work with heating and hot water facilities and not an industrial unit.
- In 2018 the food bank supplied 1156 food parcels supporting 2146 individuals including 703 children.
- Request from the food bank for the City Council to help find new premises and support running costs with funding.

Members questions/comments covered the following:

- HCC do not own any properties – HFB need to speak to Herefordshire Council.
- Several buildings in the City were suggested as possible options for HFB to look at.
- HFB has put an offer in on a property some time ago but there has been no response to date.
- A twin hatted member said they would be happy to look in to a suggestion with regards to a Herefordshire Council owed property suggested by another member.
- The Town Clerk was asked to raise the HFB's predicament, with regards to premises, with the CEO of Herefordshire Council when he meets with him tomorrow.

## **C2018/19.84 CLOSE HOUSE – LONE WOLVES GRANT APPLICATION**

Members considered the report from the Deputy Town Clerk with regards to the background for a large grant application from Close House Projects for £14,540.00 to fund a Youth Worker for the Lone Wolves project, and the recommendation from Community Development Committee on 22<sup>nd</sup> January 2019.

Cllr Hey gave an overview of the grant considered by the CDC on the 22 January 2019 as reported in the Deputy Town Clerk's report.

The Deputy Town Clerk reported that she had been informed today that Close House had heard today they had been successful with a grant award from the PCC to start the scheme and cover the costs of delivery from February this year up until April.

Cllr Edwards reported on the discussions and considerations by Members of the Committee in relation to the grant application and proposed the recommendation as laid out in the report.

Several Members of the committee echoed that reported by Cllr Edwards and several other Members echoed their support for the project.

Cllr Lloyd-Hayes seconded Cllr Edwards proposal and it was unanimously

### **RESOLVED:**

**The City Council supports this project and approves the full grant request of £14,540.00 as laid out in the application to support this project.**

Members requested that a press release is sent to the Hereford Times and placed on the website and social media with regards to this and that the current situation with regards to the issues being dealt with by Close House and the other organisations are addressed in the meeting the TC has with the CEO of Herefordshire Council tomorrow.

## **C2018/19.85 TWINNING PRESENTATION – VIERZON RUGBY TOUR**

Members received and noted a presentation from the Mayor's Officer regarding the October 2018 twinning visit from the Deputy Mayor of Vierzon and the Vierzon Girls 16-18 Rugby Team.

The presentation covered a detailed account of the visit including the trip across and back, the directions provided by the Mayor's Officer and the activities, food and drink enjoyed each day.

Thanks, was given to Herefordshire Council for the provision of two free parking spaces at the Shirehall for the mini buses during their stay and to Cllr Bushkes for hosting the visitors at the Core.

Numerous Members echoed their gladness at seeing a positive product from Twinning and thanked the Mayor's Officer for all his hard work and his excellent presentation.

### **C2018/19.86 HEREFORDSHIRE CCTV – REVIEW REPORT**

Members received a Global MSC Security report on behalf of Herefordshire Council relating to the review of the control room and town CCTV systems.

The Town Clerk informed Members that until written confirmation could be given from the other parties as to their commitment over the next 9 years that members should do no more but note the report.

Members asked the TC to raise this with the CEO tomorrow.

### **C2018/19.87 CIVIC GUIDELINES AND PROTOCOL**

Members were to consider and approve updates to Appendix A of Hereford City Council Standing Orders as resolved at previous meetings of the Council or one of its committees.

The Mayor asked that Members defer appendix A of the Standing orders to the meeting of the Governance and Procedures Committee on the 5 February.

Cllr Lloyd-Hayes seconded the Mayor's proposal.

### **C2018/19.88 BUDGET AND PRECEPT FOR 2019-2020**

Members considered the recommendation from Finance and Policy Committee on 15<sup>th</sup> January 2019 to approve the budget, Band D Council Tax level and precept for 2019-2020.

Cllr Kenyon proposed the recommendations as laid out in the report. This was seconded by Cllr Hey.

Cllr Hey thanked the Chairman of the Finance and Policy Committee for all his hard work, diligence and time in pulling together this budget.

Cllr Stevens thanked Cllr Hey for her kind words and thanked the responsible Officers, the Town Clerk and RFO and Deputy Town Clerk for all their hard work going through and producing the budget forecast.

Cllr Lloyd-Hayes requested the Town Clerk sends a press release commending the Councillors for the decisions they have made.

The Town Clerk reminded Members that the figures are forecasts based on factors known at the time of setting the budget, decisions made by Members during the year or other unexpected factors could affect those forecasts.

5.1, 5.2 and 5.3 were voted on and it was

#### **RESOLVED:**

**That in line with the detailed budget papers attached to this report and the recommendation of Finance and Policy Committee, Council approves an income budget of £904,892 and an expenditure budget of £904,899 - a deficit of £7 in 2019-2020**

**That in consequence Council approves a Band D tax level of £54.57, the same level as this year.**

**That Council sets a precept of £887,842 in 2019-2020.**

## **C2018/19.89 PRESTON MODEL – PROCUREMENT PRINCIPLES**

Members received and considered information on “The Preston Model”, and considered the following motion, proposed by Cllr Paul Stevens and seconded by Cllr Kath Hey:

*“The City Council notes the successful introduction of a procurement policy favouring local suppliers and supporting the local economy wherever possible by Preston Council and the information circulated under the title “The Preston Model”.*

*The Council supports a strategy of sourcing goods and services from local suppliers wherever possible and urges other market towns and Herefordshire Council to address this issue as part of supporting the local economy.”*

Members confirmed the City Council already does this and it was clarified that this motion was to a way of formally recording this.

Cllr Hey suggested the City Council should investigate the approach and look to formally adopt the Preston Model.

The Mayor took the vote on the motion proposed and seconded by Cllr Stevens and Hey.

**It was RESOLVED:**

**To adopt the Preston Model as laid out in the motion above.**

## **C2018/19.90 MAYOR’S COMMUNICATION**

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

- **She has invited over a delegation from Jaworzno who will be coming over on the 13 April till the 17 April 2019.**

*(Note: A report, including a proposal with regards to the invitation, accommodation, activities, costings and establishment of a budget is to be received for consideration at the meeting of the Governance and Procedures committee on 5 February 2019)*

- **The Mayor’s Civic Service is Sunday 14 April 2019.**

## **C2018/19.91 DRAFT MINUTES OF MEETINGS OF THE COMMITTEES:**

Members noted the draft minutes of the meetings, as laid out below:

### **Community Development Committee:**

26<sup>th</sup> November 2018 (Grants)

11<sup>th</sup> December 2018

### **Finance & Policy Committee:**

15<sup>th</sup> January 2019

*Cllr Lloyd-Hayes reported that in relation to current discussions with Hoople she wished to have a budget for training to the value of approximately £2,500.*

*Cllr Lloyd-Hayes was informed there is already budget identified for training.*

**Governance & Procedures Committee:**

27<sup>th</sup> November 2018

27<sup>th</sup> November 2018 (Confidential Minutes)

18<sup>th</sup> December 2018

*Cllr Lloyd-Hayes informed Members she wished to rescind the decision with regards to recording meetings as she was not at the meeting on the 18 December 2018.*

*The Town Clerk informed Cllr Lloyd-Hayes that it was not possible to do this at a meeting of Council as Council could not overturn the decision of a committee because the committee holds delegated authority to make those decisions. The Town Clerk suggested this item goes to the Governance and Procedures Committee meeting on the 19 March 2019.*

*This was proposed and seconded and 7 voted in favor of the item being reconsidered at the meeting of Governance and Procedures Committee in March.*

**Planning & Highways Committee:**

22<sup>nd</sup> November 2018

10<sup>th</sup> January 2019

Cllr Kenyon left the meeting.

**C2018/19.92 REPRESENTATIVES OF OUTSIDE BODIES**

Members received reports from members who represent the City Council on the following bodies:

**a) Municipal Charities (x 2 Members) Cllrs Boulter and Hey**

The Mayor informed Members that the charity are spending money currently on updating their properties.

**b) Herefordshire Market Towns Forum (x 1 Member - Cllr Wilcox to attend ad hoc meetings)**

No business currently being discussed.

**c) HALC Executive Committee (x 3 Members) Cllr Griffiths (plus two outstanding vacancies)**

No meetings.

**d) HALC Southern Area Meeting (x 2 Members) Cllr Griffiths (plus one outstanding vacancy)**

No meetings.

**e) The Enterprise Zone Stakeholder Group (x 1 Member) Cllr Griffiths**

Very full meeting in January. A lot of development going on.

**f) Three Choirs Festival (x 3 Members) Cllrs Chappell, Lloyd-Hayes and Tillet**

No meetings.

**g) Hereford Twinning Association** (x 1 Member who is always the Right Worshipful the Mayor of Hereford as President of the Twinning Association)

The Mayor will be receiving a delegation from Viezon on the 3 May.

**h) Hereford City Tourism Group (x 1 Member) Cllr Lloyd-Hayes**

A meeting was held recently in the Town Hall. They had one new member. A present member is presently very poorly.

**i) Hereford in Bloom (x 1 Member) Cllr Boulter**

Didn't attend the last meeting.

**j) New Hereford University Working Group (x 2 Members) Cllrs Lloyd-Hayes and Stevens**

There could be an invitation to members soon.

**k) Close House (x 1 Member) Cllr Kenyon**

Cllr Kenyon had left the meeting.

**l) The BID group (x 1 Member) Cllr Stevens**

Reported on the Christmas entertainment and new signage.

**m) Magna Carta Committee (x 1 Member) Cllr Lloyd-Hayes**

This group has been disbanded. Remove from the list.

**n) Hereford Area Plan (x 2 Members) Cllrs Griffiths and Lloyd-Hayes**

Reported on the new student accommodation and the current Hereford Design Guide Consultations.

**o) Community Land Trust (x 1 Member) Cllr Michael**

There had been a breakdown in the Trust. Now have a new Chair who has Cllr Michael's contact details and she should start receiving communication from the Trust.

## **C2018/19.93 TOWN CLERK'S COMMUNICATIONS**

Members received communication from the Town Clerk as follows:

- Cllr Bushkes wishes to stand down from the G & P committee due to current work commitments.

Cllr Lloyd-Hayes reported she did not want the agenda for the G & P committee to go out until after a meeting on Thursday following consultation with Hoople and with regards to a proposal to be put before the committee.

The Town Clerk informed Cllr Lloyd-Hayes it was not possible to wait to send the agenda out until the proposal had been drafted after Thursday's meeting.

*(Local Government Act 1972, s 243, sch12, paras 10 (2)(a) and 26(2)(a).)*

The agenda has been sent out with an item, 'proposals regarding staffing matters', identified on the agenda for an oral report.

**C2018/19.94 DATE OF NEXT MEETING**

Members noted the date below.  
Tuesday 12<sup>th</sup> MARCH 2019, at 6 PM

There being no other business the meeting was called to a close at 19.48.

Signed: .....

Date: .....