

HEREFORD CITY COUNCIL

MINUTES OF MEETING OF THE COUNCIL

The Council Chamber, Town Hall, Hereford
TUESDAY 24th APRIL 2018 at 6.00pm

PRESENT: The Right Worshipful the Mayor, Cllr Sharon Michael and Cllrs Bushkes, Butler, Chappell, Dykes, Griffiths, Hey, Lloyd-Hayes, Stevens and Tillett

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

C2018/2019.01 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs Baker, Boulter, Edwards, Kenyon, Mansell and Wilcox.

The Mayor welcomed a new Member to the meeting, Clive Butler, who had recently been elected to the vacancy in Bobblestock Ward.

The Town Clerk extended his apologies to members regarding the meeting's agenda which was posted out the previous week without the second page. The full agenda was circulated to all members before the start of the meeting.

C2018/2019.02 DECLARATIONS OF INTEREST

There were none.

C2018/2019.03 PUBLIC PARTICIPATION

There was one member of the public present, who had no questions to raise at the meeting.

C2018/2019.04 MINUTES

It was proposed by Cllr Lloyd-Hayes, seconded by Cllr Chappell and unanimously

RESOLVED:

That the Minutes of the Meeting of the City Council held on the 13th March 2018 be accepted as an accurate record and signed accordingly by the Mayor.

C2018/2019.05 PRESENTATION BY NEW MODEL Institute for TECHNOLOGY AND ENGINEERING

The Mayor introduced David Shepherd and Barry Lucas from the University Working Group. David provided a brief update of progress, including the release of £15m by the government over the next five years and explained

how student numbers will be built up. He then explained that Barry Lucas is leaning on acquiring sites for accommodation and teaching.

Barry handed out a map of the city centre showing how the university planned to have all students living within a fifteen-minute walk of the centre and a fifteen-minute cycle ride of teaching spaces at Rotherwas. The university would be “green” with students discouraged from using cars. They are keen to locate next to existing cycle routes especially the Greenway. Initially teaching will be at the building in Offa Street where a small group of 25 students are helping to validate course materials. They are looking at the former Herefordshire Council offices in Bath Street and the former Job Centre as the next buildings to be converted. Existing vacant premises in High Town had been sold to other developers before the university had the funding to secure them.

The timescale for adopting the Hereford Area Plan gives a degree of uncertainty especially regarding the permitted development height. He was also concerned about students crossing main roads. The proposed relocation of police and fire services into a single building may lead to the police station building becoming available and discussions have begun with the Police and Crime Commissioner. Eventually the university will employ around 600 people and have 5,000 students and will make a major contribution to the city’s economy.

The project will have significant impact on the city and surrounding areas and therefore there will be public consultation meetings running throughout Autumn.

In answer to questions, Barry Lucas confirmed the following:

He is in talks about Victoria House with a view to demolishing the building to create a new student accommodation unit. This has been informally welcomed by Herefordshire’s Planning Officers but will require a full application.

Interest levels in the new project among potential students seem high and the quality of enquiries so far is encouraging. The offer will be to train versatile engineers with good career prospects, not traditional specialists with a limited background.

The emphasis in the High Town area will be to try and find accommodation for students, the university is absolutely opposed to students being housed in HMO’s, which is a view warmly endorsed by the City Council. Students will be encouraged to join local sports and social clubs and the university will not be trying to build a traditional students’ union facility.

Barry welcomed the suggestions of the former WRVS building and Vicarage House and agreed that ongoing communication with the City Council was necessary. There was a suggestion of students working with Councillors as part of their course work to develop the ability to operate in the public sector.

Finally, it was noted that the Council’s Planning Committee meets every three weeks and, at any time, Barry or other representatives of the

university would be welcome to come and give updates, including preliminary discussions about possible sites.

The Mayor thanked David Shepherd and Barry Lucas for their contribution to the meeting.

C2018/2019.06 MAYOR'S COMMUNICATION

The Mayor fed back to members on the following:

During a recent plate visit, one of the party, a Mr Taylor who runs a local shop, had raised a request for a poster to display showing the face of their local City Councillor with their contact details which the Mayor felt was a good idea to further help the community to know who their local Hereford City Councillor is.

David Marshall of the Cider Museum was going on a trip to China and had asked for support to see if City Council was willing to partake and help to promote relations on that project. The Cider Museum would be undergoing a facelift and there were plans for another sculpture to be installed, which, the Mayor had seen some initial and exciting ideas for.

Finally, Cllr Michael reminded members that this was her last full Council meeting during her remaining term of office as Mayor and she extended her thanks to all Councillors for their support during her Mayoral year.

C2018/2019.07 RELATIONSHIP WITH JAWORZNO

This item had been held over from the previous meeting of Council concerning the possible ongoing relationship between the City of Hereford and the Polish town of Jaworzno.

The Town Clerk reminded members that this had been pending since the contingent from City Council had visited Jaworzno during the winter before last. Councillors had previously expressed that they were not keen to go with an old-fashioned twinning arrangement and agreed at the last meeting to determine, if not a traditional link, then what form this relationship should take and what we want it to do.

The Mayor added that a letter from the Mayor of Jaworzno had expressed their desire for a direct link with Hereford to get involved with several aspects including student exchange visits. The Mayor asked members for their views which were as follows:

- The way forward is a formal link between ourselves and Jaworzno, which could be economic and cultural – We had previously spoken to Jacek Andrychiewicz who is very keen for this.
- Hereford City's Polish community provides another opportunity for a linkage – Suggest we invite a Polish Councillor to come and talk to City Council.
- Another step forward could be setting up a small working group, possibly to include the next Deputy Mayor.
- A link should come from the basis of friendship and linking our respective young people with school visits etc.

The Mayor reminded members that the purpose of this debate was to decide now on whether or not we officially link with Jaworzno, as they are waiting for City Council's response.

Members were asked to vote, all were in favour and it was unanimously

RESOLVED:

That Council agrees to have an official link between the City of Hereford and the town of Jaworzno in Poland, to ask members to join a small working group to develop this and that the Mayor will formally write a letter of confirmation to the Mayor of Jaworzno.

C2018/2019.08 CODE OF CONDUCT REPORT

Members were reminded that this was held over from the previous Council meeting regarding a report by the Monitoring Officer concerning Councillor Tillett.

The Town Clerk reported that the matter related to the creation of a Civic Museum within the Town Hall building whereby his report had been debated and Cllr Tillett had later passed the report on to a third party. This had led to a complain to the Monitoring Officer who had confirmed that it was an error to pass the information on to anyone outside the City Council. Training has since been completed with Cllr Tillett to bring him up to speed with the powers of Councillors. It was now up to members to decide if they wanted to note the report and move on or make any comments.

Members' comments were as follows:

- We need to bear in mind that Cllr Tillett was new to the City Council at that time.
- Let's note the report and move forward.
- Request that Cllr Tillett takes an active part in the role of Councillor and engages in City Council's functions – The Clerk added that the next business meeting of full Council will include election of members to the various Committees.

Cllr Tillett extended his thanks to the Clerk and clarified one point by stating that after the meeting with the Town Clerk, he did not pass the Civic Museum report on to anyone else and was asked had a decision been made to which he confirmed it had and gave a ballpark figure but did not disclose the actual figure. He thought the motion was no longer confidential having been debated at a full Council meeting and added that he had received no induction training and it was only by mistake that he had passed on information which had already been decided on.

In response, The Mayor suggested to Cllr Tillett that he take advantage of the City Council's HALC membership.

Members agreed to bring the matter to a close and noted the report.

C2018/2019.09 GENERAL DATA PROTECTION REGULATION 2018

Members received the report and recommendations circulated by HALC and considered the proposal to appoint the Town Clerk as Data Protection Compliance Officer until the Council appoints a Data Protection Officer. The Town Clerk drew attention to the fact that members and staff must have suitable training and he put in a strong plea that they commit to attend and take part in this. He stressed the importance of complying with the new

laws and that the regulator has stated they will work supportively with Council's on this. Governance & Procedures Committee have already given approval to adopt the draft policies and to have a Data Protection Officer. In the interim, the recommendation is to appoint The Town Clerk as temporary Data Protection Compliance Officer for Hereford City Council.

Members were asked for their comments:

Cllr Bushkes mentioned that he had started looking into this in respect of his own business, he felt that it is a phenomenal process and that it may take a long time to recruit a Data Protection Officer. He suggested that City Council possibly appoints on a one-year basis.

Members agreed that it was a good idea for City Council to have a person to oversee all the new GDPR to prevent us from getting into trouble.

The Town Clerk reminded members that we have already adopted Herefordshire Council's Code of Conduct.

The Mayor asked members to vote on the recommendation, all members were in favour and it was unanimously

RESOLVED:

That Council accepts the HALC report and recommendations and agrees to appoint The Town Clerk, Steve Kerry, as temporary Data Protection Compliance Officer for Hereford City Council.

C2018/2019.10

DRAFT MINUTES OF MEETINGS OF THE COMMITTEES:

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

Community Development Committee:

12th April - Grants

Finance & Policy Committee:

17th April (to follow – Town Clerk to recirculate for next meeting of Council)

Planning & Highways Committee:

15th March

5th April (to follow)

C2018/2019.11

REPRESENTATIVES OF OUTSIDE BODIES

To receive reports from members who represent the City Council on the following bodies:

- a) **Municipal Charities (x 4 Members)** Cllrs Boulter and Hey (plus two outstanding vacancies). Cllrs Hey and Cllr Boulter had been unable to attend the last meeting. Cllr Lloyd-Hayes attended having not yet resigned and stated that they need to get more quotes for jobs to be done, not just one – must get value for money being a charity.
- b) **Herefordshire Market Towns Forum (x 3 Members)** Cllrs Griffiths and Wilcox (plus one outstanding vacancy). Cllr Griffiths was unable to attend the last meeting. The Clerk informed members that this

forum would be meeting a lot less frequently in future and suggested that, instead of having three City Council members, we send one member to these meetings to look at any issues pertinent to them, for reporting back at next full Council meeting.

- c) **HALC Executive Committee (x 3 Members)** Cllr Griffiths (plus two outstanding vacancies). Nothing to report.
- d) **SAM (x 2 Members)** Cllr Griffiths (plus one outstanding vacancy). Attended meeting on 9th April – GDPR and neighbourhood plans are developed but not being adhered to by developers.
- e) **The Enterprise Zone Stakeholder Group (x 1 Member)** Cllr Griffiths. Last meeting was cancelled, the next one due in mid-May.
- f) **Three Choirs Festival (x 2 Members)** Cllr Bushkes (plus one outstanding vacancy). Not able to attend the last meeting but has received the minutes and will catch up with them before the next meeting.
- g) **Hereford Twinning Association** (x 1 Member who is always the Right Worshipful the Mayor of Hereford as President of the Twinning Association). Nothing to report.
- h) **Hereford City Tourism Group (x 1 Member)** Cllr Lloyd-Hayes. Attended a meeting this afternoon – Several issues were raised pertaining to the BID, including signage, cleaning and publicity for the Weeping Window. The Clerk announced that the BID has been invited to the next meeting of Finance and Policy Committee to give an update. Coordination of group is improving but still issues with coaches parking, especially when visiting the Cathedral. There is funding called “Hidden Jewels” for Art and Culture - Suggested the Guides get involved. Signage for TiC is with Darren Sockett and despite reminders sent, it was still not done. At the Civic Museum the Guild of Guides were able to fill some rota slots which we have coordinated with Warner’s tourists being dropped off in the City. Also, as part of Heritage Lottery Grant there is £1,000 additional funding for the Guild of Guides to use. The Mayor asked if any Councillors could spare some time to volunteer their help.
- i) **Hereford in Bloom (x 1 Member)** Cllr Boulter was not present to report.
- j) **New Hereford University Working Group (x 2 Members)** Cllrs Lloyd-Hayes and Stevens. Nothing to report following the earlier presentation and update provided by David Shepherd and Barry Lucas.
- k) **Close House (x 1 Member)** Cllr Kenyon was not present to report.
- l) **The BID group (x 1 Member)** Cllr Tawn was not present. Cllr Stevens commented on funding given to them re gum removal machine but had not seen much evidence of it being used. The Clerk

responded that these issues could be dealt with by having a meeting with the BID to address them.

- m) **Magna Carta Committee (x 1 Member)** Cllr Lloyd-Hayes commented that as a new member, she was very happy to be part of Magna Carta.
- n) **Hereford Area Plan (x 2 Members)** Cllrs Griffiths and Lloyd-Hayes. Cllr Griffiths did not attend last meeting. Cllr Lloyd-Hayes stated she was beginning to enjoy HAP, wants to introduce idea that HAP goes to Rotherwas and suggested they look at the Eastern river crossing. She felt that City Council would need to be more forward thinking for the future and she asked, with the support of this committee, if we could bring this to the next full Council meeting?

Cllr Griffiths highlighted that, following today's report from the university representatives, student parking would not to be allowed but we can't expect the university staff to have no parking facility and emphasised that this definitely needs to be brought to the next Council meeting.

The Mayor suggested this could be added as an agenda item for the next Council meeting. Cllr Lloyd-Hayes disagreed and stated that this needs to be done as soon as we can and suggested City Council make sure we are calling this river crossing a "bridge" and also get ourselves into the strategic position of promoting it.

The Mayor asked members if they wanted to support the inclusion in Hereford Area Plan of an additional bridge crossing over the River Wye. **This was put to the vote - 7 were in favour, with 1 against, and 1 abstention.**

Cllr Chappell asked if the point he had raised about cafes and restaurants needed to be part of the Hereford Area Plan. It was confirmed that there was no planning nor licensing restriction to prevent this and it was a matter of concern that so many businesses closed in the evenings, even when events like the Weeping Window were bringing people in large numbers to visit Hereford. As this was not a HAP issue, it was agreed that the Clerk having raised this with the BID, would write to local businesses directly.

C2018/2019.12

DATE OF NEXT MEETING

Monday 21st MAY 2018 (Annual Meeting of the Council)

There being no further business, the Mayor closed the meeting at 19.28pm.

Signed

Dated