

**THE RIGHT WORSHIPFUL THE MAYOR OF HEREFORD AND ALL MEMBERS OF
HEREFORD CITY COUNCIL**

You are hereby summoned to attend the Meeting of the Council to be held in the Council Chamber, Town Hall, Hereford on TUESDAY 21ST MAY 2019 at 6.00 pm at which the business set out below is proposed to be transacted.

Steve Kerry
Town Clerk

HEREFORD CITY COUNCIL

MEETING OF THE COUNCIL

**The Council Chamber, Town Hall, Hereford
TUESDAY 21st May 2019 at 6.00pm**

PRAYERS

Prayers to be said by the Mayor's Chaplain.

At the start of the meeting the Mayor will remind all present of the fire evacuation procedure.

A G E N D A

1. APOLOGIES FOR ABSENCE

To receive apologies for absence submitted by Members of the City Council.

2. DECLARATIONS OF INTEREST

To receive 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.

3. PUBLIC PARTICIPATION

To receive any questions that may be put to the meeting by members of the public present.

4. MINUTES

To approve and sign the Minutes of the Meeting of the City Council held on the 9th April 2019.

APPENDIX ONE

5. **CO-OPTION OF A MEMBER TO REPRESENT RACECOURSE WARD**
To consider applications for co-option of a member to represent Racecourse Ward for the term of the Council. If the person co-opted is present, they will make their declaration of acceptance of office.
6. **STANDING ORDERS** **APPENDIX TWO**
To consider re-adopting the Standing Orders for the Council for the municipal year.
7. **FINANCIAL REGULATIONS** **APPENDIX THREE**
To consider re-adopting the Financial Regulations for the Council for the municipal year
8. **CODE OF CONDUCT** **APPENDIX FOUR**
To consider re-adopting the Code of Conduct for the Council for the municipal year.
9. **APPOINTMENT OF SIGNATORIES**
To appoint members to act as cheque signatories and a member to counter-sign bank reconciliations.
10. **MAYOR'S COMMUNICATIONS**
To receive any communications the Mayor may wish to place before the meeting.
11. **DRAFT MINUTES OF MEETINGS OF COMMITTEES**
Note these are presented for information and for members to ask questions of the Chair of the Committee if present. They are not for approval at this meeting.
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|---|----------------------------|
| Governance and Procedures Committee
30 th April 2019 | APPENDIX FIVE
5a |
| Finance and Policy Committee
16 th April 2019 | 5b |
| Community Development Committee
2 nd April 2019 | 5c |
| Planning and Highways Committee
4 th April 2019
25 th April 2019 | 5d
5e |
12. **COMMITTEE MEMBERSHIP**
To elect members to sit on the following Committees:

(The Mayor is an ex officio member of all Committees.)
- Community Development Committee** – 11 Members
- Finance and Policy Committee** – 10 Members
- Governance and Procedures Committee** – 9 Members

Planning and Highways Committee – 9 Members

13. APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES

To appoint members to those bodies that have requested representation from the City Council.

- a) **Municipal Charities (2)**
- b) **Herefordshire Market Towns Forum (1) to attend ad hoc meetings**
- c) **The Enterprise Zone Stakeholder Group (1)**
- d) **Three Choirs Festival (3)**
- e) **Hereford Twinning Association (1)** the Right Worshipful the Mayor of Hereford is President of the Twinning Association)
- f) **Hereford City Tourism Group (1)**
- g) **Hereford in Bloom (1)**
- h) **New Hereford University Working Group (2)**
- i) **Close House (1)**
- j) **The BID group (1)**
- k) **Hereford Area Plan (2)**
- l) **Community Land Trust (1)**

Note, it may be appropriate to nominate an officer to some of these bodies.

14. APPOINTMENT OF A DEPUTY MAYOR AND VICE CHAIR OF THE CITY COUNCIL

To receive nominations for the position of Deputy Mayor and Vice Chair of the City Council, an item held over from the Annual Meeting of Council. If a member is appointed, they will make their declaration of acceptance office at the meeting and be invested with the Deputy Mayor's badge. They will be invited to return thanks to the City Council for electing them to the position.

15. DATE OF NEXT MEETING

Tuesday 25th June 2019, at 6 PM

DECLARATIONS OF INTEREST

Hereford City Council has adopted the Code of Conduct of Herefordshire Council pursuant to the Localism Act 2011. In terms of declarations of interest the following principles now apply.

1. The former distinction between prejudicial and personal interests has been replaced, and these terms should no longer be used. They will not be used in minutes.
2. Where a member has registered a financial or “pecuniary” interest in the register of interests held by the Monitoring Officer of Herefordshire Council, they must repeat this declaration when any item in which they have such an interest is on the agenda at any meeting they attend. Having made that declaration, they must fill in the register brought to each Committee and Council meeting and may not make any comment whatsoever while the item is under discussion. They may, if they wish, remain in the meeting to observe the debate.
3. Where a member has an interest which is sufficient to give rise to a reasonable expectation that they will not be able to consider a matter impartially, for example where they have a close personal relationship with a party involved, where they have made a public and unequivocal statement of their views etc, this is a disclosable, but non-pecuniary, interest. They should declare this interest at the start of the meeting and may remain in the room and speak (provided members of the public would also be allowed to speak on this item). Members who have declared an interest of this type may not, however, vote on the item to which their interest applies.
4. Where a member becomes aware of an interest during discussion they must declare it immediately and act accordingly.
5. Members of the Planning Committee should continue to resolve at the start of each meeting that their views are preliminary and that those who are members of Herefordshire Council reserve their final position until all representations and facts have been considered.

Steve Kerry
Town Clerk

**All enquiries concerning this agenda should be addressed to the Town Clerk,
Hereford City Council, Town Clerk's Office, Town Hall, St Owen Street, Hereford HR1 2PJ
Tel: 01432 260454 Fax: 01432 344063**