

HEREFORD CITY COUNCIL

MINUTES OF THE MEETING OF THE COUNCIL

TUESDAY 25TH JUNE 2019

PRESENT: The Right Worshipful The Mayor Cllr Hey and Cllrs Andrews, Boulter, Dykes, Foxton, Hornsey, Hunt, Milln, Oliver, Powell, Stevens, Tillett, Toynebee and Williams.

C2019/20.25 APOLOGIES FOR ABSENCE

Were received from Cllrs Butler Kenyon, Oliver, Tyler and Wilcox.

C2019/20.26 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.

C2019/20.27 PUBLIC PARTICIPATION

There were no questions from members of the public present.

C2019/20.28 MINUTES

Members considered the Minutes of the Annual Meeting of Council on 13th May 2019 and the Meeting of the City Council held on 21st May 2019.

Cllr Andrews proposed, Cllr Powell seconded and it was

RESOLVED:

That the minutes of the Annual Meeting of Council on 13th May 2019 and the Meeting of the City Council held on 21st May 2019 were agreed as an accurate record of the meeting and be duly signed by the Chair.

C2019/20.29 FREQUENCY OF MEETINGS AND PUBLICATION OF DRAFT MINUTES

The Town Clerk gave a brief overview of his report. Cllr Hey stated she was minded to move forward with the TC's recommendations and Cllr Tillett commended the Governance and Procedures Committee for the suggestion. Conversations took place around when this would be actioned, depending on previously agreed presentations, and Cllr Milln raised concerns that the duration between meetings could range from one to three months.

It was

RESOLVED:

To reduce the frequency of Council meetings, therefore cancelling the Council meeting due to take place on July 30th and re-timetabling the meetings in 2020. A new calendar will be sent to Members.

It was also resolved that draft minutes would be approved by the Chair of a Committee and then emailed to Members and placed on the website.

C2019/20.30 EXCLUSION OF PRESS AND PUBLIC

In order to allow for consideration of the next item, which identifies individuals it was proposed by Cllr Hey and

RESOLVED:

That pursuant to the Public Bodies (Admission to Meetings) Act 1960 S 1(2) the press and public be excluded from the meeting to allow for confidential business to be discussed.

C2019/20.31 PROPOSAL TO AWARD FREEDOM OF THE CITY

The Council considered a proposal to award a Freedom of the City and it was

RESOLVED:

To accept recommendation 4.1 made in the Town Clerk's report.

C2019/20.32 READMISSION OF PRESS AND PUBLIC

It was formally noted that the confidential business had been concluded and that the press and public could be readmitted.

C2019/20.33 2018/19 ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN

The Town Clerk gave an overview of his report and informed Members that the Annual Accounts have been approved by the Finance and Policy Committee. He informed Members that one slight amendment to the depreciation workings had been raised by Cllr Oliver which the Accountant Derek Kemp had corrected. The TC then gave a summary of where Hereford City Council stands financially.

The TC went through the 8 questions on the Annual Governance Statement, each one was voted upon and confirmed and then a final vote was taken and it was unanimously

RESOLVED:

To answer 'Yes' to all 8 statements on the Annual Governance Statement 2018/19 and therefore approve the Annual Governance and Accountability Return 2018/19 and the Annual Accounts 2018/19.

C2019/20.34 INTERNAL AUDIT REPORT 2018-19: FINAL

The Town Clerk gave an overview of his report and added that in fact there are no new Financial Regulations, but that instead, the Internal Auditor had confirmed that the JPAG Governance and Accountability Practitioners' Guide was updated in March 2019. Therefore, the 2016 Financial Regulations re-adopted at Council on 21st May 2019 are the most up to date.

There were no questions from Members and it was unanimously

RESOLVED:

To receive the Final Internal Audit Report 2018-19 and note the comments of the Town Clerk and RFO on the points raised.

C2019/20.35 MAYOR'S COMMUNICATIONS

Cllr Hey informed Members that the journey to Vierzon for the Twinning visit was long but that the trip went very well. Students from NMiTE and Hereford College of Arts were very pleased to be able to perform in the town square on the Saturday and Cllr Hey erected a plaque next to a newly planted tree in the corner of the square.

Cllr Hey also informed Members that she had received a nice email from Cllr Toynbee explaining that she'd love to be involved with the link with Jaworzno and the Mayor invited anyone else interested to let her know.

Finally, Cllr Hey wanted to address the issue of email address availability with Members and stated that there should be no barriers between communicating with each other and members of the public.

C2019/20.36 DRAFT MINUTES OF MEETINGS OF THE COMMITTEES:

To note the draft minutes of the meetings, as laid out below:

Governance and Procedures Committee

11th June 2019 - Noted

Finance and Policy Committee

18th June 2019 – Noted that the Clerk would email these to Members

Community Development Committee

4th June 2019 - Noted

Planning and Highways Committee

23rd May 2019 – Noted that the Clerk would email these to Members

C2019/20.37 COMMITTEE MEMBERSHIP

Members were asked to express interest in joining the Community Development Committee, or to resolve to reduce the number of members to 10, if no-one came forward, and it was unanimously

RESOLVED:

That membership of the Community Development Committee be reduced to 10 members.

Current Committee Membership:

Community Development Committee (ten members)

Councillors Boulter, Foxton, Hornsey, Kenyon, Oliver, Powell, Stevens, Tillet, Tyler and Wilcox.

Finance and Policy Committee (eight members)

Councillors Boulter, Butler, Dykes, Hornsey, Oliver, Stevens, Toynbee and Wilcox.

Governance and Procedures Committee (nine members)

Councillors Andrews, Boulter, Dykes, Hunt, Kenyon, Powell, Stevens, and Wilcox and Williams.

Planning and Highways Committee (ten members)

Councillors Andrews, Butler, Boulter, Hornsey, Hunt, Milln, Powell, Stevens, Tyler and Williams.

C2019/20.38 REPRESENTATIVES OF OUTSIDE BODIES

Members were asked to report any relevant information from attendance at meetings of outside bodies and to appoint members to the Hereford Area Plan group. Members discussed that it would be best that the appointed Members be single hatted to ensure only the City's rather than County's views are represented and a vote was taken.

Cllr Milln abstained and it was unanimously

RESOLVED:

That Cllrs Powell and Stevens represent Hereford City Council on the Hereford Area Plan group.

- a) **Municipal Charities (x 1 Member)** Cllr Boulter
No meeting yet – nothing to report
- b) **Herefordshire Market Towns Forum (x 2 Members)** Cllrs Andrews and Hunt
No meeting yet – nothing to report *(for ad hoc meetings)*
- c) **The Enterprise Zone Stakeholder Group (x 1 Member)** Cllr Hornsey
Meeting week beginning 1st July
- d) **Three Choirs Festival (x 2 Members)** Cllrs Foxtan and Hornsey
No meeting yet – nothing to report
- e) **Hereford Twinning Association (x 1 Member)** who is always the Right Worshipful the Mayor of Hereford as President of the Twinning Association
Covered in Mayor's Communications
- f) **Hereford City Tourism Group (x 1 Member)** Cllr Hornsey
No meeting currently planned, however the Deputy Town Clerk informed Members that Cllrs Hey, Stevens and herself attended a meeting on 25th June with Christian Dangerfield of the Green Dragon Hotel and that ideas are going forward.
- g) **Hereford in Bloom (x 1 Member)** Cllr Boulter
No meeting yet – nothing to report
- h) **New Hereford University Working Group (x 2 Members)** Cllrs Powell and Stevens
No meeting yet – nothing to report
- i) **Close House (x 1 Member)** Cllr Boulter
Could not attend last meeting
- j) **The BID Group (x 1 Member)** Cllr Stevens
Cllr Stevens informed Members that there have been a whole series of meetings with stakeholders across the city as it is nearly time to vote if the BID continues for another four years. He explained that Appendix 8 of the Agenda highlights what the

BID have done over the past four years and that the Secretary of State has been informed that Hereford BID will be reapplying. Cllr Stevens sits on the Board as an observer and feels they are heading in the right direction.

k) Hereford Area Plan (x 2 Members) Cllrs Powell and Stevens
Cllrs Powell and Stevens were appointed

l) Community Land Trust (x 1 Member) Cllr Milln
Cllr Milln had a meeting with Nancy Winnfield who informed him they lost most of their board towards the end of 2018. There is a meeting planned for July to try and build it back up again.

C2019/20.39 TOWN CLERK'S COMMUNICATIONS

The Town Clerk informed Members that the bank have accepted the two new cheque signatories and that he would be asking them to sign cheques after the meeting.

The TC then referred to Appendix Nine, his report on email addresses, and asked Cllrs to let him know ASAP what they would like to do about City Council email addresses so that this can go back to Governance and Procedures Committee on 23rd July 2019.

C2019/20.40 DATE OF NEXT MEETING

Members noted that the meeting due to take place on 30th July 2019 has been cancelled and the date of the next meeting is Tuesday 17TH SEPTEMBER 2019, at 6 PM

There being no further business the Mayor called the meeting to a close at 18.56hrs

Signed.....

Dated.....