

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

You are hereby summoned to take part in a Meeting of the Council on Tuesday 23 June 2020 at 6.00 pm by Zoom.

Steve Kerry  
Town Clerk

# **HEREFORD CITY COUNCIL**

## **MEETING OF THE COUNCIL**

**The Council Chamber, Town Hall, Hereford  
TUESDAY 23 JUNE 2020 at 6.00pm**

### **A G E N D A**

This meeting is taking place under the provisions of the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 Sections Four and Five.

- 1. To confirm that all members of the Committee are able to take part in this meeting unless they have sent their apologies in advance.**
- 2. TO CONFIRM THAT THE PUBLIC ARE ABLE TO VIEW AND HEAR THIS MEETING**  
It is necessary to confirm the above for the meeting to be lawful under the above regulations.
- 3. APOLOGIES FOR ABSENCE**  
To receive apologies for absence submitted by Members of the City Council.
- 4. APPOINTMENT OF SUBSTITUTES**  
To note the appointment of any substitute members.
- 5. 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.

- 6. PUBLIC PARTICIPATION**  
To receive any questions that may be put to the meeting by members of the public present.
- 7. MINUTES** **APPENDIX ONE & TWO**  
To approve the Minutes of the Meeting of the City Council held on 3<sup>rd</sup> March 2020 and the Minutes of the Extra Ordinary Meeting of the City Council held on 14<sup>th</sup> May 2020.
- 8. 2019/20 ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN** **APPENDIX THREE, THREE (A) & (B)**  
To consider the supporting report of the Town Clerk, approve the annual accounts and endorse the Annual Governance and Accountability Return for 2019/20.
- 9. 2019/20 INTERNAL AUDIT REPORT** **APPENDIX FOUR & FOUR (A)**  
To note the Internal Audit Report produced by Adrian Shepherd-Roberts of Auditing Solutions Ltd and note comments of the Town Clerk and Responsible Financial Officer in response to the audit report.
- 9. MAYOR'S COMMUNICATIONS**  
To receive any communications the Mayor may wish to place before the meeting.
- 10. 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.

**Governance and Procedures Committee** **APPENDIX FIVE**  
20<sup>th</sup> March 2020 (Extra Ordinary) **5 (A)**

**Finance and Policy Committee**  
28<sup>th</sup> April 2020 (Notes) **5 (B)**  
4<sup>th</sup> June 2020 (Extra Ordinary) **5 (C)**  
16<sup>th</sup> June 2020 (to follow) **5 (D)**

**Community Development Committee**  
30<sup>th</sup> March 2020 (Grants – Delegated Decisions) **5 (E)**  
31<sup>st</sup> March 2020 – See Item 10 (App. 6) – Delegated Decisions  
9<sup>th</sup> June 2020 **5 (F)**

**Planning and Highways Committee**  
5<sup>th</sup> March 2020 **5 (G)**  
2<sup>nd</sup> April 2020 (to follow) **5 (H)**  
30<sup>th</sup> April 2020 (to follow) **5 (I)**  
28<sup>th</sup> May 2020 (to follow) **5 (J)**

**Youth Council**  
19<sup>th</sup> March 2020 **5 (K)**  
23<sup>rd</sup> April 2020 **5 (L)**  
21<sup>st</sup> May 2020 **5 (M)**

## **10. DELEGATED DECISIONS 3<sup>rd</sup> April 2020**

## **APPENDIX SIX**

To receive a report from the Town Clerk

## **11. REPRESENTATIVES TO OUTSIDE BODIES**

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

- a) **Municipal Charities (x 1 Member) Cllrs Boulter**
- b) **Herefordshire Market Towns Forum (x 2 Members) Cllrs Andrews and Hunt  
(for ad hoc meetings)**
- c) **The Enterprise Zone Stakeholder Group (x 1 Member) Cllr Hornsey**
- d) **Three Choirs Festival (x 2 Members) Cllrs Foxtton and Hornsey**
- e) **Hereford Twinning Association (x 1 Member) Cllr Dykes**
- f) **Hereford City Tourism Group (x 1 Member) Cllr Hornsey**
- g) **Hereford in Bloom (x 1 Member) Cllr Boulter**
- h) **New Hereford University Working Group (x 2 Members) Cllrs Powell and Stevens**
- i) **Close House (x 1 Member) Cllr Boulter**
- j) **The BID Group (x 1 Member) Cllr Stevens**
- k) **Hereford Area Plan (x 2 Members) Cllrs Powell and Stevens**
- l) **Community Land Trust (x 1 Member) Cllr Milln**

## **12. TOWN CLERK'S COMMUNICATIONS**

To receive such communications as the Town Clerk provides for the information of members of the Council.

## **13. DATE OF NEXT MEETING**

Tuesday 15<sup>th</sup> September 2020, 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**