

Madam Mayor, Cllr Hey and Cllrs Boulter, Foxton, Hornsey, Kenyon, Oliver, Powell, Stevens, Tillett, Tyler and Wilcox.

You are hereby summoned to a Meeting of the Community Development Committee to be held via Zoom, at 6 pm on **TUESDAY 22 SEPTEMBER 2020** at which the business set out below is proposed to be transacted.

Steve Kerry
Town Clerk

HEREFORD CITY COUNCIL

MEETING OF THE COMMUNITY DEVELOPMENT COMMITTEE via Zoom

TUESDAY 22 SEPTEMBER 2020 at 6 pm

AGENDA

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.
- 4. APPOINTMENT OF SUBSTITUTES**
To note the appointment of substitute members.
- 5. DECLARATIONS OF INTEREST**
To receive declarations of interest under the Herefordshire Code of Conduct pursuant to the Localism Act 2011 in respect of items on the agenda.
- 6. MINUTES OF PREVIOUS MEETINGS**
To receive and confirm the minutes of the meeting of the Community Development Committee held on the 7th July and Community Development Grants Committee 20th July 2020.

APPENDIX ONE & TWO

- 7. COUNTRY PARK SUPPORTERS – SERVICE LEVEL AGREEMENT** **APPENDIX THREE**
To receive and consider information from CPS to support their application for a 5 year SLA.
- 8. BENCHES AND NOTICE BOARDS** **APPENDIX FOUR**
To receive and consider a report from the Town Clerk on the provision and installation of benches and notice boards.
- 9. GRANTS WORKING PARTY REPORT** **APPENDIX FIVE**
To receive and consider a report from the Town Clerk.
- 10. COMMUNITY RESILIENCE PROJECT REPORT** **APPENDIX SIX**
To receive and consider a report from the Deputy Town Clerk.
- 11. CLIMATE AND ECOLOGICAL WORKING PARTY REPORT** **APPENDIX SEVEN**
To receive and consider a report from the Cllr Diana Toynbee and the Deputy Town Clerk.
- 12. HIGH TOWN REGENERATION AND STRONGER TOWNS BOARD UPDATE**
To receive an oral update from the Mayor Cllr Kath Hey.
- 13. HINTON COMMUNITY CENTRE MANAGER POSITION** **APPENDIX EIGHT**
To receive and consider a report from the Town Clerk regarding the options for the current 12 month position contracted to 31st March 2021.
- 14. CYCLE TRACK PROJECT**
To receive an oral update from the Chair, Cllr Jim Kenyon.
- 15. MAINTENANCE OF PARKS AND OPENS SPACES INCLUDING TREE MAINTENANCE, SHRUB CLEARANCE AND OTHER WORKS**
Members to consider and approve a proposal from Cllr Jim Kenyon to authorise delegated powers to the Town Clerk to spend money from the parks and open spaces budget on items as laid out above as requested by any individual Councillor.
- 16. HEREFORD & WORCESTER FIRE & RESCUE SERVICE COMMUNITY RISK MANAGEMENT PLAN 2021-25** **APPENDIX NINE**
To receive the email and Community Risk Management Plan/Questionnaire from HWFR and consider delegating the Town Clerk to respond on the Council's behalf – any comments please send to the Town Clerk.
- 17. ITEMS FOR FUTURE MEETINGS**
To note and/or identify items to be discussed at future meetings:
- **Parks and Open Spaces**
 - **City centre refurbishment and attracting people back into the City**
 - **Seagull Contract**

- 18. DATES OF NEXT MEETINGS:**
TUESDAY 20 OCTOBER 2020 – Routine Meeting – 6 pm
MONDAY 02 NOVEMBER 2020 – Grants Meeting – 10 am

BUSINESS PLAN WORKING PARTIES/ONGOING PROJECTS:

To receive update reports from the following as and when required:

- **Parks and Open Spaces Working Party** SK, TCM, Cllrs Tillett & Hornsey
- **Town Hall Working Party** SK, TCM & Cllrs Hey, Wilcox and Stevens
- **Grants Working Party** SK, TCM & Cllrs Milln and Kenyon
- **Climate Change Working Party** SK, TCM & Cllrs Toynbee and Oliver
- **Website Working Party** SK, TCM & Cllrs Powell and Williams
- **Street Scene Working Party** *Representatives not yet approved through committee or council*
- **Markets** *Representatives not yet approved through committee or council*
- **Off Street Parking** *Representatives not yet approved through committee or council*
- **Enforcement Working Party** *Representatives not yet approved through committee or council*
- **Hereford in Bloom** TCM & Cllr Boulter
- **TIC/Destination Management** SK, TCM, BC
- **Town Fund Board and Government High Street Regeneration Fund** *Representatives not yet approved through committee or council - Cllr Hey as Chair of the Council, has been representing the Council at these meetings.*
- **Allotment Leases** SK
- **Love Exploring App** TCM and BO'R
- **Marketing and Information**
- **Christmas Lights** SK
- **Training Provision** SK & TCM
- **Events** BO'R

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, St. Owen Street, Hereford HR1 2PJ. Tel: 01432 260429