

**MINUTES OF THE MEETING OF THE DEVELOPMENT AND LEISURE COMMITTEE
HELD ON MONDAY 8 MARCH 2010 IN THE ROBIN ROOM, THE CASTLE,
HERTFORD AT 7.30PM**

PRESENT: Councillor Miss J C S Sartin, in the chair

Councillors: Miss K P Darby, Mrs H P Durbin, Miss C J Geall, M
McCormick, D R Poole, Dr L E Radford and P A Ruffles

IN ATTENDANCE: Mrs N L Villa, Town Clerk
Miss M Challis, Marketing & Promotions manager (acting)
Ms T Carpenter, Civic Administration Manager

250. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Mrs D Hone.

251. DECLARATIONS OF INTEREST

Councillor P A Ruffles	Personal	Agenda Item 14 Grant Applications: Sele Farm Community Office, as an East Herts Councillor he has use of the office and Hertford Fair Trade Group. Supporter of Group's work in Hertford
Councillor D Poole	Personal	Agenda Item 14 Grant Application: Sele Farm Community Office, as a local resident.
Councillor Miss K Darby	Personal	Agenda Item 14 Grant Applications: Sele Farm Community Office, as an East Herts Councillor she has use of the office.
Councillor Mrs H Durbin	Prejudicial	Agenda Item 14 Grant Applications: Hertford Fair Trade Group, as a Committee Member of the Group.

252. THE MINUTES

It was **RESOLVED** that:

The minutes of the meeting held on 5 January 2010 were approved as a correct record and the Chairman authorised to sign the same.

**253. MATTERS ARISING FROM THE MINUTES NOT DEALT WITH
ELSEWHERE ON THE AGENDA**

It was **RESOLVED** that:

The action sheet be received and noted.

**254. QUESTIONS AND/OR STATEMENTS FROM MEMBERS OF THE
PUBLIC**

There were no members of the public wishing to speak.

255. TOWN DEVELOPMENT – CCTV STATISTICS

The Committee received the latest CCTV statistics for Hertford.

The Town Clerk was requested to query the reason for the increase in incidents in Parliament Square over the past 12 months as well as the increase in drug related incidents.

The Committee agreed that future queries concerning the CCTV statistics should be addressed to the Town Clerk prior to the meeting in order that answers may be available at the meeting.

It was **RESOLVED** that:

The CCTV statistics report be noted.

256. TOURISM AND PROMOTION – TOWN AND TOURIST INFORMATION CENTRE

The Committee received a report summarising activity at the Town and Tourist Information Centre.

The Committee was pleased to receive the positive report and particularly noted the increase in retail sales.

It was **RESOLVED** that:

The report summarising activity at the Town and Tourist Information Centre be noted.

257. TOURISM AND PROMOTION – HERTFORD TOWN COUNCIL EVENTS

The Committee received a report summarising the Town Council's events since December 2009 to February 2010.

The Committee was disappointed another production from an Open Air Theatre in the grounds was not possible in 2010, but was hopeful this could be achieved in 2011.

The Committee noted the report concerning the Isabel Hospice Lights of Love Ceremony in December 2009 but also noted that there had been some disappointment from attendees concerning the fact that the Castle had not been open to serve tea and coffee after the event. It was considered that the arrangements should be re-considered for 2010.

It was **RESOLVED** that:

- a) The Committee note the report

258. VENUES

The Committee received an update on the hire statistics for the Castle and Mill Bridge rooms. The positive figures for Wedding hire were noted as encouraging but noted that corporate bookings remained low.

The Committee requested that arrangements be made to paint the doors of the Millbridge Rooms

It was **RESOLVED** that:

- a) The doors of the Millbridge Room be painted.
- b) The Committee note the report on Hertford Town Council Venues.

259. ROCK CHARITY SELECTION

The Committee received a report detailing a proposed formal process for the selection of a charity to benefit from the proceeds of Rock at the Castle. A discussion took place regarding the wording of the press release and criteria, which it was felt had to be clear, transparent and fair.

The following were considered important for inclusion within the written criteria:

Be able to demonstrate that the work and initiatives were of substantial benefit to Hertford and the local community,

That the charity was active within the local community.

That details be provided of the number of inhabitants of Hertford benefiting from the Charity.

A report provided regarding recent activities

That the chosen charity would not be able to apply for consideration again for a period of five years

It was **RESOLVED** that:

The Committee delegate authority to the Town Clerk and Chairman to approve a clear selection criteria for applicants which incorporated the above criteria.

260. TOWN COUNCIL LOGOS

The Committee received a report proposing the use of the new Town Crest and headed paper.

It was **RESOLVED** that:

The Committee approve the proposal for the use of the new Town Council logo and that details for use were included within the Constitution.

261. TOWN CENTRE UPDATE

The Committee received a report which gave an update of the various Council projects designed to assist the economic health and development of the town during the current financial difficulties.

The Chairman advised the Committee that both she and the Town Clerk had recently met with a prospective Town Centre Co-ordinator who may be employed on a consultancy basis to focus on projects within the Town Centre and to work with the retailers.

It was noted that it had been hoped to work with East Herts Council to refurbish the cast iron bins in the Town, but given the delay in arranging the refurbishment it may be necessary for the Council to pursue this project alone.

The Committee requested that contact be made with owners of other heritage buildings within the Town to arrange an open day to coincide with the Castle Heritage Open Day on 12th September 2010.

It was **RESOLVED** that:

- a) The Committee note the report

262. PLANNING TRANSPORT AND TRAFFIC - PLANNING SUB-COMMITTEE

It was **RESOLVED** that:

To receive the Minutes of the Planning Sub-Committee meetings of 7th December 2009, 4th January, 11 January (reconvened 18th January), 25th January and 8 February 2010.

263. FINANCE – THIRD QUARTER INCOME AND EXPENDITURE FOR 2009/10

The Committee received a report on the third quarter income and expenditure for 2009/10.

The report provided a commentary on significant items.

It was **RESOLVED** that:

The Committee note the report on income and expenditure to 30 September 2009.

264. FINANCE – COMMUNITY GRANTS

The Committee considered the following Community Grant applications and **RESOLVED** in accordance with its powers under section 137 of the Local Government Act 1972 that the Committee should incur the following expenditure, which in its opinion is in the interest of the area, or its inhabitants and will benefit them in a manner commensurate with the expenditure:

- a) Sele Farm Community Office be awarded £120 towards the cost of essential items.

Prior to the discussion on the following item, Cllr Mrs H Durbin, having already declared a prejudicial interest left the Robing Room.

- b) Hertford Fair Trade Town Steering Group had applied for a grant of £680 towards the cost of providing signage to attach to existing Town Centre signs detailing 'A Fair Trade Town'. Whilst the Committee was happy for the additional sign to be added to the 4 black and gold signs at the entrances to the Town, it would wish to eventually replace the green signs and was therefore not happy to approve the addition to the signs at present.

It was RESOLVED that:

The Council provide the additional signage to the black and gold signs and embark on a programme of replacing the green signs as and when funding became available.