

**MINUTES OF A MEETING OF HERTFORD TOWN COUNCIL
HELD IN THE ROBIN ROOM, THE CASTLE, HERTFORD ON
MONDAY, 4 APRIL 2016**

Present:

The Mayor of Hertford
Councillor Dr L Radford

Councillors

P Boyle, S Cousins, M Deards, R Deering, Mrs S Dunkley, Miss C Geall, Mrs B Haddock, Mrs S Newton, Miss J Sartin, Mrs S Rutland Barsby and A Stevenson

Officers

Town Clerk – Mr J Whelan
Civic Administration Manager – Ms P Carpenter
Customer Services Asst. – Miss J Haynes

Prayers – The Mayor’s Chaplain, The Rev’d Terence Phipps led the Council in the opening prayers.

The Council stood for a minute’s silence to remember Past Mayor William Hunter who had recently died.

533. DECLARATIONS OF INTEREST

None

534. MAYOR’S ANNOUNCEMENTS

The Mayor advised members that she had attended a further 44 engagements since the last meeting and she expressed gratitude to Cllr P Ruffles who had stepped in when necessary. Highlights included a visit to Westminster Cathedral for the appointment of two new Auxiliary Bishops for Hertfordshire as well as two moving Holocaust Memorial Services. The Mayor expressed her thanks to all who helped and attended the Civic Dinner, and reminded members of the forthcoming civic services. The Mayor also advised she would be attending the forthcoming funerals of David Cooper and Bill Hunter.

535. THE MINUTES

It was **RESOLVED** that:

The minutes of the Full Town Council meeting held on 18 January 2016 be approved as a correct record and the Mayor be authorised to sign the same.

536. QUESTIONS AND/OR STATEMENTS FROM MEMBERS OF THE PUBLIC

None.

537. COMMUNITY SERVICES COMMITTEE

The Chairman, Councillor P Ruffles moved the report of the Community Services Committee meeting held on 15th February 2016.

It was **RESOLVED** that:

The report of the Community Services Committee held on 15th February 2016 be received.

538. DEVELOPMENT AND LEISURE COMMITTEE

Councillor Miss J Sartin moved the report of the Development and Leisure Committee meeting held on 29th February 2016 (including the relevant reports of the Planning Sub-Committee meetings 14th December 2015 and 4th January, 18th January, 1st February and 15th February 2016.

Min 470 Events

The Council wished to remember two stalwarts of the Friends of Hertford Castle who had recently died, Ken Lupton and David Cooper. Both will be sorely missed.

It was **RESOLVED** that:

The report of the Development and Leisure Committee meeting held on 29th February 2016 (including the relevant reports of the Planning Sub-Committee meetings of 14th December 2015 and 4th January, 18th January 1st February and 15th February 2016) be received.

539. FINANCE, POLICY AND ADMINISTRATION

Councillor Miss C Geall moved the report of the meeting of the Finance, Policy and Administration Committee held on 14th March 2016 (including the report of the Personnel Sub Committee held on 1st February 2016). The report included recommendations for the adoption of a Policy for Generating Income through Sponsorship, as well as revisions to the Standing Orders and Financial Regulations.

It was **RESOLVED** that:

1. The report of the Finance, Policy and Administration Committee meeting held on 14th March 2016 (including the report of the Personnel Sub Committee held on 1st February 2016) be noted.
2. The Council **adopts** the Policy for Generating Income through Sponsorship, for inclusion in the Constitution.
3. The Council **adopts** the revised Standing Orders and Financial Regulations for inclusion within the Constitution.

540. HERTFORDSHIRE PENSION FUND, LOCAL GOVERNMENT SCHEME – PARISH AND TOWN COUNCIL POOLING ARRANGEMENTS

The Town Clerk presented the report regarding pooling arrangements for the calculation of the Council's pension contribution rate for three years from 1 April 2017 to 31st March 2020. The Council recognised that the pooling arrangements would mitigate any risk the Council would be exposed to if it was working independently and noted the national government pooling arrangements, with arrangements in place for pension funds of 25m to be pooled together.

It was **RESOLVED** that:

- a) The Council **approves** the Council will remain within the pooling arrangement for the three years from 1st April 2017 – 31st March 2020 and authorises the Mayor to sign the confirmation form on behalf of the Council.

- b) The Council did not provide any feedback on the draft Pooling Policy.

541. MAYORAL NOMINATION FOR THE CIVIC YEAR 2016/17

It was **RESOLVED** that:

Councillor Dr Linda Radford be nominated Mayor of Hertford for the Civic year 2016/17

542. EXCLUSION OF PRESS AND PUBLIC

It was **RESOLVED** that:

In view of the confidential nature of the following item which relates to the business matters of another individual and organisations, the public were excluded while the following item was discussed. This was in accordance with the Public Bodies (Admission to Meetings) Act 1960, as amended by the Local Government Act 1972.

543. TAXI MARSHALL SCHEME – SERVICE LEVEL AGREEMENT

The Council received a report outlining the renewal of the Service Level Agreement for the Continuation of the Taxi Marshall Scheme in Hertford. The Town Clerk advised that the procurement exercise had been contrary to the financial regulations but had been so due to the collective procurement arrangement between Hertfordshire County Council, St Albans and Watford Councils. The Town Clerk advised that he had already agreed with both St Albans and Watford that a proper procurement arrangement would take place in 2017.

The Town Clerk also confirmed that the Service Level Agreement had been amended to ensure the Council was only signed up to provide services to the Taxi Marshalling Service that were within its gift.

It was **RESOLVED** that:

The Council approves a retrospective waiver to the Financial Regulations and Standing Orders for the procurement of the Taxi Marshall Service for 2016/17.

There being no further business, the meeting closed at 8pm