

MINUTES OF A MEETING OF HERTFORD TOWN COUNCIL
HELD IN THE ROBIN ROOM, THE CASTLE, HERTFORD ON
MONDAY, 11 APRIL 2011

Present:

The Worshipful the Mayor of Hertford
Councillor Mrs B Haddock

The Deputy Mayor
Councillor P A Ruffles M.B.E.

Councillors

Miss K Darby, Mrs H Durbin, Mrs A Emsley, Miss C Geall,
M McCormick, Mrs S Newton, D Poole, R A K Radford, Dr L E Radford, Miss J Sartin and
N Wilson

Officers

Civic Administration Manager – Ms T Carpenter

In attendance

3 Members of the public

Prayers – The Rev'd. Nick Sharp (Mayor's Chaplain) led the Council in a minute's silence in memory of Cllr John Hedley who died on 19 March 2011, followed by the opening prayers.

455. DECLARATIONS OF INTEREST

None.

456. MAYOR'S ANNOUNCEMENTS

The Mayor was pleased to advise the Council that having recently re-opened Concord Trophies in Hertford, she had been presented with a generous donation to her charities.

The funeral service for Cllr John Hedley will be held at 10am on Wednesday 27th April 2011 at All Saints Church, Hertford. Cllrs will be robed for the service.

457. THE MINUTES

It was **RESOLVED** that:

The minutes of the Full Town Council meeting held on 17 January 2011 be approved as a correct record and the Mayor be authorised to sign the same.

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

None.

459. COMMUNITY SERVICES COMMITTEE

Councillor Miss K Darby moved the report of the Community Services Committee meeting held on held on 28 February 2011 (including the relevant report of the Youth Town Council meeting of 9 November 2010 and 20 January 2011)

Min 388 – Castle Grounds

No further information regarding the licence agreement for the Moat Garden was available

It was **RESOLVED** that:

The report of the Community Services Committee held on 28 February 2011 be received.

460. DEVELOPMENT AND LEISURE COMMITTEE

Councillor Miss J Sartin moved the report of the Development and Leisure Committee meeting held on 14 March 2011 (including the relevant reports of the Planning Sub-Committee meetings of 15 November, 29 November, 13

December and 20 December 2010 and 4 January, 17 January, 31 January, 31 January and 14 February 2011).

Min 408 Rock Charity Selection

To note that a press release had recently been issued to seek applicants from suitable charities to be selected to benefit from the proceeds from Rock at the Castle. Councillors were requested to pass the information on to local charities.

Min 410 – Town Centre Update

To note that no decision had been taken to limit the number of busking sites in the Town Centre.

Min 411- Venues

An omission in the minutes under Minute 411 was noted, and be added as follows:

Mill Bridge Rooms

The Committee had received a report outlining a simplification of the charging structure for the Mill Bridge Rooms. It was noted that the proposed rates were comparable to other venues in the Town.

It was RESOLVED that:

- (a) The Committee approve the proposed tariff for the Mill Bridge Rooms including the new club/charity discount*
- (b) The Committee approve the cessation of the special discounted rate for evening sessions.*

Min 412 – Carnival

Arrangements for the Carnival in 2012 were going extremely well. A Carnival Committee had been formed and a Chairman and Vice Chairman appointed.

It was **RESOLVED** that:

The report of the Development and Leisure Committee meeting held on 14 March 2011 (including the relevant reports of the Planning Sub-Committee meetings of 15 November, 29 November, 13 December and 20 December 2010 and 4 January, 17 January, 31 January, 31 January and 14 February 2011) be received

461. FINANCE, POLICY AND ADMINISTRATION

Councillor Miss C Geall moved the report of the meeting of Finance, Policy and Administration Committee held on 21 March 2011.

Min 429 – Taxi Marshalling

Whilst the Committee had approved a contribution of £2000 towards the cost of the Taxi Marshalling Scheme it was understood that East Herts Council could now continue with its funding of the scheme. The Council's contribution would not be paid until the funding position of East Herts Council was clear.

Min 432 Internal Audit

An omission to the minutes under Minute 432 was noted and be added as follows:

The Chairman updated the Committee on an issue regarding a number of counterfeit cheques which had recently been presented. Two of these had been stopped by the bank, but subsequently a number had been paid. The Council's internal controls had established that no cheques had been stolen, although one cheque had been lost in the post shortly after Christmas. It was considered likely that the counterfeit cheques had been produced based on this cheque, given that the numbers used were very similar. The Council had been provided with new cheque books with different numbers to facilitate the identification of fraudulent cheques. The Bank has refunded all money erroneously paid from the account.

The Council was informed that fraudulent cheques continued to be presented and paid by the Bank despite the Council now using a new cheque book. All monies continued to be refunded. The Finance Officer is monitoring the account daily to identify debits which can not be attributed to genuine Council expenditure. It was understood that the Bank was investigating the fraud. .

Min 435 Card Processing Machine

The potential impact on the Council of the Super Complaint lodged by Which with the OFT in respect of Credit Card charges was queried. The Council was advised there was no intention to seek a profit from the credit card fee of 3%, but merely to ensure that the Council was reimbursed the costs it incurred when taking payment by cards. The policy position on credit card charges would be kept under review, pending the outcome of the OFT enquiry.

It was **RESOLVED** that:

The report of the Finance Policy and Administration Committee held on 21 March 2011 be received.

462. PURCHASE OF LAND TO 81 SELE ROAD, HERTFORD

The Council was requested to approve to affix the Common seal of Hertford Town Council to documents relating to the purchase of land adjacent to 81 Sele Road, Hertford and to authorise the Mayor and Town Clerk to sign the same.

It was **RESOLVED** that:

The Council approve to affix the Common seal of Hertford Town Council to documents relating to the purchase of land adjacent to 81 Sele Road, Hertford and to authorise the Mayor and Town Clerk to sign the same.

There being no further business, the meeting closed at 7.55 pm.