

**MINUTES OF A MEETING OF HERTFORD TOWN COUNCIL  
HELD IN THE ROBIN ROOM, THE CASTLE, HERTFORD ON  
MONDAY, 23 JULY 2012**

Present:

The Worshipful the Mayor of Hertford  
Councillor Miss J Sartin

Councillors

P Boyle, Miss C Geall, Mrs B Haddock, Mrs B Mansfield, P Moore  
Mrs S Newton, D Poole, Dr L E Radford, R Radford, P Ruffles,  
Miss I Sigmatic, Dr Stevenson, R Willis and N Wilson

Officers

Town Clerk – Ms N L Villa  
Civic Administration Manager – Ms T Carpenter

In attendance

12 Members of the public at start of meeting

Prayers – The Rev'd. Barbara Routledge, (Mayor's Chaplain) led the Council in the opening prayers.

### **Presentations:**

Prior to the commencement of the meeting, several presentations were made/received by the Council:

Cllr Mrs S Newton presented cheques to representatives of Herts Aid and Mind in Mid Herts, being the proceeds from the Mayor of Hertford's Appeal Fund 2011/12

The Mayor presented a certificate to Youth Councillor Miss Rosie Baldock in respect of her service to the Youth Town Council from 2007 – 2012.

The Council received a recorded message from Chief Inspector Gerry McDonald expressing appreciation to the Council for organising the Jubilee Medal presentation. A certificate of appreciation was also presented.

A further certificate and small gift was also presented to the Council from Herts Police to formally recognise the Council's assistance in organising the stewarding the Olympic torch relay event.

The Mayor received a presentation of a silver salver from Mr Malcolm Potter, on behalf of the Sergeants at Mace. The salver was to include the engraving of the name of future outstanding Mayor's cadets and was to be displayed with the other silver at future civic events.

### **130. DECLARATIONS OF INTEREST**

None.

### **131. MAYOR'S ANNOUNCEMENTS**

The Mayor advised the Council of some of the many engagements she had attended in recent months, highlights of which included being presented to the Queen at an event at Hatfield House hosted by Lord Salisbury and the presentation of the awards to entrants following the Simon Balle fun run. Another recent highlight included voice recording the Olympic travel information to London which would be played every twenty minutes throughout the Olympic and Paralympic Games at Hertford North train Station.

### **132. THE MINUTES**

It was **RESOLVED** that:

The minutes of the Full Town Council meeting held on 26 March 2012, the Annual Council Meeting held on 17 May 2012 and the Special Full Town Council Meeting held on 25 June 2012 be approved as a correct record and the Mayor be authorised to sign the same.

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

None.

**134. COMMUNITY SERVICES COMMITTEE**

In the absence of the Chairman, the Vice Chairman, Councillor Peter Ruffles moved the report of the Community Services Committee meeting held on held on 11 June 2012.

It was **RESOLVED** that:

The report of the Community Services Committee held on 11 June 2012 be received.

**135. DEVELOPMENT AND LEISURE COMMITTEE**

Councillor Miss Isabel Sigmatic moved the report of the Development and Leisure Committee meeting held on 18 June 2012 (including the relevant reports of the Planning Sub-Committee meetings of 13 February, 27 February, 12 March, 26 March, 10 April, 23 April, 21 May and 28 May 2012)

Cllr Dr L E Radford confirmed that she was not present at the meeting of 18 June 2012.

It was **RESOLVED** that:

Having given effect to the above amendment, the report of the Development and Leisure Committee meeting held on 18 June 2012 (including the relevant reports of the Planning Sub-Committee meetings of 13 February, 27 February, 12 March, 26 March, 10 April, 23 April, 21 May and 28 May 2012) ) be received.

**136. FINANCE, POLICY AND ADMINISTRATION**

Cllr Miss Chantal Geall moved the report of the meeting of Finance, Policy and Administration Committee held on 25 June 2012.

Min 101 Code of Conduct

The Committee **RECOMMENDED** the model Code of Conduct issued by the National Association of Local Councils for adoption to the Constitution.

The Chairman confirmed that, in recommending adoption of the new Standards regime the Committee had considered Model Code of Conducts from the Local Government Association (LGA) and the National Association of Local Councils (NALC). Of the two, the Committee considered that the NALC Code provided greater clarity for members rather than the more ambiguous LGA version. The new regime required adoption by July 2012.

Members remained unclear of the precise requirements placed on them by the adoption of the new Code, particularly of the requirements detailed in Appendix B of the document, which appeared to be contradictory to that of Appendix A. Following discussion the Council opted to adopt both the Code and Appendix A,

with further information, clarity and training sought on the requirements outlined in Appendix B.

All future agenda would continue to include a Declaration of Interests item in order to serve as a reminder to members of their obligations under the new Standards regime.

It was **RESOLVED** that:

The recommended Model Code of Conduct and Appendix A be adopted for inclusion in the Constitution, with further information sought on the requirements placed on members outlined in Appendix B.

**137. APPOINTMENT OF COUNCILLOR TO THE PLANNING SUB COMMITTEE**

It was **RESOLVED** that:

This item be deferred.

**138. EXCLUSION OF PRESS AND PUBLIC**

It was **RESOLVED** that:

In view of the confidential nature of the following item, which related to the business matters of other individuals and organisations, the public shall be excluded while the following item is discussed. This is in accordance with the Public Bodies (Admission to Meetings) Act 1960, as amended by the Local Government Act 1972.

**139. CONFIDENTIAL STAFF MATTER**

The Clerk provided the Council with a verbal update of current staffing matters for information.

There being no further business, the meeting closed at 8.13pm.