

**MINUTES OF A MEETING OF HERTFORD TOWN COUNCIL**  
**HELD IN THE ROBIN ROOM, THE CASTLE, HERTFORD ON**  
**MONDAY, 8 APRIL 2013**

Present:

The Worshipful the Mayor of Hertford  
Councillor Miss J Sartin

Councillors

P Moore, D Poole, P Ruffles, Mrs S Newton, R Radford, Mrs B Haddock,  
Miss I Sigmac, A Stevenson (for part of the meeting), R Willis, P Boyle, Miss C Geall, M  
McCormick and N Wilson

Officers

Town Clerk – Ms N L Villa

Prayers – Cllr P Ruffles led the Council in the opening prayers which included a minute's silence to remember Mr Malcolm Potter, Sergeant at Mace who had recently passed away.

**439. DECLARATIONS OF INTEREST**

None

**440. MAYOR'S ANNOUNCEMENTS**

The Mayor circulated a list of the varied events that she had recently attended and thanked Members for their support at her Civic Dinner.

**441. THE MINUTES**

It was **RESOLVED** that:

The minutes of the Full Town Council meeting held on 28<sup>th</sup> January 2013 be approved as a correct record and the Mayor be authorised to sign the same.

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

None.

**443. COMMUNITY SERVICES COMMITTEE**

Councillor M McCormick moved the report of the Community Services Committee meeting held on 11 February 2013.

It was noted that North Road Plholders Group had applied for a community grant recently which was refused by Finance, Policy and Administration Committee. Whilst the Committee acknowledged the huge amount of work that the group put in to the site, it felt unable to support the request in light of the other considerable demands on the fund and provided advice on alternative sources of grant funding. It was noted that the group had expressed their thanks to the Town Council for its help and assistance in recent months at the recent Annual Town Meeting.

It was **RESOLVED** that:

The report of the Community Services Committee held on 11 February 2013 be received.

The Mayor thanked Cllr McCormick for his services as Chairman over the last two years in light of his decision not to stand as Chairman for the forthcoming municipal year.

**444. DEVELOPMENT AND LEISURE COMMITTEE**

Councillor Miss Isabel Sigmac moved the report of the Development and Leisure Committee meeting held on 25 February 2013 (including the relevant reports of

the Planning Sub-Committee meetings of 12<sup>th</sup> November, 26<sup>th</sup> November, 10<sup>th</sup> December, 21<sup>st</sup> January 2013 and 28 January 2013).

Members queried whether there had been any Rock at the Castle (minute 380 refers) charity applications to date. The Town Clerk advised that so far there had been one application and several expressions of interest. The closing date is 31<sup>st</sup> May.

The Chairman drew Members attention to the Neighbourhood Planning MOT day planned for 19<sup>th</sup> April and invited all Members, particularly Planning Sub Committee Members, to attend.

It was **RESOLVED** that:

The report of the Development and Leisure Committee meeting held on 25 February 2013 (including the relevant reports of the Planning Sub-Committee meetings of 12<sup>th</sup> November, 26<sup>th</sup> November, 10<sup>th</sup> December, 21<sup>st</sup> January 2013 and 28 January 2013) be received.

#### **445. FINANCE, POLICY AND ADMINISTRATION**

Councillor Miss C Geall moved the report of the meeting of the Finance, Policy and Administration Committee held on 25<sup>th</sup> March 2013 (including the report of the Personnel Sub Committee held on 11<sup>th</sup> March 2013) including the recommendations that a revised Code of Conduct and Awards and Gifts Policy be adopted for inclusion in the Council's Constitution.

There was some discussion on the Code of Conduct which served to clarify the new requirements placed on Members. Councillor C Geall thanked Councillor P Ruffles for his assistance revising the code.

There was considerable discussion on the Gifts and Awards Policy which Members supported but upon which clarification of certain qualifying criteria was sought. The following amendments were proposed and agreed:

Para 2, section 2.1

It was agreed that any Councillor who has served a complete term of four years should receive a certificate of appreciation and/or crest, whether or not they choose to seek, or are successful at, re-election.

Para 4.3.2

It was agreed that the period of time in which a centenarian could reside outside of the parish before ceasing to qualify for a congratulatory card from the Council should be increased from one to five years.

It was **RESOLVED** that:

- a) The report of the Finance, Policy and Administration Committee meeting held on 25<sup>th</sup> March 2013 (including the report of the Personnel Sub Committee held on 11<sup>th</sup> March 2013) be noted and,

- b) The Council approve, subject to the above amendments, the Code of Conduct and Gifts and Awards Policy for inclusion in the Council's Constitution.

**446. GENERAL POWER OF COMPETENCE**

It was **RESOLVED** that:

- a) The Council **defer** this item to the next meeting and request a written report on the matter from the Town Clerk be referred to the next meeting of the Finance, Policy and Administration Committee.

**447. MAYORAL NOMINATION FOR CIVIC YEAR 2013/14**

It was **RESOLVED** that:

Councillor P Moore be nominated Mayor of Hertford for the municipal year 2013/14.

**448. DISPENSATIONS**

Councillors N Wilson and P Ruffles requested that the Council consider granting them a dispensation under the new Code of Conduct to allow them to consider the Planning Sub Committee's response to East Herts Council's public consultation on the 'Draft Statement of Community Involvement (SCI)' as their membership of that Council constitutes a Declarable Pecuniary Interest.

It was **RESOLVED** that:

The Council approve the request from Councillors N Wilson and P Ruffles.

There being no further business, the meeting closed at 8.05pm.