



# LEDBURY TOWN COUNCIL

TOWN COUNCIL OFFICES, CHURCH STREET, LEDBURY

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15 October 2021

Dear Councillor

You are summoned to attend an extraordinary meeting of **LEDBURY TOWN COUNCIL** to be held on **Thursday, 21 October at 7.00 pm in the Burgage Hall, Ledbury**, for the purpose of transacting the business shown in the agenda below.

Yours faithfully

Councillor Andrew Manns  
Town Mayor

## A G E N D A

1. **Apologies**
2. **Declarations of Interests**

To receive any declarations of interest and written requests for dispensations.

*Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Ledbury Town Council Code of Conduct for Members and by the Localism Act 2011.*

*(Note: Members seeking advice on this item are asked to contact the Monitoring officer at least 72 hours prior to the meeting)*

3. **To approve and sign the minutes a meeting of Council held on 30 September 2021**  
**(Pages 2180 - 2184)**
4. **To consider questions/comments from members of the public in accordance with the provisions of Standing Orders 3(e) and 3(f)**

*"Members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda. The period of time designated for public participation at a meeting shall not exceed 15 minutes unless directed by the Chairman of the meeting"*



**5. Date of next meeting**

To note that the next meeting of Full Council is scheduled for 2 December 2021 at 7.00 pm

**6. Exclusion of Press and Public**

In accordance with Section 1(2) of the Public Bodies Admission to Meetings) Act 1960, in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public are excluded from the remainder of the meeting

**7. Ledbury War Memorial**

(Pages to be provided at the meeting)

**Distribution: - Full agenda reports to all Councillors (13)  
Plus file copy**

**Agenda reports excluding Confidential items to Local Press (2), Library, Police and Councillor l'Anson**



**MINUTES OF A MEETING OF THE FULL COUNCIL COMMITTEE  
HELD ON  
30 SEPTEMBER 2021**

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**PRESENT:** Councillors Bradford, Eakin, Howells, Hughes, Knight, Manns (Town Mayor), Troy and Whattler

**ALSO PRESENT:** Angela Price – Town Clerk  
Julia Lawrence – Deputy Clerk  
Amy Howells – Minute Taker  
Councillor l’Anson

**C434 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Bannister, Chowns & Harvey.

**C435 DECLARATIONS OF INTEREST**

None received.

**C436 To approve and sign the minutes of an extraordinary meeting of Council held on 31 August 2021**

**RESOLVED:**

That the minutes of the meeting held on 31 August 2021 be approved and signed as a correct record

**C437 HEREFORDSHIRE COUNCILLORS REPORT**

**i. Councillor Howells**

**RESOLVED:**

**That the report be received and noted.**

**ii. Councillor Harvey**

there were a number off issues arising from Councillor Harvey’s Ward report and Councillor Eakin suggested that Councillors should have a meeting of councillors to discuss thematters raised.

The Clerk provided the Council with an update regarding Section 106 advising Members that the S106 Task & Finish Group had recently met and had made a start on the wish list

**RESOLVED:**

That Councillors meeting to discuss the issues raised as a result of Councillor Harvey's Ward report.

iii. Councillor l'Anson

It was noted that Councillor l'Anson's report had arrived too late to be included in the meeting.

**RESOLVED:**

That the Clerk would send out Councillor l'Anson's report to members.

C438 TO CONSIDER QUESTIONS/COMMENTS FROM MEMBERS OF THE PUBLIC IN ACCORDANCE WITH THE PROVISIONS OF STANDING ORDERS 3(E)AND 3 (F)

No members of the public were present.

C439 TO RECEIVE MOTIONS PRESENTED BY COUNCILLORS IN ACCORDANCE WITH STANDING ORDER 9

**RESOLVED:**

None received

7:40pm Councillor l'Anson left the meeting.

C440 TO RECEIVE AND NOTE THE MINUTES OF A MEETING OF THE RESOURCES COMMITTEE HELD ON 2 SEPTEMBER 2021 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN

**RESOLVED:**

That the minutes of the meeting held on 2 September 2021 be received and noted.

C441 TO RECEIVE AND NOTE THE MINUTES OF A MEETING OF THE ECONOMY & TOURISM COMMITTEE HELD ON THE 26 AUGUST AND 7 SEPTEMBER 2021 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATION THEREIN

**RESOLVED:**

That the minutes of the meeting held on the 26 August 2021 and 7 September 2021 be received and noted.



C442 TO RECEIVE AND NOTE THE MINUTES OF A MEETING OF THE PLANNING COMMITTEE HELD ON 12 AUGUST AND 9 SEPTEMBER 2021 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATION THEREIN

**RESOLVED:**

That the minutes of the meeting held on 12 August and 9 September 2021 be received and noted, noting that Councillor Hughes had given his apologies for this meeting.

C443 TO RECEIVE AND NOTE THE MINUTES OF A MEETING OF THE ENVIRONMENT & LEISURE COMMITTEE HELD ON 16 SEPTEMBER 2021 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATION THEREIN

**RESOLVED:**

That the minutes of the meeting held on 16 September 2021 be received and noted with the amendments of prices of bins be added

C444 TO RECEIVE AND NOTE THE MINUTES OF A MEETING OF THE FINANCE, POLICY & GENERAL PURPOSE COMMITTEE HELD ON 23 SEPTEMBER 2021 AND AN EXTRAORDINARY MEETING HELD ON 27 SEPTEMBER 2021 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATION THEREIN

**RESOLVED:**

That the minutes of the meeting held on 23 September 2021 and an extraordinary meeting held on 27 September be received and noted, noting that the meeting was incorrectly recorded as a non-decision making meeting.

C445 COMMITTEE MEMBERSHIP

**RESOLVED:**

That Councillor Bradford be elected to sit on the following committees: Planning, Environment & Leisure, Economy & Tourism and Finance, Policy & General Purpose.

C446 CONSIDERATION OF WHERE TO HOLD FUTURE COMMITTEE MEETINGS

It was suggested by Councillor Bradford that the Market House could be used for future Council meetings to enable social distancing . Concerns were raised in respect of disabled access to the Market House and it was suggested that the Burgage Hall could be used as an alternative venue. Members agreed that the Clerk should look into how future meetings could be live streamed and the costs involved and report back to a future meeting of council.

The Clerk advised that the Burgage Hall was available for all scheduled meetings of Council and Committees for the remainder of the 2021/22 Municipal year.

**RESOLVED:**

1. That the Clerk make arrangements to book the Burgage Hall for all future Full Council meetings.
2. The Clerk investigates the livestreaming of future meetings and associated costs and report back to full council accordingly

**C447 CO-OPTION**

**RESOLVED:**

**That the following timeline be agreed for a future co-option process, noting that should there be no requirement for a by-election the timeline be brought forward.**

- **Week commencing 8 November 2021 – advertise invitation to apply**
- **Friday, 17 December 2021 – Deadline for applications**
- **Monday, 10 January 2022 – Extraordinary meeting of Council for candidates to attend**

**C448 OUTSIDE BODIES REPORT**

Members were provided with an update on the Food Bank and Food Group Representation.

**RESOLVED:**

1. That Councillors Hughes and Bradford be nominated to act as council representatives on the Ledbury Food Bank Trustee Group.
2. That Councillor Hughes be nominated to act as a council representative on the Ledbury Food Group.

**C449 WELCOME BACK FUND**

Members were provided with information on a report regarding the Welcome Back Fund and Great Places to Visit project, which is offering in total a sum of £110,000 to the Market Towns in Herefordshire.

The Clerk advised of a number of suggestions from Councillor Harvey and Councillor Bradford considered that it would cost £30,000-£40,000 to run the public toilets in Ledbury. A number of suggestions were made during the discussion, and it was suggested that Members should email the Clerk with their suggestions. Councillor Bradford felt that the public should be asked to vote on what they consider as priorities in Ledbury that would meet the criteria of both funds.



**RESOLVED:**

1. That the Clerk organise an online questionnaire/poll for the public to comment on Councillor's suggestions and put their suggestions forward.
2. Councillors to email suggestions to the Clerk for submission for a Facebook poll.

**C450 COUNCIL NEWSLETTER**

**RESOLVED:**

That it be noted that 14 November is the deadline for submissions for inclusion in the next newsletter.

**C451 DATE OF NEXT MEETING**

**RESOLVED:**

It was noted that the next meeting of the Full Council Committee Meeting was scheduled for 2 December 2021.

The meeting ended at 8:26pm.

Signed ..... Dated .....

(Chair)

