

## LEDBURY TOWN COUNCIL

Report from the 1918 Armistice Commemoration Working Party  
Held at 7pm on Tuesday 11<sup>th</sup> April 2018  
in the Town Council Offices

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**Present:** Cllrs Bob Barnes (Chair), Martin Eager (Note Taker) & Andy Manns, also Brenda Hill, Mike Stephens & Lloyd Meredith (RBL), Jean Simpson (Merchant Navy Day), Jennifer Harrison, Clive Jupp, and Alison Thomas (in part).

**Apologies:** Rev Bill McKenzie

1. **Interests:** None declared.

2. **War Memorial Grant & Planning Application:**

Funding application progressing, all parties concerned with the works awaiting commencement date.

Email from War Memorial Grants office wanting the War Memorials Online website updated with the grant application details and condition report.

Mrs Harrison advised that she had been updating the site with a regular condition report.

**RECOMMENDATION:** That Cllr M Eager updates the WM site ASAP.

3. **Centenary Fields Rededication:**

Took place on 23<sup>rd</sup> March as planned, Cllr Barnes reported that this was the only rededicated site in the County (one in Worcestershire), members commented on the tree felling that day.

Everybody agreed that it was a very good service and Cllr Barnes hoped that there would be follow up articles in the local press and Ledbury Focus.

4. **Ledbury's War Memorials Booklet:**

Cllr Barnes produced design & printing figures from Rachel Lambert (Joined up Heritage) following a meeting with her. Following some discussion over the design, wording, costs and numbers the following was agreed.

- RECOMMENDATIONS:**
- a. That another meeting is arranged with Rachel Lambert to further discuss the quotes, but to accept the design quote (£350) in principle.
  - b. Mrs Harrison & Mr Jupp together contact Jonny Chan re printing quote.
  - c. That JMHS & Ledbury Primary School were approached re distribution to all pupils, and numbers required (1500 suggested).
  - d. To go with a print run of minimum 3000 and up to an initial print run max 5000

5. **Centenary Exhibitions:**

At the same meeting with Rachel Lambert, Cllr Barnes obtained quotes for Freestanding Display Floor Stands (banners) @ £200 each. Mrs Harrison had not completed her research for these yet, but agreed in principle to obtain said banners when numbers finalised. Mrs Harrison to liaise with Cllrs Barnes & Eager over the content for the banners.

Church (2<sup>nd</sup>) exhibition probably running for a 7-8 days from 6<sup>th</sup> November.

Mrs Harrison produced a draft completed early 20<sup>th</sup> Century map of Ledbury with a key to the 85 fallen of Ledbury mapped to their residences at the time. Members congratulated Mrs Harrison and Mrs Hill for the huge effort putting this information together.

Discussion as to the completed title, size and printing arrangements.

**RECOMMENDATION:** That when ready, Mrs Harrison liaise with Cllr Eager and look at Vista Print to produce an A1 (594 x 841 mm) size plastic sign initial cost around £20.00 plus delivery.

**6. Silent Soldier:**

Mrs Hill gave members an update of her communications to local businesses requesting a token £15 donation towards off-setting the cost of purchasing Silent Soldiers for Ledbury. So far £410 in donations received with the hope that enough money will be raised to purchase around 8 Silent Soldiers. Brenda had compiled a list of possible relevant locations which members approved though BBLP may have to be advised on some suggestions. It was thought that including the 2 Silent Soldiers being purchased by LTC there will be around 12 Soldiers in total. Members congratulated Mrs Hill for her endeavours and hard work in this initiative.

**RECOMMENDATION:** That LTC proceeds with ordering it's 2 Silent Soldiers without delay.

**7. Remembrance Sunday:**

Planning meeting held on 9<sup>th</sup> April 2018 and bullet point report present to members. After a considerable & intense discussion re service length, timings and content, it was agreed to adopt the report as presented.

**8. Armed Forces Day:**

Saturday 30<sup>th</sup> June 2018, flag raising ceremony at 10am, civic dignitaries to be in attendance.

**9. Merchant Navy Day:**

The meeting welcomed Mrs Simpson to the meeting, she went on to outline the plans for Sunday 9<sup>th</sup> September 2018, these included booking the Burgage Hall (may be changed to RBL after an offer from RBL members present). Service to be held at 2pm at Ledbury War Memorial. Similar invitees list to last year, Maritime Cadets to be asked to send a full contingent (just one last year). Members suggested that just a single wreath is laid. Band will start playing (Nimrod) approx 45 minutes before start of service, suggestions for other tunes/hymns welcome. Calls for medals etc for exhibition.

Further ideas for the day most welcome.

**RECOMMENDATION:** That LTC be asked to pay for band (as last year).

**SPENDING RECOMMENDATION:** That the accumulated costs so far re all the events as detailed in this report will be around £2000, and that LTC gives permission for this money to be spent from allocated budget.

**10. AOB:**

None

**Meeting Closed 8.40pm**

**Date of next meeting: Tuesday 15<sup>th</sup> May 2018 at 7pm in the Town Council Offices**

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**Present:** Martin Eager (Chair & Note Taker) Brenda Hill, Mike Stephens & Lloyd Meredith (RBL), Jennifer Harrison, and Clive Jupp,

**Apologies:** Cllr Keith Francis & Cllr Andy Manns, also Bob Barnes & Rev Bill McKenzie.

1. **Interests:** None declared.

2. **Notes from Meeting held on 11<sup>th</sup> April:** Accepted & Approved without any alterations.

3. **Matters Arising that were not on the agenda:**

It was noted that the 11<sup>th</sup> April meeting had yet to go through the Environment & Leisure Committee and Full Council, members hoped that the spending recommendation (item 9) would be ratified soon.

M. Eager informed the meeting that these two (11<sup>th</sup> April & 15<sup>th</sup> May) meetings may go straight to Full Council on 24<sup>th</sup> May.

4. **Funding Application:**

Members were presented with a letter from The War Memorial Trust stating that the funding application for the refurbishment of the War Memorial had been turned down.

Members were hugely disappointed and following discussion unanimously agreed the following....

**Recommendation:** That Ledbury Town Council using allocated funds and if necessary identified reserves, fully funds the War Memorial refurbishment and associated groundwork's on the proviso that the contractors and all other parties involved can give an assurance that the necessary permissions will be in place and so allowing subsequent works will be completed by 30<sup>th</sup> September 2018.

5. **War Memorials On-line Update:**

M. Eager & J. Harrison reported that all the Ledbury War Memorials had been updated and accredited as necessary.

6. **1918 Armistice Commemoration Updates:**

a. J. Harrison reported that another meeting was required with Rachael Lambert re Ledbury's War Memorials publication. There was still work including proofing and layout, still some confusion with numbers. M. Eager stated that he and B. Barnes would offer their time and input if it would help to facilitate the production progress of this leaflet and also with the Pop up Banners displays.

**Action:** That Jenny liaises with Rachael Lambert re future meeting with input if required from B. Barnes & M. Eager either before and/or at any meeting to be arranged.

b. Exhibition Date from 7<sup>th</sup> November to 14<sup>th</sup> November in St Michael & All Angels,

**Action:** B. Barnes & M. Eager to help move exhibition materials and help set up in church on 6<sup>th</sup> November, any other offers of help would be gratefully accepted.

c. Silent Soldiers – B. Hill reported that she had raised by donations £850 from local businesses which had been topped up to £1000 by Ledbury RBL. B. Hill congratulated for her efforts, she had also spoken to several local businesses re possible locations, these included Co-Op in New Street, Railway Station, Ledbury Fire Station, Full Pitcher & Amcor Flexibles. Other locations suggested were the Market House, Queens Walk, Walled Garden, Ledbury Recreation Ground, Ledbury Cemetery, Church Yard and Alms Houses.

**Action:** B. Hill obtains 100 Silent Soldiers and that working with RBL and any other volunteer help install at suggested locations without delay. N.B. The Indemnity Agreement had been signed by LRBL.

**Recommendation:** That Ledbury Town Council without further delay order their agreed 2 Silent Soldiers (and sign the Indemnity Agreement) and place at, (a). the railings at the cemetery at the junction of Oakland Drive and (b). in the Ledbury Centenary Fields Recreation Ground close to the rededication notice.

#### **7. Remembrance Sunday 11<sup>th</sup> November 2018:**

J. Harrison reported to the meeting that a meeting between relevant parties had taken place to set the order of service for the day, still a work in progress, Parade Marshall Len Huff not at that meeting but informed of discussion. Future meeting planned but no date set. There was discussion as to who reads out the names of the fallen; logistics and a tight timing schedule were debated. No changes to original and agreed order were proposed.

#### **8. Armed Forces Day 30<sup>th</sup> June 2018:**

Hoped that New Mayor would be at the flag raising (RBL) ceremony at 10am that day.

#### **9. Merchant Navy Day:**

Reported that Jean Simpson straight after the last meeting was shown the facilities at RBL but had not heard back. No other progress report.

#### **10. AOB:**

J. Harrison gave the meeting the map and names of the fallen which is proposed to be printed on an A1 board.

**Action:** That J. Harrison supplies M. Eager with electronic version of the map and that he arranges printing on an A1 plasticised sheet.

**Meeting Closed at 9.10pm**

**Next Meeting scheduled for 10<sup>th</sup> July 2018 at 7pm in the Council Offices**