



LEDBURY TOWN COUNCIL

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5 October 2022

**TO: Councillors Chowns, Howells, Morris & Shields (Chair)
Al Braithwaite**

Dear Member

You are invited to attend a meeting of the **Climate Change Working Party on Wednesday, 12 October 2022 at 6.10pm at Ledbury Town Council Offices, Church Lane, Ledbury**, for the purpose of transacting the business set out below.

Yours faithfully

Angela Price

A G E N D A

FILMING AND RECORDING OF COUNCIL MEETINGS

Members of the public are permitted to file or record meetings to which they are permitted access, in a non-disruptive manner. Whilst those attending are deemed to have consented to the filming, recording or broadcasting of meetings, those exercising the rights to film, record and broadcast must respect the rights of other people attending under the Data Protection Act 1998.

1 Apologies for absence

2 Declarations of Interest

To receive 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 Ledbury Town Council's Code of Conduct for Members and by the Localism Act 2011)
(Note: Members seeking advice on this item are asked to contact the Monitoring Office at least 72 hours prior to the meeting)

3 Terms of Reference

(Pages 209 - 210)

4 Election of non-council members to the Climate Change Working Party

5 To receive and note the minutes of the Climate Change Working Party held on 10 August 2022. (Pages 211 - 214)

6 Plan of Action – Develop programme of works (Pages 215 – 216)

7 Date of Next Meetings

Members agree to hold the Climate Change Working Party on the following dates:

Wednesday, 7 December 2022 – 6.10pm

Wednesday, 8 February 2023 – 6.10pm

Wednesday, 5 April 2023 – 6.10pm

LEDBURY TOWN COUNCIL

TERMS OF REFERENCE

CLIMATE CHANGE WORKING PARTY

1. Membership

Members of the Working Party can be appointed at any time during the Municipal year and will consist of both Town Councillors, members of relevant local groups/organisations.

The Membership will be made up of Councillors, stakeholders, representatives of local community groups and other interested parties.

2. Chairman

A Chairman will be appointed annually, at the first meeting of the Working Party.

The Chairman will be the main point of contact for the Clerk.

The Clerk will ensure minutes are taken from the meeting ensuring the capture of any actions proposed. This report will be submitted to the next meeting of the Environment and Leisure Committee for consideration.

3. Powers

Working Parties cannot make decisions on behalf of the Town Council, and any recommendations made by this group will be subject to approval by the Environment and Leisure Committee, Finance, Policy and General Purposes Committee and/or Council. This group has no budgetary powers.

The Council's Standing Orders apply to all meetings of the Working Party.

4. Responsibilities and Areas of Operation

Internal to the Council

To work with existing Town Council Working Groups and Standing Committees, to ensure that recommendations are considered in respect of any associated climate and environmental impact and to ensure any associated climate and environment impacts and mitigation is considered.

To help build links with other organisations and Herefordshire Council in particular, to improve waste management, public transport and housing provision and any similar projects.

To help Ledbury Town Council to develop sustainability through its Corporate Plan.

To support the Council regarding the purchasing of goods and services to ensure environmental issues are taken into account, locally and sustainably.

External to the Council

To support the community in discussion around the setting of appropriate targets for carbon reduction policy local and in support of national targets.

The Working Party will keep the Council fully informed, providing reports to the Environment and Leisure Committee meetings and ensuring that copies of all relevant documentation are made available for inspection by Council members.

LEDBURY TOWN COUNCIL

**MINUTES OF A CLIMATE CHANGE WORKING PARTY MEETING
HELD ON 10 AUGUST 2022**

PRESENT: Councillors Shields (Chair) and Whattler

ALSO PRESENT: Al Brathwaite
Julia Lawrence – Deputy Town Clerk
Sophie Jarvis – Minute Taker
Two members of the public

CC69 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Chowns and Howells, Amanda Lambourne and Dilys Merry.

CC70 DECLARATIONS OF INTEREST

RESOLVED:

No declarations of interest were received.

CC71 TERMS OF REFERENCE

The Terms of Reference were reviewed by Members of the Working Party and agreed that these should be presented at the next Environment and Leisure Committee meeting on Thursday, 15 September 2022 for approval.

RESOLVED:

That the Terms of Reference be taken to the next Environment and Leisure committee meeting on Thursday, 15 September 2022 for approval.

CC72 ELECTION OF NON-COUNCIL MEMBERS TO THE CLIMATE CHANGE WORKING PARTY

RESOLVED:

Al Braithwaite was elected as the non-council member to the Climate Change Working Party.

CC73 TO RECEIVE AND NOTE THE MINUTES OF THE CLIMATE CHANGE WORKING PARTY HELD ON 30 MAY 2022

Members asked for a list of the meeting dates for the Environment & Leisure Committee and these are to be provided.

Discussion took place regarding the 'Plastic Free Policy' and Members asked for Ledbury Town Council to adopt this Policy.

Councillor Whattler queried what would happen to all the plastic chairs that the Town Council had purchased for use under the Market House. Councillor Shields clarified that they are not single use objects and further defined 'single use plastics', i.e. carrier bags, plastic bottles and plastic cutlery. Councillor Shields mentioned that water refill points in the Town could be a possibility to look at in the future to encourage people to use re-usable water bottles.

Members referred to the document circulated at the meeting (copy attached): "Vision: Making Ledbury a Plastic free Community".

Under the Underpinning Actions, it read: *"To gather data that indicates the volumes of single use plastics generated across the Ledbury Community so that there is a known starting point against which success can be measure. (This may not be possible)"*. A member of the public queried why it stated "This may not be possible" and Al Braithwaite clarified that she had included this because the data gathered still needed to be measured. Councillor Shields noted that Tesco and the Co-op were now collecting single use plastic, and this may be a way of encouraging other supermarkets to do the same thing. Councillor Shields requested that an amendment to the bullet point be made to read "To explore the possibility of gathering data".

The document is to be duly amended and presented at the next Environment & Leisure Committee for consideration and approval.

Councillor Shields informed Members of the Working Party that no one had been in touch with the Deputy Clerk with names of groups that litter pick. This item will be carried forward to the next meeting to establish a list of litter picking groups and establish a litter picking timetable. Councillor Whattler suggested that the Town Council prepares a press release, as well as including all relevant social media platforms, asking groups who litter pick to identify themselves so that a coordinated approach can be planned.

RESOLVED:

That the minutes of the Climate Change working party held on 30 May 2022 be approved and signed as a correct record.

That the amended document, "Vision: Making Ledbury a Plastic free Community" be considered and approved by the Environment and Leisure Committee.

That the Town Council prepares a press release (and to include relevant social media platforms) asking groups who litter pick to identify themselves.

CC74 WORKSHOP TO DEVELOP CLIMATE CHANGE WORKING PARTY STRATEGY

Members of the Working Party debated and agreed on a Plan of Action outlining proposed areas of activity, with examples, to be taken to the next Environment and Leisure Committee meeting on 15 September 2022. It was anticipated that the Committee could then agree in broad terms the areas of activity for the Working Party, who would then draw up some specific project proposals. A copy of the Plan of Action is attached to these minutes.

RESOLVED:

That Members of the Climate Change Working Party agreed for the Plan of Action document to be presented at the next Environment and Leisure Committee meeting to seek support in order that projects could be drawn up for consideration and approval.

CC75 DATE OF NEXT MEETING

Councillor Whattler asked if all future meetings could start at 6.10pm in order to allow sufficient time to park the car once the free parking came into force at 6.00pm.

Councillor Shields asked for the next Climate Change Working Party meeting to be put back by a week due to holiday commitments. It was therefore agreed that the next Climate Change Working Party would meet on Wednesday, 12 October 2022 and not Wednesday, 5 October 2022 as previously scheduled.

RESOLVED:

That the date of the next Climate Change Working Party meeting will be held on Wednesday, 12 October 2022, in the Council Offices starting at 6.10pm.

The meeting closed at 7.25pm

Signed Dated
(Chair)

CLIMATE CHANGE WORKING PARTY

PLAN OF ACTION

Areas of Activity with examples of possible projects to be explored

1. DEVELOPING RESILIENCE FOR EXTREME WEATHER CONDITIONS **(i.e. heatwaves/flooding/snow ('Beast from the East'))**

Examples of possible activities

- ✓ Create a Cool room for members of the public (e.g. St Katherines).
- ✓ Create a warm room for members of the public (e.g. Library).
- ✓ Review the support that Herefordshire Council can give in extreme weather conditions.
- ✓ Providing water refill points for dehydration.

2. RAISE PUBLIC AWARENESS AND BUILDING PUBLIC ENGAGEMENT

Examples of possible activities

- ✓ Create a blog/information resource.
- ✓ Events presence.
- ✓ Climate Change activities.
- ✓ Work with local groups and organisations to increase knowledge and raise awareness within the Town.

3. BUILD YOUTH ENGAGEMENT

Examples of possible activities

- ✓ Continue to develop contact with primary and high schools and consider reforming a Youth Council.
- ✓ Explore opportunities to involve youth volunteers in CCWP activities.

4. BUILD A RESOURCE BASE OF INFORMATION AND CONTACTS

Examples of possible activities

- ✓ Create a 'sustainability' section on the website general information e.g. about recycling, insulation, energy efficient transport.
- ✓ As part of the sustainability section, provide a list of useful contacts – similar to the directory in the Focus. Consider having a centre spread of this information in the 'Focus'.

5. DEVELOP RESILIENCE TO SHORTAGES (E.G. FOOD, FUEL ETC)

Examples of possible activities

- ✓ Explore and strengthen links between local farmers/suppliers and outlets in the Town.
- ✓ Develop a link between local food producers and shoppers in the Town.
- ✓ Explore opportunities for more allotments and market gardening.
- ✓ Support Hereford Food Charter.

- ✓ Promote the use of wool both to keep warm individually and for insulation.

6. **KEEP UNDER CONSIDERATION OPPORTUNITIES TO REVIEW THE TOWN'S CARBON FOOTPRINT**

Examples of possible activities

- ✓ Seek advice from Herefordshire green network/CAT (Centre for Alternative Technology" (charity).
- ✓ Look for opportunities to collaborate with NMiTE.