

**LEDBURY TOWN COUNCIL**

**MINUTES OF A MEETING  
OF THE ENVIRONMENT & LEISURE COMMITTEE  
HELD ON THURSDAY 11<sup>th</sup> FEBRUARY, 2016**

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**Present:** Councillor: M Eager – Chairman  
P Bettington - Vice Chairman

Councillors: D Baker                      R Barnes  
A Bradford                      E Fieldhouse  
K Francis                      A Manns  
N Morris                      J Roberts  
N Roberts                      R Yeoman

**In Attendance:** Mrs K Mitchell - Clerk to the Council  
Mrs B Stump - Clerical Officer

**E.13-02.16 APOLOGIES**

Apologies for absence were received from Cllrs A Crowe and E Harvey.

**E.14-02.16 DECLARATIONS OF INTERESTS**

There were no interests declared at this point in the meeting.

**E.15-02.16 PUBLIC PARTICIPATION**

There were no members of the public present.

**E.16-02.16 MINUTES**

The Minutes of the meeting held on 14th January 2016, copies having been previously circulated, were confirmed as an accurate record and signed by the Chairman.

**E.17-02.16 DEVOLVED SERVICES**

Members received a report, prepared by Cllr Bettington relating to a Public Realm Parish Briefing held on 4th February 2016. Members were advised that since that briefing, Cllrs Eager, Bettington and Warmington had met with the Head of Devolved Services at Balfour Beatty Living Places (BBLP) Paul Shipton, and the BBLP Locality Steward for Ledbury, Neil James, regarding grass cutting of Herefordshire Council owned amenity areas. (Refer E7-01.16.)

Cllr Eager advised that Ledbury Town Council could use its own contractor to infill grass cutting over and above the six cuts a year provided by BBLP to maintain the grass at an acceptable length in high usage areas. There was concern about potential risks with two contractors sharing the responsibility for the grass cutting on Herefordshire Council owned amenity areas.

**RESOLVED: That the Clerk contacts the Cabinet Member for Highways and Transport at Herefordshire Council, Cllr Paul Rone, requesting he confirm in writing that Ledbury Town Council's contractor and Herefordshire Council's contractor, BBLP, may jointly cut the grass on Herefordshire Council owned amenity areas in Ledbury. That the response be brought back to the E&L Committee for further discussion.**

The Clerk was requested to ascertain the statutory and non statutory services provided by Herefordshire Council, and, whether the grassed area at Martin's Way, Ledbury is maintained through developer contributions.

#### **E.18-02.16 TOWN CENTRE**

The Chairman had nothing to report to the Committee regarding advice and quotations for restoration works to the War Memorial, but advised that he would be pursuing the matter.

#### **E.19-02.16 UPDATES FOR INFORMATION ONLY**

##### **The Pytel Sculpture**

The Clerk gave a verbal update on the status of the installation of the Pytel Sculpture on the Gloucester Road roundabout. She advised that the Helping Hands Company had commissioned a structural survey on the installation process. Balfour Beatty however, had requested that a second opinion be sought. It was felt that the Surveyor's/Engineer's Professional Indemnity Insurance would mitigate any risk, and therefore if BBLP insisted upon an additional survey, then any cost should be borne by themselves.

##### **Dog Hill Wood Coppicing Grant Update**

Members were advised that due to the Forestry Commission withdrawing the grant for woodland improvement, there is no funding available. In order to proceed with planned coppicing works the contractor would be willing to take wood from Dog Hill Wood in part payment, to cover a shortfall of approximately £200. The Council has a responsibility to

maintain the Dog Hill Wood, and therefore Cllrs Barnes, Eager, Manns and Morris agreed to visit with the contractor, to inspect trees and discuss the matter further.

#### **E.20-02.16 CORRESPONDENCE - for information**

The Clerk advised that January 2016's Balfour Beatty Parish Newsletter had been forwarded to Councillors by email.

#### **E.21-02.16 WORKING PARTIES**

##### **Cemetery**

Members were circulated with the report from the meeting held on 25th January 2016, and considered the following recommendations:

- 3. Boundary Fencing: Recommendation: To go ahead with the work as quoted for the sum £1390.00
- 4. Concrete Edging: Recommendation: Support in principle the sum of £3,041.00 but to look at lower material costs.

Members were advised that a lower quotation in the sum of £2,053 had been obtained.

- 5. Boundary Wall: Recommendation: Obtain further quotes and if possible obtain a structural type survey with a schedule of works.
- 6. Driveway Resurface: Recommendation: To put works in hand as soon as possible but that additional quotations for gravel be obtained before work commences to obtain best value.
- 7. Memorial Plaques: Recommendations:
  - a. To approve installation of the memorial bench with plaque at no cost to this council.
  - b. To allow up to 15 memorial plaques per bench at a cost to be decided with a maximum time of 10 years per plaque.

**RESOLVED: That recommendation 7b be referred back to the Cemetery Working Party for further discussion.**

**Recommendation to Full Council: To approve recommendations 3, 4, 5, 6, and 7a.**

#### *PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960*

*Due to the confidential nature of the business to be transacted and pursuant to Section 1(2) of the above Act, a resolution was passed to exclude the public and press during discussion of the following agenda items. The confidential nature being the consideration of contractual matters.*

Referring to item 9. Members considered the working party's recommendation relating to a complaint. Refer EX02/2016 and EX03/2016.

**Recommendation to Full Council: To approve the recommendations contained in Exempt Information EX02/2016.**

*The meeting returned to open session.*

**E.22-02.16 DATE OF NEXT MEETING AND AGENDA ITEMS**

The next meeting of the Environment & Leisure Committee will be held on Thursday, 10th March, 2016.

There being no further business, the Chairman closed the meeting at 8.40 p.m.

Chairman ..... Date .....