

## LEDBURY TOWN COUNCIL

### MINUTES OF AN ENVIRONMENT & LEISURE COMMITTEE MEETING HELD ON 17 MARCH 2022

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**PRESENT:** Councillors Bradford, Eakin, Knight (Chair), Sinclair and Whattler

**ALSO PRESENT:** Julia Lawrence – Deputy Clerk

#### **E237 TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Chowns and Morris.

#### **E238 THE NOLAN PRINCIPLES**

The Nolan Principles were received and noted.

#### **E239 DECLARATION OF INTEREST**

**RESOLVED:**

None received.

#### **E240 PUBLIC PARTICIPATION - TO CONSIDER QUESTIONS/COMMENTS FROM MEMBERS OF THE PUBLIC IN ACCORDANCE WITH THE PROVISIONS OF STANDING ORDERS 3(E) AND 3(F)**

**That the Chair asked Members of the Committee if they would agree to bring Item No. 12 forward. This was proposed by Councillor Eakin and seconded by Councillor Knight.**

#### **E241 MEMORIAL PLAQUE FOR 'BEN'**

Members of the Committee read an email that had been received from Hazel Webster of Ledbury Carers Group requesting that Ledbury Town Council give consideration to a plaque being erected on one of the benches outside of the Market House in memory of 'Ben' who was described as a "unique colourful character in the town, who walked around the town centre daily, stopping for a rest on the bench at the Market House".

Councillor Bradford advised members of the public who were present that the benches around the Market House did not belong to Ledbury Town Council and advised Hazel Webster to make contact with Councillor Liz Harvey who was the Ward Member for Ledbury North/Herefordshire Council, in order that Councillor Harvey could give consideration to this request. Members requested that the Deputy Clerk write to Hazel Webster and forward on Councillor Harvey's contact details.

Councillor Whattler suggested that they might like to consider a bench at Ledbury Cemetery but it was noted that Ben spent her time by the Market House and hence why this was the preferred location.

**RESOLVED:**

**That the Deputy Clerk is requested to contact Councillor Liz Harvey and advise her that Hazel Webster would be making contact with her direct as regards the request for a memorial plaque for Ben.**

**E242 TO RECEIVE AND NOTE THE MINUTES OF A MEETING OF THE ENVIRONMENT & LEISURE COMMITTEE HELD ON 20 JANUARY 2022**

Councillor Whattler made reference to Minute No. E224 stating that whilst he considered it was not appropriate to plant trees in the ground, he had no objection to trees being planted in pots.

**RESOLVED:**

**That the minutes of an Environment & Leisure Committee held on 20 January 2022 be approved and signed as a correct record subject to the amendment noted above.**

**E243 TO REVIEW ACTION SHEETS**

E223(1) – Councillor Whattler questioned why the “Explorer Play dome” had not been put forward as an alternative piece of children’s play equipment. The Deputy Clerk advised that this particular piece of equipment had been presented by another company which had not been selected at the last Environmental & Leisure Committee Meeting. However, the Deputy Clerk advised that further discussion on the children’s play area was to be covered in a further report at the meeting (Agenda Item No. 8.3).

E224 – Members of the Committee are to note that further information was requested from Councillor Liz Harvey in respect of the blossom trees in Ledbury High Street.

E231(2) – Members of the Committee requested that the Deputy Clerk set up a meeting between representatives from Balfour Beatty and Ledbury Town Councillors to establish a suitable location for a new bike rack in Ledbury town centre.

**RESOLVED:**

- 1 That Councillors received and noted the contents of the report.**
- 2 That the Deputy Clerk arrange a meeting between Balfour Beatty and Ledbury Town Councillors to establish a suitable location for a new bike rack in Ledbury town centre**

## **E244 CEMETERY**

### **RESOLVED:**

- 1 That in accordance with Standing Order 23(a), authority be given for the Deeds of Exclusive Right of Burial 712 and 714 to be signed, granting the exclusive right of burial to those named on the interment form.**
- 2 That in accordance with Standing Order 23(a), authority be given for the Deeds of Exclusive Right of Burial 642 to be signed, granting the transfer of the exclusive right of burial to those named on each transfer request.**

## **E245 RECREATION GROUND**

### **1 Outdoor Gym Equipment**

Members of the Environmental & Leisure Committee agreed to the purchase of replacement legs for the Seated Leg Press at £770.00, excluding VAT, together with the purchase of a rubble handle for the Double Cross Country Skier at £8.50, excluding VAT.

Councillor Whattler suggested that good locking nuts should be provided for the replacement legs to prevent these new parts being stolen.

### **2 Future of the Shelter**

Councillor Bradford stated that he was under the impression that the future of the Shelter had already been determined at a previous meeting. The Deputy Clerk reminded members of the Environmental & Leisure Committee that measures were to be put in place first, such as improved lighting, clearance of vegetation and undergrowth and improved CCTV, to see if this made a difference. These measures had now been implemented. Councillor Knight made reference to a recent meeting that she and the Clerk had had with the Police. The Police confirmed that they would now be using different "policing methods" and did not see it essential for the Shelter to be removed now that we were coming into the Spring. Councillor Eakin believed that despite this, we could, nevertheless face the same issues next Winter.

Councillor Bradford reported that he had been speaking with a Youth Worker who confirmed that the youth were in favour of the alternative option put forward, being to move the Shelter further up on the grass area but facing towards Bye Street. Members of the Committee felt that moving the Shelter so that it was facing Bye Street was not appropriate as it would not be covered by CCTV.

Councillor Sinclair said that the Shelter did not need to stand on a hard standing surface whereas Councillor Whattler stated that standing the Shelter on just grass would not be appropriate especially when trying to

clear up the broken glass bottles, needles and any other rubbish that has been deposited by the youths and in some instances had been stamped into the grass. As it is easier to sweep up from a hard service, it was decided that paving slabs would be appropriate.

Members of the Environment & Leisure Committee agreed that the Shelter should, in the interim, be moved to the new location but should remain facing in the same direction. The Shelter would not be moved 180 degrees, i.e. facing Bye Street until appropriate CCTV was in position and in operation. It was noted that a new contractor needed to be sought to move the Shelter since the original provider was no longer in business.

### **3 Children's Play Equipment**

Councillor Whattler considered that the two options put forward for the new piece of children's play equipment were not exciting enough as compared to the Explorer Dome piece of equipment that had been presented at the meeting on 20 January 2022. The Deputy Clerk advised Members of the meeting that the Explorer Dome had been put forward by another company, which had not been selected.

The Deputy Clerk advised Members of the Environment & Leisure Committee that she would be undertaking a consultation with both Ledbury and Eastnor Primary Schools and John Masefield Secondary School to gauge what the children would like to see at the recreational ground. Councillor Whattler asked for the Explorer Dome style of equipment to also be put forward as an alternative option and the Deputy Clerk agreed to do so. The Deputy Clerk reminded Members that the Explorer Dome was considerably more expensive than the other two pieces of equipment being considered and Councillor Whattler suggested that it may be appropriate to ascertain what the overall consensus was for this new piece of equipment but for it to be installed in the following financial year 2023/24 in order that funding could be used in the forthcoming financial year 2022/23 to make improvements to the skate park. Members of the Environment & Leisure Committee were all in favour of this proposal.

#### **RESOLVED:**

- 1 That Members of the Environment & Leisure Committee received and noted the contents of the report.**
- 2 That Members of the Environment & Leisure Committee request that the Deputy Clerk arranges for the supply and installation of the missing legs for the seated leg press and providing a rubber handle for the double cross country skier at a total cost of £778.50 plus VAT.**

- 3 **That Members of the Environment & Leisure Committee agree to the Shelter being moved to the location as detailed in Appendix C (Item No. 8.2), facing in the same direction as its current location. The Shelter will then only be moved 180 degrees (when it would be facing Bye Street) once new CCTV has been installed and is in operation.**
- 4 **That Members of the Environment & Leisure Committee noted that a consultation would take place with Ledbury and Eastnor Primary Schools and John Masefield Secondary School to gauge a preference on which piece of children's play equipment was preferred and the Deputy Clerk will report back to the Environment & Leisure Committee at a future meeting.**

#### **E246 RECREATION GROUND – SKATE PARK**

Members of the Environment & Leisure Committee discussed the skate park, noting that certain aspects of the equipment was not safe. Councillor Bradford stated that he had spoken with a youth worker who queried the distances between ramps if using a bike. Members considered the two options put forward. Option One: to undertake priority maintenance/riding surface replacement on the equipment (Item No. 9, Appendix A) or Option Two: to provide new equipment (Item No. 9, Appendix B).

Members of the Environment & Leisure Committee were all in favour of Option Two. Councillor Sinclair requested that the Deputy Clerk seek further clarification relating to the installation costs shown on the Company's quotations as there was a significant difference. Option One amounted to £20,095.00 [3 x site operatives and being on site for 12 days whereas Option Two amounted to £6,500.00 [2 x site operatives and being on site for 5 days]. Members requested that the Deputy Clerk obtain details from the contractor and report back at the next meeting.

The Deputy Clerk advised Members that the quotation did not allow for any new tarmac surface underneath the existing pieces of equipment once they are moved to their new positions. A ball park figure for the resurfacing could well be in the region of £5,000.00 to £6,000.00 but until the equipment is removed, it is difficult to ascertain how much resurfacing will be necessary, if any.

#### **RESOLVED:**

- 1 **That Members of the Environment & Leisure Committee agreed to proceed with Option Two in principle, subject to receiving further clarification on the installation costs noted in the quotations attached. The Deputy Clerk is to bring back further details to the next meeting.**

## **E247 CLIMATE CHANGE WORKING PARTY COMPLAINT**

Members of the Environment & Leisure Committee discussed the letter of complaint that had been received from the Chair of the Climate Change Working Party. Members considered that there were insufficient Councillors within Ledbury Town Council who had any real interest in climate change and suggested that the Chair of the Working Party may wish to encourage other members of the public to become Councillors who had an interest in this subject matter and who would be committed.

The Deputy Clerk reminded Members that Ledbury Town Council had signed up to a Climate Emergency Declaration. Unfortunately a couple of the Members present confirmed that they were not aware of this Declaration nor indeed that it had been approved.

The Deputy Clerk further stated that when the Working Party had put forward suggestions and ideas to the Environment & Leisure Committee, when these ideas were not to be pursued, insufficient detail had been fed back to the Working Party. Therefore, Members of the Environment & Leisure Committee agreed to give more detailed responses to requests in the future.

### **RESOLVED:**

- 1 That the Deputy Clerk is to contact the Chair of the Climate Change Working Party to put forward a suggestion to encourage members of the public to become Councillors, and particularly with those who have an interest in climate change.**
- 2 That Members of the Environment & Leisure Committee agree to provide detailed responses to any requests put forward, with immediate effect.**

## **E248 OCTOBER FAIR 2022**

Members of the Environment & Leisure Committee discussed whether the October Fair 2022 should be allowed to open the Fair an hour earlier on both days which would result in the various roads having to be closed also an hour earlier.

Councillor Bradford recommended that Ledbury Town Council should talk to the traders first to gain their views whereas Councillor Sinclair believed that if they were trading for an extra hour each day, then Ledbury Town Council should expect to receive a 17% uplift on the current charge received from the Fair and that this needed to be explored and agreed first before making a decision.

Councillor Whattler considered that if the roads were closed an hour earlier at 3.00pm, this would have an impact on the school run as parents would not be able to drive through Town. On reflection, for this reason, Members of the Environment & Leisure Committee agreed that the hours of the Fair would

remain the same as last year: roads close at 4.00pm with the Fair starting at 5.00pm until 10.00pm.

**RESOLVED:**

- 1 That Members of the Environment & Leisure Committee agreed for the hours of the Fair to remain unchanged. Therefore, hours of the Fair will be 5.00pm until 10.00pm but closing the various roads at 4.00pm each evening.**

**E249 CHRISTMAS LIGHTS**

Members of the Committee discussed the options that had been put forward by the Town Clerk noting that there were two options on the table to consider. However, Members of the Environment & Leisure Committee asked to see sight of a revised contract which listed all the lights now being proposed so to ensure that nothing had been omitted. Councillor Bradford made reference to the lack of lights down New Street as compared to previous years and the Deputy Clerk re-confirmed that there would be 3 vertical lights installed on lamp posts along the Southend. Councillor Sinclair requested that the Clerk provide an up to date list of what is to be included at Christmas 2022 and resubmit.

**RESOLVED:**

**That the Clerk provide a full summary of all Christmas lights to be installed in November 2022 to Members of the Environment & Leisure Committee in order that they can then decide what option to select.**

**E250 CORPORATE PLAN**

Members of the Environment & Leisure Committee noted the contents of the Corporate Plan. Councillor Sinclair requested that "B8 – Reduce carbon footprint" be moved to the priority list.

**RESOLVED:**

- 1 That the Corporate Plan be received and noted.**
- 2 That "B8 – Reduce carbon footprint" be moved under the priority list.**

**E251 WORKING PARTIES**

- 1 TO RECEIVE AND NOTE THE MINUTES OF THE MEETINGS OF THE EVENTS WORKING PARTY HELD ON THURSDAY, 13 JANUARY 2022, THURSDAY, 27 JANUARY 2022 AND THURSDAY, 17 FEBRUARY 2022 AND CONSIDER ANY RECOMMENDATIONS THEREIN.**
- 2 TO RECEIVE AND NOTE THE MINUTES OF THE MEETING OF THE**

**CLIMATE CHANGE WORKING PARTY HELD ON 6 DECEMBER 2021 AND MONDAY, 7 FEBRUARY 2022 AND CONSIDER ANY RECOMMENDATIONS THEREIN.**

Members of the Committee referred to the high visibility jackets (Item No. CC47) stating that they did not consider the wording "LTC for the Community" necessary. However, the Deputy Clerk advised that these jackets were being funded through the Welcome Back Fund.

**RESOLVED:**

- 1 That minutes of the meetings of the Events Working Party held on 13 January 2022, 27 January 2022 and 17 February 2022 be approved and signed as a correct record of the minutes.**
- 2 That minutes of the meeting of the Climate Change Working Party held on 7 February be approved and signed as a correct record of the minutes.**

**E252 DATE OF NEXT MEETING**

That the date of the next meeting is to be agreed at the Annual Meeting of Council scheduled for Thursday, 12 May 2022.

**E253 EXCLUSION OF PRESS AND PUBLIC**

**RESOLVED:**

**That 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.**

**E254 RECREATIONAL GROUND – CCTV**

Members of the Committee noted that variations to the CCTV quotations were in the process of being received to accommodate the area near the basketball court and that these would then be shared with Herefordshire Council's Monitoring Centre to ensure that the equipment would be compatible.

However, due to the changes proposed for the revised location of the Shelter, the Deputy Clerk advised that a further revision to the existing quotations would be required so to ensure that once the Shelter was in its new position, that appropriate CCTV was in place to cover the Shelter. The proposed new CCTV would now also be located at the Bye Street end of the recreational park, looking inwards towards the skate park. Members of the Committee needed to note that this particular parcel of land may not be in the ownership of Ledbury Town Council so this too is also being investigated.



**RESOLVED:**

- 1 That members received and noted the report.**
- 2 That the Deputy Clerk will bring back further proposals of a new CCTV system to the next Environment & Leisure Committee meeting.**

The meeting ended at 8.30pm.

Signed ..... Dated .....  
(Chair)

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