

C.93 - 07.16 CHAIRMAN'S REPORT AND CORRESPONDENCE

The Town Mayor gave a report on her activities since the last meeting. She reported that she had conveyed the Council's condolences to the family of the late Brian Reader, who had sadly died in Ledbury during the Armed Forces Day WW1 event on Saturday 25 July.

The Mayor advised that she had received correspondence from:
Five individuals praising the recent Armed Forces Day event.
Three local residents and one Hereford resident regarding an anti racism statement.

The Headteacher at Ledbury Primary School thanking her for attending the school carnival.

A local resident regarding Neighbourhood Plan Income and Expenditure.

A resident of Hillfield Drive regarding Dog Hill Wood.

C.94 - 07.16 NEIGHBOURHOOD DEVELOPMENT PLAN

Members received a report of the Neighbourhood Development Plan meeting held on 11th July, 2016 on communications, consultations and policies.

RESOLVED: That the Report be noted.

C.95 - 07.16 HEREFORDSHIRE COUNCILLORS REPORTS

Cllr Harvey presented a joint report with Cllr Warmington.

Ward member reports are available to view on the Town Council website.

C.96 - 07.16 COMMITTEE MATTERS - ECONOMIC DEVELOPMENT & PLANNING

Cllr R Barnes, Chairman of the Economic Development & Planning Committee, presented the minutes of the meeting held on Thursday, 23rd June 2016, copies having been circulated.

RESOLVED: That the Minutes P.56-06.16 to P.67-06.16 be received and noted and that any recommendations contained therein be approved and adopted.

**VOTING: For 12
Abstentions 1**

C.97 - 07.16 COMMITTEE MATTERS - ENVIRONMENT & LEISURE

1. Councillor M Eager, Chairman of the Environment & Leisure Committee, presented the minutes of the meeting held on 30th June 2016, copies having been circulated.

RESOLVED: That the Minutes E.48-06.16 to E.59-06.16 be received and noted, and that any recommendations contained therein be approved and adopted.

**VOTING: For 12
Abstentions 1**

2. Members considered the purchase of a replacement vehicle.

RESOLVED: That the Clerk, in consultation with Councillors Baker and Eager be given authority to purchase a Town Council vehicle within budget.

VOTING: Unanimous

3. Councillor Fieldhouse presented a report from the Events Working Party meeting held on 12th July 2016. Following discussion the following recommendation was amended:

RESOLVED: That the recommendation under item 2.:

'LTC to be asked at next Full Council Meeting for the sum of £1,000 to cover events in 2016/17.

be amended to read:

'That the Town Council allocates £400 to cover events in 2016/17 with any monies unspent being returned to reserves'.

**VOTING: For 12
Abstentions 1**

RESOLVED: That the Report be noted and that the recommendations, as amended be approved and adopted.

**VOTING: For 10
Abstentions 3**

Cllr Harvey wished it recorded that she abstained from voting because of her involvement with the Portas fund money mentioned at point 5.f of the report.

C.98 - 07.16 COMMITTEE MATTERS - FINANCE & GENERAL PURPOSES

1. Councillor Rob Yeoman, Chairman of the Finance & General Purposes Committee, presented the Minutes of the meeting held on 7th July 2016, copies having been circulated.

Referring to F.55-07.16 - Cllr Warmington to be added to apologies.

Referring to F.60-07.16 - Internal Audit year ended 31st March 2016. Cllr Harvey informed Members that she would be submitting a formal challenge to the external auditors regarding the Town Council Accounts and Annual Governance Statement 2015-16.

She also expressed concern at the security of the Town Council's website and its content and reported that she had succeeded in "hacking" it.

Members were advised that the alleged vulnerability of the website would be investigated without delay.

RESOLVED: That the Minutes F.55 - 07.16 to F.67 - 07.16 be received and noted and that any recommendations contained therein be approved and adopted.

**VOTING: For 10
Abstentions 3**

2. To consider virement of budgeted funds to cover hosted computing proposal. (Refer F.61-07.16 and EX04/2016).

RESOLVED: That this item be referred to the Finance & General Purposes Committee for consideration.

VOTING: Unanimous

C.99 - 07.16 OPERATIONAL REVIEW / SCHEME OF DELEGATION

Members discussed the drawing up of a draft Policy of devolved powers to Committees and Scoping Statement for the planned operational review. Following discussion it was agreed that the consideration of devolving powers to the committees should take place after the operational review.

RESOLVED: That a Task and Finish group be set up to prepare a Scoping Statement for the Operational Review, for consideration at the Full Council meeting on 29th September 2016.

**VOTING: For 12
Against 1**

Membership of a Task & Finish Group to comprise: The Mayor, Deputy Mayor, Committee Chairmen and Deputies, and Councillors Morris and Crowe.

C.100 - 07.16 POLICIES AND PROCEDURES

Members considered setting up a Task and Finish Group to review the Complaints and Unreasonable Complainant Behaviour Policies.

RESOLVED: That the Complaints and Unreasonable Complainant Behaviour Policies be referred to the existing Policies & Procedures Task and Finish Group, for review

VOTING: Unanimous

C.101 - 07.16 NOTICE OF MOTION 2/2016

Proposed by Councillor N Morris

That: **“This council welcomes the initiatives being promoted by the National Association of Local Councils to recognise excellence in local government. We wish to evidence our support for this objective by resolving that Ledbury Town Council signs up to the Local Council Award Scheme in 2016, with the intention to work toward achieving the Foundation Award by September 2017 and to achieving the Quality Award by May 2019.”**

It was noted that the Council already complies with much of the Scheme's criteria for accreditation for the Foundation Award and that whilst time frames had been included in the Notice of Motion, these should not be adhered to too stringently.

RESOLVED: That the motion be approved.

VOTING: Unanimous

C.102 - 07.16 LEDBURY PLACES PROJECT

Cllr Yeoman gave an update on the project's progress, copies having been circulated to members.

RESOLVED: That the Report be noted.

C.103 - 07.16 OUTSIDE BODIES

Citizen's Advice Bureau

Cllr Eager gave a verbal report of a meeting he had attended together with other representatives of the market towns on 20th July, regarding

proposed partnership working with Herefordshire Council to provide accommodation and funding for the Citizens Advice Bureaux.

East Hereford Area Committee meeting of Herefordshire Association of Local Councils

Members received a report prepared by Cllr K Francis of a meeting held on Wednesday 6th July 2016.

RESOLVED: That the reports be noted.

C.104 - 07.16 GENERAL CORRESPONDENCE

Members were circulated with list of general correspondence received in the office.

The Town Mayor advised members that Cllr Mackness had tendered her resignation from the Council with immediate effect.

C.106 - 07.16 TO NOTE THE DATE OF THE NEXT MEETING

The next Full Council meeting is scheduled to take place on 29th September 2016.

Cllr Eakin left the meeting at 9.55pm

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 employment matters.

C.107- 07.16 STANDING COMMITTEE MINUTES

Members received the Minutes of the Standing Committee meeting held on 14th July 2016, copies having been circulated.

The recommendations under S.4-07.16 were considered in two parts.

1. Referring to Recommendation 1.

It was **RESOLVED: That the recommendation to:**

'consider taking legal action to protect its staff from harassment'

be amended to read:

'To empower the Standing Committee to take legal action to protect its staff from harassment'.

VOTING: For 9
Against 3

2. Referring to Recommendation 2.

RESOLVED: That a budget of £10, 000 be allocated for such action.

VOTING: For 9
Against 3

3. Referring to Recommendation 4 under S.6-07.16

It was **RESOLVED:** That the recommendation (4)

'That the Clerk and Deputy Clerk be remunerated for additional hours worked, as approved by their line managers, for up to 3 hours and 8 hours per week, respectively'.

be amended to read:

'That the Clerk and Deputy Clerk be remunerated for additional hours worked, for up to 3 hours and 8 hours per week, respectively as approved by the Standing Committee and line manager respectively'.

VOTING: Unanimous

RESOLVED: That the Minutes S.01- 07.16 to S.06 - 07.16, as amended, be received and noted and that any recommendations contained therein, be approved and adopted.

VOTING: For 9
Against 2
Abstentions 1

The meeting closed at 10.30pm.