

LEDBURY TOWN COUNCIL

MINUTES OF A MEETING OF THE ENVIRONMENT & LEISURE COMMITTEE HELD ON THURSDAY 13th OCTOBER, 2016

Present: Councillor: M Eager - Chairman
Councillors: D Baker R Barnes
A Bradford A Crowe
M Eakin E Fieldhouse
N Morris J Roberts
N Roberts

In Attendance: Mrs K Mitchell - Clerk to the Council
Mrs M Bradman - Deputy Clerk
2 Members of the public

E.71-10.16 APOLOGIES

Apologies for absence were received from Councillors K Francis and A Manns.

E.72-10.16 DECLARATIONS OF INTERESTS

There were no interests declared.

E.73-10.16 PUBLIC PARTICIPATION

No members of the public wished to speak.

E.74-10.16 MINUTES

The Minutes of the meeting held on 8th September 2016, copies having been previously circulated, were confirmed as an accurate record and signed by the Chairman.

E.75-10.16 BUDGET 2017/18

Members considered the first draft of the budget required by the Environment & Leisure Committee budget for 2017/18. Each cost centre was examined and budget lines highlighted for change or for further consideration at the next meeting.

The Chairman suggested that there should be a concerted effort to improve the recreation ground play equipment during 2017/18.

E.76-10.16 CEMETERY

1. i) Costs for the installation of a telephone and broadband line for the cemetery office to enable the upgrade of the CCTV system to a Wi-Fi enabled system were unavailable but would be presented if available, for consideration at the next Full Council meeting.

- ii) Members considered estimated costs for a CCTV upgrade in the sum of £640 and agreed for peace of mind that the system should be upgraded.

Recommendation to Full Council: That the CCTV system should be upgraded with costs met from the Memorial Testing reserves.

2. Members considered the Tree Inventory & Safety Inspection report. Concern was raised about the health of some trees and the potential risk in the event of adverse weather conditions.

Recommendation to Full Council: That Councillors Eager and Barnes and the Grounds Officer meet with a tree surgeon at the cemetery, to identify any trees that require immediate remedial works.

3. Members considered the following revised cemetery policy documents.
 - i) Rules & Regulations for Funeral Directors and Grave Diggers
It was proposed that item 8 of the document be further amended to read;
The funeral director is responsible for the grave until it has settled, should subsidence occur, the funeral director will be notified. If remedial work has not been completed by the funeral director Ledbury Town Council will remedy the defect and will seek to recover the cost from the funeral director responsible.
 - ii) Cemetery Administrative & Operational Policy
 - iii) Health & Safety Risk Assessment Record

Recommendation to Full Council: That the above documents as amended, be approved and adopted.

Agenda item 7 was moved to the end of the meeting to consider quotations in private session.

E.77 -10.16 TREE WARDEN NETWORK

1. The Chairman read out an email from Mrs Ann Crane requesting that the members consider her for the position of volunteer Tree Warden.

Recommendation to Full Council: That Mrs Crane be appointed volunteer Tree Warden for Ledbury and that the Tree Warden Network be notified accordingly.

2. Councillor Eakin gave a verbal report following his attendance at the 'Trees and the Law' talk. He was able to assure members that the membership to the Tree Warden Network was worthwhile and that appointing a Tree Warden would be beneficial to the town.

E.78 -10.16 WORKING PARTIES/TASK & FINISH GROUPS

1. Christmas Lights

Members considered the report from the meeting held on 4th October, 2016. The Chairman informed members that a letter had been received from a member of the Christmas Lights working party expressing concern over the appropriateness of using a Medieval re enactment group as entertainment for children at the switch-in event. Following discussion it was generally felt that the group would provide extra interest to the day.

Recommendation to Full Council: That the recommendations from the Christmas Lights working party be approved.

RESOLVED: That the report be noted.

2. Events

Members considered the report from the meeting held on 4th October, 2016. The Chairman updated the committee adding that he had approached both the Poetry Festival Manager and Mr Arcscott with regard to holding a party to commemorate the 400th anniversary of the Market House on the last day of the Poetry Festival, 9th July 2017 and that both were in favour of the collaboration. The Clerk advised that a letter had been received from the Poetry Festival regarding plans for the 2017 festival which would be placed on a future agenda.

RESOLVED: That the report be noted.

That The Poetry Festival manager be invited to the next working party meeting.

3. Recreation Ground

Members considered the report from the working party meeting held on 12th October, 2016 and considered the recommendations contained therein. A lengthy discussion ensued. Members agreed in principle to replace the items identified, however, this was subject to grant funding being secured. ie the Tesco carrier bag grant scheme. It was generally agreed that earmarked funds would be used for improvements within budget if grant funding proved unsuccessful.

Recommendation to Full Council: That grant funding be applied for and that additional quotations be sought in respect of the following replacement items:

- i) **Toddler Unit to be replaced with Little Miss Muffet Multi Play Unit with wetpour surfacing.**
- ii) **Straight Slide to be replaced with a Swingalong with wetpour surfacing.**
- iii) **Igloo to be replaced with The Ant Hill Climber with wetpour surfacing.**

The following working party recommendations were considered and agreed.

RESOLVED: That LTC liaise with Tesco and with a view to using the carrier bag fund to contribute towards the new equipment.

RESOLVED: That LTC meet with a representative from the Tesco carrier bag fund to source funding for new Skatepark equipment, also that all sources of possible grant funding are looked at with all other funding options considered.

E.79-10.16 CORRESPONDENCE - for information

Members were advised of correspondence received in the office. Letter from the Police informing the Town Council that the hanging basket column outside the sports shop in the Homend which had been damaged during the summer was still under investigation.

Two letters from a resident of Bromyard asking the Town Council to consider initiatives including action on climate change, becoming a Fair Trade town, becoming a Transition town, and stimulating local interest in Time Banks.

RESOLVED: That these be noted.

E.80-10.16 DATE OF NEXT MEETING AND AGENDA ITEMS

The next meeting of the Environment & Leisure Committee will be held on 17th November, 2016.

Items raised for inclusion on the next agenda:

Consideration of a CCTV camera at Orchard Lane end of the Recreation Ground

Cllr Baker left the meeting at this point.

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 quotations.

E.81-10.16 RECREATION GROUND

Members considered a quotation to upgrade the current CCTV equipment covering the recreation ground to a new HDCVi system.

Recommendation to Full Council: That the Town Council upgrade the CCTV system covering the recreation ground, to include a range extender in the sum of £1,501.22 + VAT.

That the costs be met from the security budget (£1,000) and that an overspend be agreed to cover costs.

There being no further business, the Chairman closed the meeting at 9.05pm

Chairman Date