



# LEDBURY TOWN COUNCIL

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**To: All members of Ledbury Town Council**

Dear Member,

**NOTICE IS HEREBY GIVEN** that a meeting of the **Ledbury Town Council** will be held in **The Community Hall, Ledbury** on **Thursday 21<sup>st</sup> June, 2018** starting at **7.30pm**. All members are summoned to attend.

The business to be transacted is set out in the agenda, which is detailed below.

Councillor Nina Shields  
Chairman, Ledbury Town Council  
14.06.2018

## **FILMING AND RECORDING OF COUNCIL MEETINGS**

Members of the public are permitted to film or record meetings to which they are permitted access, in a non-disruptive manner. Whilst those attending meetings 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.

## **AGENDA**

### **1. Apologies**

To receive apologies for absence.

### **2. Interests**

To receive any declarations of interest and written requests for dispensations.

### **3. Public Participation**

Members of the public are permitted to make representations, answer questions and give evidence in respect of any item of business included in the agenda. The period of time, which is at the Chairman's discretion, for public participation shall not exceed 15 minutes. Each member of the public is entitled to speak once only in respect of business itemised on the agenda and shall not speak for more than five minutes. Questions/comments shall be directed to the Chairman.

### **4. Minutes**

- 4.1 To approve the Minutes of the Annual Meeting of Ledbury Town Council held on 24 May 2018 as an accurate record.

**Appendix 1**

### **5. Chairman's Report and Correspondence**

- 6. Committee Matters: Economic Development & Planning Committee**
  - 6.1 To receive the Minutes of the meeting held on 31 May 2018 and to consider any recommendations contained therein. **Appendix 2 – to follow**
- 7. Committee Matters: Environment and Leisure Committee**
  - 7.1 To receive the Minutes of the meeting held on 14 June 2018 and to consider any recommendations contained therein. **Appendix 3 – to follow**
  - 7.2 To consider quotations received for parking signage at the Recreation Ground (Refer E.31-03.18 and C.40-04.18).
  - 7.3 To note the Report of the Ledbury Celebration Working Party held on 30<sup>th</sup> May 2018. **Appendix 4**
- 8. Committee Matters - Finance and General Purposes Committee**
  - 8.1 To receive the Minutes of the meeting held on 7 June 2018 and to consider any recommendations contained therein. **Appendix 5 – to follow**
  - 8.2 To receive the Annual Governance and Accountability Return 2017/18. **Appendix 6**
  - 8.3 To consider the adoption of the IT Policy document. **(Copy to follow)**
- 9. Judicial Review – Management of Costs**
- 10. Review Councillors' Statements of Declaration and Interests**
- 11. Review and Adoption of the County Council Code of Conduct**  
**Appendix 7 – to follow**
- 12. Neighbourhood Plan**

To consider a named representative of Ledbury Town Council to answer questions from the Examiner regarding the Progression to Examination Report.
- 13. Herefordshire Councillors' Reports**

To receive reports from Ledbury Ward Members.  
*Town Councillors are reminded that in order to allow them time for any necessary research, Herefordshire Councillors would like questions in writing at least seven days prior to the meeting.*
- 14. Outside Bodies**

To receive reports from meetings attended by Councillors.
- 15. Representation on Outside Bodies**

Representation on HALC Executive Committee
- 16. To confirm Town Council Policies**

Deferred from Annual Council Meeting on 24 May 2018. **Appendix 8**

**17. General Correspondence - For information only**

To note general correspondence received in the office.

**18. To note the date of the next meeting**

The next scheduled Full Council meeting will be held on 26 July 2018.

<p><i>PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960</i> <i>In order to consider confidential employment matters, it is likely that a resolution will be passed to exclude members of the public.</i></p>
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**19. Employment Matters**

To receive the Minutes of the Standing Committee meeting held on 13 June 2018 and to consider any recommendations contained therein. **Appendix 9 (to follow)**