

**MINUTES OF A MEETING
OF THE
ENVIRONMENT AND LEISURE COMMITTEE
HELD ON 14th of MARCH, 2019
IN THE TOWN COUNCIL OFFICES, LEDBURY**

PRESENT: Councillors: J Hopkins (Chair), D Vesma, D Whattler

IN ATTENDANCE: M ab Owain, Interim Clerk, L James, Minutes,
3 representatives from Haygrove, 2 members of public.

E31 - 03.19 APOLOGIES

To receive apologies for absence.

Apologies were received from Cllrs Francis, Knight, Manns, Morris & Shields.

E32 - 03.19 DECLARATIONS OF INTERESTS

To declare any interests in items on the agenda.

No declaration of interest was made.

E33 - 03.19 PUBLIC PARTICIPATION

Griff Holliday on behalf of Ledbury Food Group gave a short summary of the Ledbury Celebration which is to be held on 14th July. Co-incidentally, The Sealed Knot are re-enacting the Battle of Ledbury that weekend, and they will be marching through the town on that day with pikes drawn. The two events are able to run concurrently and the organisers of each are liaising with each other.

E34 - 03.19 PRESENTATION FROM HAYGROVE LIMITED REGARDING THE LEDBURY COMMUNITY GARDEN CONCEPT AND NEXT STEPS

Angus Davison, Chairman, and Chris Millson, Sustainability Director of Haygrove Ltd gave a video presentation regarding their Community Gardens, and followed this with an explanation of Haygrove's priority areas for impact on the environment and communities. Haygrove Community Gardens have two local sites, and plan to have 20 new community gardens established in the next 10 years. They are keen to develop land between the viaduct and the A438, which in turn would open up the spectacular engineering of the viaduct, which is currently hidden by scrub-land. A question was raised regarding the Herefordshire & Gloucestershire Canal Trust's plans to reopen the canal, Mr Davison was keen to reassure those present that any plans could be implemented alongside the Community Garden. The Councillors present wholeheartedly

welcomed the proposal, and fully supported the plan.

The three representatives from Haygrove left the meeting at this point.

E35 - 03.19 LEDBURY CELEBRATION 2019.

This was listed as item 10 on the agenda, but was brought up the order of the agenda. Griff Holliday, representing Ledbury Food Group, confirmed that Celebration organisers have liaised with The Sealed Knot, and the Ledbury Celebration will take place in St Katherine's car park, pertinent permissions having been granted by Herefordshire Council. They are planning to have a site meeting with Balfour Beatty shortly to walk through the Sealed Knot plans regarding safety considerations. Mr Holliday asked if Ledbury Town Council would become a partner organisation, to help with elements of organisation, as per last year. The grant application for funding from Ledbury Town Council has been approved at the last Full Council meeting. It was requested by the councillors that advance warning regarding car-park closures were advertised widely, and Mr Holliday confirmed that they were approaching the Friends of John Masefield High School to ask for the school to be opened for parking. He confirmed that no members of The Sealed Knot will be parking within the town.

RESOLVED: to agree in principle for the next Council to support Ledbury Celebration 2019.

The remaining two members of public left at 7.56pm.

E36 - 03.19 MINUTES

To approve the Minutes of the Environment & Leisure Committee meeting held on 14 February 2019, as a correct record.

It was accepted that these minutes have been reviewed by Full Council, however, with regard to the action point from E26, the Interim Clerk was arranging for an inspection of the whole path, not contacting Herefordshire Council to inspect the path as stated.

RESOLVED: to insert the above amendment into the minutes, and then to accept the minutes of the meeting of the 14th February 2019 as a correct record with the amendment. The minutes were duly signed by the Chairman.

E37 - 03.19 CEMETERY

6.1 Cemetery Wall Quotations

The Interim Clerk has tendered locally for quotations for the work required, and has received 2 quotations. These were discussed. It was unanimously agreed to accept the lower quotation.

RESOLVED: to accept the lower quotation for the work to the cemetery wall.

6.2 Cemetery Groundsman update

The Groundsman has now taken up his post. He is liaising with Dave McCutcheon re grass cutting, and the Interim Clerk approved funding for hire of a chipper within the budget, which was necessary for disposal of foliage. The groundsman has also worked with the tree surgeon to remove an overhanging branch. It was noted that due to gravel and stonework, some weed-killer application would be necessary within the cemetery for weed control, and the councillors requested that the use of chemical weed-killers be assessed, and it was asked that the Deputy Clerk look at application frequency.

ACTION NOTE: Deputy Clerk to review weed-killer application frequency with the Groundsman.

6.3 Cemetery Task & Finish Group – to arrange a date for this Group to meet to discuss policy and the introduction of a permit for Memorial Benches.

It was agreed to defer the date of the Task and Finish Group Meeting to the next meeting. Suggestions were made regarding Ledbury Town Council to put in benches for sponsorship, to produce a map of approved sites for benches, and consider recycled plastic benches instead of wood or metal.

RESOLVED: to recommend in principle a permit form for benches, a map of designated areas of benches, and to use recycled plastic benches.

ACTION POINT: Task and Finish Group meeting date to be added to the next E&L agenda.

E38 - 03.19 DOG HILL WOOD

7.1 Dog Hill Wood Management Plan (including coppicing) - see below.

7.2 Dog Hill Wood Maintenance Contract - see below.

E39 - 03.19 GROUNDS MAINTENANCE CONTRACTS RENEWAL

8.1 Ledbury Amenity Areas

8.2 Recreation Ground

Items 7.1, 7.2, 8.1 & 8.2 were considered as a single item.

The Task and Finish group have met and suggested that new contracts are divided into types of work, not areas, i.e. grassland/woodland/play areas/footpaths etc. It was proposed that working group meet again before the next full council meeting to review maps and confirm locations of where work is required. The Interim Clerk is in the process of writing new contracts, 70 – 80% complete, but needs locations and maps. The Interim Clerk will contact Ordnance Survey to obtain 1:10,000 maps of Ledbury, and then the Task and Finish Group will meet.

RESOLVED: for Interim Clerk to arrange for OS 1:10,000 maps of

Ledbury to be purchased, following this, the Task and Finish Group will meet.

E40 - 03.19 PAINTED ROOM

To consider current arrangements.

The Interim Clerk gave an update of the current arrangements. These arrangements should be reviewed annually, but this doesn't appear to have been so in the last few years. Ledbury Town Council pay staff and the manager; the running costs are £65 – 75 per month. It was suggested the opening dates should be from Easter or 1st April (which ever is earliest) to the end of October, each year.

RESOLVED: Painted Room opening dates to be from Easter or 1st April (which ever is earliest) to the end of October, each year.

E41 - 03.19 RECREATION GROUND

Lighting update.

The Interim Clerk has contacted Balfour Beatty about the lighting issues with the Recreation Ground, but at present has not received a reply. The Interim Clerk will contact Balfour Beatty again.

ACTION POINT: Interim Clerk to contact Balfour Beatty again.

E42 - 03.19 ARMED FORCES DAY 24 JUNE 2019 – LOWERING THE FLAG

Requested by Cllr Manns to discuss potential LTC involvement (deferred from previous E&L meeting on 14 February (refer agenda item E22-02.19)

Cllr Manns was not at present at this meeting, therefore this was deferred to the next meeting.

E43 - 03.19 TOWN CENTRE

Town Centre bins update.

The Interim Clerk has spoken to Neil James, Community Officer, re grit and litter bins. 12 new litter bins have been placed across the town. The Interim Clerk will contact Neil James again in April to discuss requirements for further bins.

E44 - 03.19 LEDBURY WAR MEMORIAL

To receive an update on progress.

Specialists have now surveyed the Memorial and agreed that the major issue is drainage, and that a Stone Mason will be able to fix the upper issues. There has been a structural survey, the report is awaited, but the costs of repair are such that 3 tenders will be required.

E45 - 03.19 RECREATION GROUND

Update on ROSPA inspection date.

It was confirmed that the ROSPA inspection will take place in July, with a report to follow.

E45 - 03.19 CORRESPONDENCE

16.1 Email from resident regarding failed surface in play area.

This is informing the Council of a failed surface in play area in Recreation Ground. The soft floor surface at Spring Motorbike is believed to be a trip hazard. This needs to be acted upon urgently. It was agreed that an urgent inspection was required and that this should be done at the same time as the path inspection.

ACTION POINT: Interim Clerk to arrange for urgent inspection.

16.2 Email from resident regarding tree planting in cemetery. This was discussed and it was decided that the Interim Clerk would respond to the points raised.

ACTION POINT: Interim Clerk to respond to points raised.

16.3 Confirmation of Recreation Ground Shelter Order.

Confirmation of Recreation Ground Shelter order had been received, with an installation date given for week commencing 15th April 2019.

Councillor Whattler mentioned that he had been approached by Ledbury in Bloom asking if the Council were aware of when the car park work will start regarding the landscaping around the Market House. It was suggested that Ledbury in Bloom contact the Market House, via Cllr Shields.

E46 - 03.19 DATE OF NEXT MEETING AND ITEMS FOR FUTURE AGENDA INCLUSION

No items were suggested for future agendas by councillors in the meeting. Item Cemetery Task and Finish Group Meeting date to be deferred to the next meeting.

The date of the next, scheduled meeting of the Environment & Leisure Committee is to be agreed following May's elections, unless an extraordinary meeting is called in the meantime.

The meeting closed at 8.40pm.

CHAIRMAN

DATE