



LEDBURY TOWN COUNCIL

TOWN COUNCIL OFFICES . CHURCH STREET . LEDBURY
HEREFORDSHIRE HR8 1DH . Tel. (01531) 632306 .

e-mail: admin@ledburytowncouncil.gov.uk website: www.ledburytowncouncil.gov.uk

24 May 2019

Dear Councillor

You are summoned to attend a meeting of **LEDBURY TOWN COUNCIL** to be held on **Thursday, 23 May 2019** at 7.30 pm in the **Council Offices, Church Street, Ledbury**, for the purpose of transacting the business shown in the agenda below.

Yours faithfully

Angela Price PSLCC, AICCM
Town Clerk

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.

A G E N D A

1. **Apologies**
2. **Declarations of Interests**

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

Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Ledbury Town Council Code of Conduct for Members and by the Localism Act 2011.

(Note: Members seeking advice on this item are asked to contact the Monitoring officer at least 72 hours prior to the meeting)

3. **To approve and sign the minutes of the Annual Meeting of Council held on 9 May 2019**
(Pages 99-110)
4. **To receive Chairman's report and correspondence**

5. **To consider questions/comments from members of the public in accordance with the provisions of Standing Orders 3(e) and 3(f)**

"Members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda. The period of time designated for public participation at a meeting shall not exceed 15 minutes unless directed by the Chairman of the meeting"

6. **To Receive motions presented by Councillors in accordance with Standing Order 9**
(None received)

MINUTES

7. **To receive and note minutes of a meeting of the Economic Development & Planning Committee held on 16 May 2019 and to give consideration to any recommendations therein**
(Pages 111-115)
8. **To receive and note minutes of a meeting of the Finance, Policy & General Purposes Committee held on 23 May 2019 and to give consideration to any recommendations therein**
(To Follow)

GOVERNANCE

9. **Committee Membership** (Pages 116-127)
- a. To consider request from Councillor Manns to be elected as a Member of the Economic Development & Planning Committee
- b. To nominate Members to the following working parties:-
- i. Charter Market
 - ii. Traffic Management
 - iii. Neighbourhood Development Plan
 - iv. ICT
10. **Terms of Reference** (Pages 128-131)
11. **To appoint Internal Auditor for 2019/20**
- Members are requested to formally approve the appointment of Iain Selkirk as their Internal Auditor for 2019/20
12. **Town Clerks Report** (Pages 132-134)
13. **To receive reports from representatives serving on Outside Bodies** (Copies of agendas and minutes for meetings of Outside Bodies are available for inspection in the lever-arch file kept in the main office)
14. **Parish Poll** (Page 135)

**15. Update from Neighbourhood Development Plan Working Party
(Pages 136-143)**

- a. Minutes of a meeting held on 13 May 2019
- b. Terms of Reference
- c. Proposals for a Revised Settlement Boundary

FINANCE

16. To approve invoices for payment received for May 2019 (To Follow)

**17. To receive the record of Receipts and Payments from and 1 April to 30 April 2019
(Pages 144-145)**

GENERAL

18. Update on Council Website (Verbal)

19. Herefordshire Councillors' Reports (Verbal)

To receive reports from Ledbury Ward Members.

20. Introduction of a Ledbury Youth Council (Pages 146)

**21. To consider a proposal from the Police & Crime Commissioner, John Campion, in
respect of "We Don't Buy Crime" (Pages 147-155)**

22. Community Day (Page156)

23. Date of next meeting

To note that the next meeting of Full Council is scheduled for 4 July 2019

Distribution: - Full agenda reports to all Councillors (10)

**Agenda reports excluding Confidential items to Local Press (2), Library
and Police**