

**MINUTES OF A MEETING OF THE  
ENVIROMENT AND LEISURE COMMITTEE  
HELD ON 20 FEBRUARY 2020  
IN THE TOWN COUNCIL OFFICES, LEDBURY**

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**PRESENT:** Councillors Manns, Morris, Knight

**IN ATTENDANCE:** The Town Clerk – Angela Price  
The Minute Taker- Olivia Bundy

**E51. APOLOGIES**

Apologies were received from Councillors Eakin, Whattler, Bannister & Howells

**E52. DECLARATION OF INTERESTS**

None received

**E53. PUBLIC PARTICIPATION**

None received

**E54. TO APPROVE AND SIGN THE MINUTES OF A MEETING OF  
THE ENVIROMENT AND LEISURE COMMITTEE HELD ON 21  
NOVEMBER 2020**

**RESOLVED:**

That the minutes of a meeting of the Environment and Leisure Committee held on 21 November 2020 be approved and signed as a correct record.

**E55. RECREATION GROUND**

**1. Shelter**

The Town Clerk advised members that she had only received one quote in respect of the artwork for the shelter out of the three requested. She provided members with a design from an artist which incorporated the winning designs from Ledbury Primary School and John Masefield High School. The Clerk advised that she felt that the artist had taken time to make sure that all the artwork was showcased and advised members that he was very keen to work on this project.

Members were impressed by the design for the shelter and proposed that the Town Clerk advise the artist that they would

like to engage him to undertake the work to the shelter. Councillor Knight suggested that the Town Clerk contact the schools to finalise a time and date to meet at the shelter to have a picture taken with the Chair and Vice Chair of the Environment and Leisure Committee.

The Clerk provided an update on the work to the base of the shelter advising that there had been some damage caused to the contractor's equipment on the first day of work. She explained that after discussions with the contractor it had been necessary to make a decision on how to best manage the security of the site over the following night to ensure the safety of the concrete being laid that day. The Clerk advised that the contractor had engaged a security officer to guard the site overnight, and whilst this would be an additional cost to the Council it would outweigh the potential costs of damage to the concrete and the time and materials to have to re-do the work.

## 2. Benches

The Clerk asked members to make a decision on whether they would like to purchase the recycled benches for the Cemetery and the Recreation Ground. She showed a picture to members that was taken in the office on Friday, 14<sup>th</sup> February after a sample was dropped off for staff and members to see.

She advised that if the Council purchased the benches for the cemetery, the council could allow 3-4 memorial plaques to be mounted on each bench which would prevent the cemetery from becoming saturated with benches in the future.

### **RESOLVED:**

- 1. That the Town Clerk arranges for the artist to start design work on the shelter as per the quote provided.**
- 2. That the Town Clerk arrange a time and date for a photograph at the shelter for the winners of the Poster competition from John Masefield and Ledbury Primary School.**
- 3. That the Town Clerk places an order for recycled benches from Amberol as discussed in previous meetings and Full Council in the 2020/21 financial year.**
- 4. That the action taken by the Clerk in respect of security at the recreation ground for the works being carried out be approved.**

**E56. CEMETERY****Memorial Safety Report**

The Town Clerk advised members that Phase one of the Topple Testing had finished at Ledbury Cemetery and that she had received the Memorial Inspection report which advised that only 42 memorials out of 768 were found to be in need of urgent repairs.

She advised members that the administration staff would now need to contact the Deed owners and create a press release with a link to the Council website with the list of the 42 failed memorials advising them that they should make arrangements for their repair.

It was noted that Phase two of the inspection will take place in the 2020/21 financial year with a further report being submitted once completed.

**RESOLVED:**

- 1. That members receive and note the Memorial Safety Report**
- 2. That members noted that phase 2 of the inspection will take place in the 2020/21 financial year with a further report being submitted once completed.**

**E57. DEER PARK TREE SURVEY**

Members were provided with a report commissioned in respect of trees on Deer Park, in particular Tree No.29, a Beech tree, to the rear of a property on Orchard Place.

The Clerk advised that whilst the tree report found no issues with tree No. 29 the Resident in Orchard Place had asked that the Council look into trimming the tree as it was stopping light coming into his property and causing ongoing maintenance of picking up leaves throughout the year. The Clerk explained that Herefordshire Council do not provide maintenance to trees that are not a priority and that the council could also adopt this policy, however advised that it would be a 'neighbourly gesture' to at least help maintain the trees as they are owned by Ledbury Council.

Members agreed to the works to cut back tree No 29 being carried out, noting that these works would not be undertaken until September 2020 due to nesting



**RESOLVED:**

- 1. That members receive and note the Deer Park Tree Survey Report.**
- 2. That members agree to the request from a resident on Orchard Place to reduce the overall dimensions of the tree No. 29.**
- 3. That the Town Clerk arrange for 3-quotes for tree maintenance, noting that works will start after nesting season in September 2020.**

**E58.**

**TOWN TRAIL**

Members were provided with correspondence from a concerned resident of Ledbury regarding the upkeep of the town trail.

He advised in his correspondence that after 2-years of chasing Herefordshire Council, they have advised that Ledbury Town Council own the Town Trail. The Clerk advised that she had a meeting with Fiona Miles, the manager of Balfour Beatty Living Places about the Town Council taking on a "Licence to Cultivate" the Town Trail. The Clerk advised that the officer did not foresee any issues with this and would investigate this and get back to the Council. The Clerk advised that it should be noted that by the very virtue that the officer had agreed to investigate the "Licence to Cultivate" it provided evidence that Hereford Council own the Town Trail. Whilst the Clerk advised that Ledbury Town Council were interested in taking over the maintenance of the grassed areas, the walkways, flora and fauna, and the biodiversity, the Council did not want to take on responsibility of the trees along the Trail.

**RESOLVED:**

**That the report be received and noted with a further report being submitted to a future meeting of the Environment & Leisure Committee with an update.**

**E59.**

**LEDBURY IN BLOOM**

Members were asked to consider a request from Ledbury in Bloom to hold a Super-Market Day on 14 July 2020 in and around town, which is the judging day for Ledbury in Bloom.

The Clerk advised members that the event is on a Tuesday, which is a Charter Market Day and that regular Market Traders will be in the town. Whilst she thought that a Super-Market Day would be a great idea for Ledbury, she urged Members to

consider the views of the Market Traders, suggesting that they should be approached and asked their views on the event prior to any final decision.

Councillor Knight suggested arranging a meeting with the Market Traders.

**RESOLVED:**

**That the Town Clerk arrange a meeting with the Market Traders to discuss the possibility of holding a Super-Market Day on the day of Ledbury in Bloom Judging on 14 July 2020.**

**E60. DATE OF NEXT MEETING**

**RESOLVED:**

**To note that the date of the next Environment and Leisure Committee will be agreed at the annual meeting on 14 May 2020.**

**E61. LAND AT BLENHEIM DRIVE**

Members were provided with an update in respect of the land at Blenheim Drive, owned by the Council.

**RESOLVED:**

**That a further report giving details of the update be submitted to a meeting of the Full Council for further discussion.**

The Meeting ended at 20:17 pm

Signed ..... Dated .....

**ENVIRONMENT AND LEISURE COMMITTEE**

**20.02.2020**

Minute No.	Action	To be Actioned by	Date Actioned	Comments	Status
E55(1)	That the Town Clerk arranges for the artist to start design work on the shelter as per the quote provided.	TC		Update on agenda	In progress
E55(2)	That the Town Clerk arrange a time and date for a photograph at the shelter for the winners of the Poster competition from John Masefield and Ledbury Primary School.	TC	24.02.2020	Date arranged for 3 March	Completed
E55(3)	That the Town Clerk places an order for recycled benches from Amberol as discussed in previous meetings and Full Council in the 2020/21 financial year.	TC		To be ordered after 06.04.2020	In progress
E55(4)	That the action taken by the Clerk in respect of security at the recreation ground for the works being carried out being approved.	Committee	20.02.2020		Completed
E57(2)	That members agree to the request from a resident on Orchard Place to reduce the overall dimensions of the tree no. 29	TC	28.02.2020	Resident informed of committee decision	Completed
E57(3)	That the TC arrange for three quotes for tree maintenance, noting that works will start after the nesting season in September 2020.	DTC		Quotes awaited - tree works to be scheduled for September	In progress
E59	That the TC arrange for a meeting with the Market Traders to discuss the possibility of holding a Super-Market Day on the day of LIB Judging on 14 July 2020.	DTC		Due to Covid-19 this event did not go ahead	In progress