



# LEDBURY TOWN COUNCIL

TOWN COUNCIL OFFICES, CHURCH STREET, LEDBURY

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29 January 2021

Dear Councillor

You are summoned to attend a meeting of **LEDBURY TOWN COUNCIL** to be held on **Thursday, 4 February 2021** at **7.30 pm** for the purpose of transacting the business set out below. During the Covid-19 Pandemic meetings will take place via zoom.

Yours faithfully

*A Price*

Angela Price PSLCC, AICCM  
Town Clerk

## **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 a meeting of Council held on 3 December 2021 (Pages 1512 - 1520)**

**4. To receive Chairman's report and correspondence (Verbal)**

**5. Herefordshire Councillors' Reports (To Follow)**

To receive reports from Ledbury Ward Members:

- i. Councillor Howells
- ii. Councillor Harvey

iii. Councillor l'Anson

**6. 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 are permitted to make representations, answer questions, and give evidence in respect of any item of business included in the agenda. If you wish to raise a question or concern related to any item on the agenda please follow the link below provided to join via Zoom. Alternatively, you can send your questions/comments to the Town Clerk at [clerk@ledburytowncouncil.gov.uk](mailto:clerk@ledburytowncouncil.gov.uk) who will ensure these are considered at the meeting.

Join Zoom Meeting

<https://us02web.zoom.us/j/87239721243?pwd=ZWJ4L0hMVm1ZNWhxeXJUOXg4VjFqQT09>

Meeting ID: 872 3972 1243

Passcode: 790716

**7. To Receive motions presented by Councillors in accordance with Standing Order 9**

**MINUTES**

**8. To receive and note the minutes of a meeting of the Economic Development & Planning Committee held on 10 December 2020 and 14 January 2021 and to give consideration to any recommendations therein (Pages 1521 - 1539)**

**9. To receive and note the minutes of a meeting of the Resources Committee held on 7 January 2021 and to give consideration to any recommendations therein (Pages 1540 - 1544)**

**10. To receive and note the minutes of a meeting of the Environment & Leisure Committee held on 21 January 2021 and to give consideration to any recommendations therein (Pages 1545 - 1554)**

**11. To receive and note the minutes of a meeting of the Finance, Policy & General Purposes Committee held on 28 January 2021 and to give consideration to any recommendations therein (To Follow)**

**FINANCE**

**12. 2021/22 Budget (Pages 1555 - 1573)**

**POLICIES**

**13. Recommendations from other Committees**

**I. External Audit 2019/20 (Page 1574)**

(Pages 1575 - 1592)

- II. Councillor Remuneration Policy
- III. Document Retention Policy
- IV. Special Leave Policy

## **GOVERNANCE**

- 14. Co-option (Page 1593)
- 15. Distinguished Citizens Award (Page 1594)

## **GENERAL**

- 16. Outside Bodies Reports (If any)
- 17. Council Newsletter (Standing Item) (1595 - 1598)
- 18. Town Clerks Report (Pages 1599 - 1600)
- 19. Armed Forces Flag Raising 2021 (Page 1601)
- 20. 2021 Census Media Toolkit (Page 1602)
- 21. Power for People request for support Local Electricity Bill  
(Pages 1603 - 1604)
- 22. Date of next meeting

To note that the next meeting of Full Council is scheduled 1 April 2021

- 23. Exclusion of Press and Public

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| <p><b>In accordance with Section 912) of the Public Bodies Admission to Meetings) Act 1960, in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public are excluded from the remainder of the meeting</b></p> |
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- 24. Recruitment (To follow)
- 25. Future Staffing (To follow)
- 26. Draft Future Committee Structure (To follow)

**Distribution: - Full agenda reports to all Councillors (10)  
Plus file copy**

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