



LEDBURY TOWN COUNCIL

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24 February 2021

To: Councillors: Vesma, Manns, Knight, Chowns and Howells
Sustainable Ledbury, Nina Shields (Chair), Non-Council Working Party Members

Dear Members

You are invited to attend a meeting of the **Climate Change Working Party on Monday 1 March 2021 at 6.00 pm** for the purpose of transacting the business set out below. The meeting will take place via Zoom.

Members of the public are invited to join the Climate Change Working Party

Should you wish to join, please contact Deputy Clerk via email
deputyclerk@ledburytowncouncil.gov.uk for the Zoom link

Yours faithfully

Angela Price

Town Clerk

A G E N D A

- 1. Apologies for absence**
- 2. Declarations of Interests (Councillors only)**

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. Energy Efficiency Improvements**

To receive a talk from Paul Kinnaird on raising awareness of energy discount schemes and how energy efficiency of buildings can be improved.

- 4. Meeting Notes from the Climate Change Working Party**

To receive the meeting notes from the Climate Change Working Party meeting held on 11 January 2021 and sign as an accurate record of that meeting.

5. Actions from Previous Minutes

- a. To receive feedback from Environment & Leisure Committee of 21 January and the resolutions agreed, following the recommendations from this Working Party.
- b. Single Use Plastic Policy

6. Climate Change Action Plan

To review the action plan, consider initiatives and projects, and suggest how the Council can implement the actions by making recommendations to the Environment & Leisure Committee as appropriate.

7. Date of Next Meeting

To agree the date of the next meeting of the Climate Change Working Party.

**Ledbury Town Council
Meeting Notes of the
Climate Change Working Party meeting
held on 11 January 2021 via Zoom**

PRESENT: Councillor Howells, Nina Shields (Chairman), Al Braithwaite, Alan Pike, Paul Kinnaird, Dilys Merry, Anne Crane, Michael Sessarego

ALSO PRESENT: Beth Williamson, Herefordshire Green Network (HGN)
Nicola Young, Deputy Town Clerk

CC.28 APOLOGIES

Apologies for absence were received from:

Councillor Dee Knight
Councillor Stephen Chowns
Caroline Green

CC.29 DECLARATIONS OF INTEREST (Councillors Only)

None received.

CC.30 HEREFORDSHIRE GREEN NETWORK

Beth Williamson, Herefordshire Green Network, attended the meeting and gave an overview of the HGN organisation. Beth coordinates The Great Collaboration, is the Green Schools Event Manager and is also a parish councillor in Leominster Town Council:

- HGN has 70 member organisations
- The Great Collaboration:
 - between 2017 & 2020 has delivered a series of carbon reduction workshops in partnership with the Centre for Alternative Technology.
 - all workshop can be accessed by members on YouTube
 - the next steps is to set up Forums for parish Clerks and environmental working groups
 - HGN have received funding from NCS and are planning:
 - to provide a tool to assist organisation to reduce their carbon footprint
 - to assist organisations to make a pledge to take action to reduce their carbon footprint and understand the barriers to any project which may occur.
- HGN was borne out of the Transition Town movement.

- Organisations are asked to make a £50 annual subscription payment, and individuals are asked to make a voluntary contribution, in order that the Network is as inclusive as possible.

RECOMMEND that Ledbury Town Council becomes a member of the Herefordshire Green Network at a cost of £50 per annum for 2021, payment from the Climate Change budget.

1831 Beth Williamson left the meeting

CC31. MEETING NOTES FROM THE CLIMATE CHANGE WORKING PARTY

RECOMMEND that the meeting notes from the Climate Change working party held on 23 November 2020 are correct and be received and noted.

Agreed by all present, abstention from Anne Crane who was not at the meeting.

CC.32 CLIMATE CHANGE ACTION PLAN

The following discussion and updates were made to the Action Plan at the meeting:

Projects to Achieve Goals column: additions in BOLD

CC3. LTC to consider supply chain when entering into purchase of goods and services - **possible support from HGN**

CC4. Reduce LTC carbon footprint - **possible support from HGN and Centre for Alternative Technology pending agreement by Committee**

RECOMMEND - E&L Committee are requested to instruct the Climate Change WP to work with HGN & Centre for Alternative Technology to source quotes for an expert to undertake the carbon footprint measurement of LTC assets, so the Council have a baseline figure to improve upon

CC6. Promote Shop Local campaign - **message is to reduce food miles**

CC7. Raise awareness of energy discount schemes and how energy efficiency of homes can be improved - **Paul Kinnaird to speak to Climate Change meeting on 1 March 2021**

CC8. Develop a plastic free policy for LTC and pledge a commitment to work towards a plastic free town

Recommend to E&L Committee that Climate Change Working Party review a draft Council Single-Use Plastic Policy and report back to next Committee with final document.

Draft policy distributed to WP members on 12.1.21, comments requested back to Deputy Clerk by 25.1.21

CC9. Regular litter pick events & working with organisations who already do this
Recommend to E&L Committee that the Climate Change budget be used to purchase litter picking equipment: 10 x grabbers, hoops, gloves and hi-vis vests, to support individuals and community groups (when able) to carry out community litter picks in Ledbury.

Deputy Clerk & DM to source locally priced options if Committee approve.

CC15. Develop and promote lift-sharing scheme - Completed – article on Malvern Hills Car Club in December Council newsletter

CC20. Manage land for nature use - Reported back to Climate Change WP that a report on the Licenses to Cultivate is going to E&L Committee on 14 January 2021

CC21. In order to increase tree cover, a request was made to Councillor Howells that the NDP working party consider ‘miniature forests’.

CC33. Minimise Waste going to Landfill – consider support from HGN and those involved in the litter picks will sort rubbish and take to the recycling centre. The involvement of BBLP to collect and return litter picking equipment meant two trips to and from Hereford before and after the event. Therefore the WP considered that involvement from BBLP was not required.

CC36 to CC38 – NDP Working Party actions

CC36 Designate sites within the NDP for trees – miniature forests.

CC38 Designate safe walking and cycle routes in the NDP – to include Lost Ways (paths which are not on the definitive map but are either rights of way or walked often, these paths need to be registered by 2026 as a right of way) and Slows Ways.

MS & AC offered to support NDP Working Party with identifying footpaths to be registered prior to 2026.

1930 MS left the meeting

CC.33 DATE OF NEXT MEETING

The next meeting of the Climate Change Working Party is scheduled for Monday, 1 March 2021 at 6.00pm via Zoom noting that the meeting details will be included on the agenda and in the email circulating the papers.

Signed: Date:
Chairman

The meeting ended at 7.35 pm

Action Plan

[Actions have been taken from Ledbury Town Council Corporate Plan and Friends of the Earth - 20 actions parish and town councils can take on the climate and nature emergency] *Items in blue are recommendations made to Committee from last WP meeting*

No:	Goals	Lead Organisation / Person	Projects to Achieve Goals	Completion
Corporate Plan Objective 1: To promote and contribute to global well-being				
CC1	Build relationships with schools, churches, voluntary organisations and businesses to encourage them to be globally responsible in line with Sustainable Development Goals		<i>Recommend that TC adopts these approaches and asks one of the committees to keep under review.</i>	
CC2	Endeavour to use environmentally sustainable products at all Civic and Corporate events		<i>Recommend that TC adopts these approaches and asks one of the committees to keep under review.</i>	
Corporate Plan Objective 2: To undertake local procurement wherever possible, whilst achieving best value for money				
CC3	LTC staff to consider supply chain when entering into the purchase of goods and services		LTC buy renewable electricity for all council buildings.	
CC4	Reduce carbon footprint		<i>Recommend LTC measure their own current carbon footprint – E&L Committee are requested to instruct the CCWP to work with HGN & Centre for Alternative Technology to source quotes for an expert to undertake the carbon footprint measure of LTC assets</i> Recommend LTC look into supporting the installation of further electric vehicle charging points Work with Herefordshire Council to install the same electric charging points throughout all car parks – national system - possible support from HGN and Centre for Alternative Technology	
CC5	To work with all local businesses and the community to provide water refill stations throughout the town		Ask Traders Association to lead on this	
CC6	Initiate and work with all local traders to promote Shop Local campaign		Ask Traders Association to lead on this – message is to reduce food miles	

No:	Goals	Lead Organisation / Person	Projects to Achieve Goals	Completion
CC7	Raise awareness of existing energy discount schemes and how energy efficiency of homes can be improved – facilitate an Eco Fair		Keep Herefordshire Warm training webinars Paul Kinnaird speak to Climate Change meeting on 1 March 2021	
CC8	Promote opportunities for community energy projects			
Objective 3: A Plastic-Free Ledbury				
CC8	Develop a plastic free policy for Ledbury Town Council and pledge a commitment to working towards a plastic free town		Draft a 'statement' and recommend to TC Recommend to E&L Committee that Climate Change WP review draft Council Single-Use Plastic Policy and report back to Committee with final document Draft policy distributed to WP members on 12.1.21, comments requested back to Deputy Clerk by 25.1.21 For discussion at WP meeting on 1/3/21	Jan 21 1 Mar 21
CC9	Facilitate and develop regular litter pick events or work with organisations who already do this		XR Ledbury organising a community litter pick – make connections and follow leads – make date of litter picks available to all Plan some litter picks for Spring 2021 (hopefully) Balfour Beatty provide litter picking kits for free hire – circulate information Recommend to Committee that Climate Change budget of £2,000 be used to purchase litter picking equipment: 10 x grabbers, gloves, bag hoops and hi-vis vests. Deputy Clerk & DM to source locally priced options if Committee approve.	NY – Nov 20 Jan 21
CC10	Provide recycling bins within the town		Recommend to TC to buy some recycling bins - may be get one of the working party to do some research on supply and talk to HC about getting them emptied.	
Friends of the Earth: Be a Force For Good				
CC11	Encourage the formation of Climate Action groups: <i>local political climate action, build positive community solutions, and join together to demand national action. Parish, town and</i>		Plan a publicity campaign	

No:	Goals	Lead Organisation / Person	Projects to Achieve Goals	Completion
	<i>community councils should encourage and support the formation of these groups. Friends of the Earth will provide resources, training and advice to Climate Action groups (see takeclimateaction.uk).</i>			
CC12	<i>Actively support small and large planning applications for new renewable energy in the area: planning decisions will be made by the local planning authority, which needs to hear from those that support the applications. The UK needs to increase the amount of renewable energy it generates by around eight-fold.</i>		Make a recommendation to the Economic Development & Planning Committee / NDP	
CC13	<i>Promote practical action by local people: create an impartial local guide to help people to practically reduce their own carbon footprint or support nature. The guide can provide information on accredited local businesses and be invaluable help to keep money in the local economy. The guide could include information on local accredited energy assessors and renewable energy installers for solar panels, batteries, EV charging points and heat pumps, eco-friendly retailers, green builders and landscape companies, etc. It can also encourage sustainable transport options.</i>		Keep Herefordshire Warm Severn Wye Energy Agency p 01452 835060 m 0796 7824679 e eileeno@severnwye.org.uk Plan on how we could gather information and start a data base	
CC14	<i>Bring together groups of people for bulk purchases: The costs of installing solar PV, or other renewable technologies such as heat pumps, should be much lower if done in bulk, street by street, or area by area. A town or parish council can bring together local homeowners and businesses to develop such a scheme. Bulk purchases of energy audits or energy insulation is also possible. Transition Streets is an example of this approach.</i>		Needs some kind of survey to gauge interest	
CC15	<i>Develop and promote lift-sharing scheme: Convene local businesses and car-sharing schemes, such as the social enterprise Liftshare, it's possible to help local people reduce the carbon pollution from car use, save money and foster new friendships. Car-sharing schemes for non-commuting journeys should also be promoted.</i>		Liaise with Malvern Hills Car Club and do some publicity	Article in LTC Dec 2020 Newsletter Ad in LTC Spring 2021 newsletter
CC16	<i>Use your voice: Decisions on infrastructure projects are largely made by local authorities, Local Economic Partnerships, or by national government. But too many of these decisions will increase carbon emissions and / or harm nature. Use your voice when possible to oppose high-carbon</i>		Plan some publicity Make recommendations to Economic Development & Planning Committee	

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	<p><i>developments, promoting sustainable alternatives instead. Press local authorities and MPs to demand national changes to bus services regulations, so all areas can regulate buses as London does, and urban profit-making routes can cross-fund loss making rural routes.</i></p>			
Friends of the Earth: Demonstrate leadership through your own practical actions				
CC17	<p>Save energy: <i>Ensure any council buildings are as energy efficient as possible and any street lighting uses well-directed LED lighting. Getting an energy audit is the first step</i></p>		<p>NMiTE to identify any projects for their students. To consider completing a review and report on how to make buildings like the town council offices and the Market House better insulated. Make contact with NMiTE.</p>	
CC18	<p>Produce green energy: <i>install renewable energy generation, like heat pumps and solar PV, at council buildings. Heat pumps benefit from a government grant that will partially cover the cost. Buildings using renewable energy should also be used as a showcase to help local people see these technologies first-hand, particularly less familiar technologies such as heat pumps.</i></p>		<p>Perhaps another project for NMiTE Work with Marches Energy Agency</p>	
CC19	<p>Reduce pesticide use and other harmful activities: <i>reduce activities that harm wildlife, from using peat-free compost to shunning pesticides and ensuring light pollution is controlled. Glastonbury Town Council has stopped using glyphosate weed killer and instead uses a hot foam system. These steps alone are not enough to protect and restore nature but are an important first step. To encourage others, promote the actions you're taking, for example use signage on council-owned land where you use peat-free compost.</i></p>		<p>Recommend to Environment & Leisure Committee that management of the Cemetery is developed as a template for this and do a publicity campaign.</p> <p>Recommend LTC working with HC & BBLP on the management of verges and other open spaces in town.</p>	
CC20	<p>Manage land for nature: <i>town councils have responsibility for allotments, bridleways, burial grounds, commons and open spaces, and village greens. All can be managed to enhance nature, particularly through changing mowing regimes. Friends of the Earth and Buglife have produced a guide to developing an action plan to help pollinators such as bees. B project aims to support the development of a network of wildlife friendly corridors.</i></p>		<p>As above</p> <p>Deputy Clerk reported to CCWP 11 Jan 21 meeting that E&L Committee would be considering the requests for Licenses to Cultivate Town Trail, Queen's Walk and the border opposite the public toilet off Bye Street at their next meeting in Jan 21.</p>	
CC21	<p>Increase tree cover: <i>Friends of the Earth is campaigning for the UK to double tree cover. The Forestry Commission and others have suggested</i></p>		<p>Identify land – talk to local landowners – try and set up a tree planting event for autumn 2021 and liaise with the Woodland Trust.</p>	

No:	Goals	Lead Organisation / Person	Projects to Achieve Goals	Completion
	<p><i>that even urban areas should aim for at least 20% tree cover. Town councils should aim to double tree cover and, if necessary, go beyond this to reach the 20% minimum. Much of this will involve encouraging and supporting landowners to take part in tree planting. The Tree Charter, developed by the Woodland Trust, provides excellent guidance on how to increase tree cover.</i></p>		<p>Consider working with developers to include miniature forests as part of any development</p>	
CC22	<p>Buy green <i>Buying local supports the local economy and buying green can help protect the planet, rewarding businesses committed to a better future. Buying green electricity helps develop new renewable energy and ensures the council isn't supporting dirty energy financially. Friends of the Earth has identified Ecotricity and Good Energy as the greenest energy companies. Buying green can also extend to any food provided at events, including providing mainly plant-based food and less, but better, meat and dairy.</i></p>	Deputy Clerk to draft	<p>Publicity campaign Work with all town centre businesses to put together a list on where or how to buy green locally Recommendation to E&L Committee to consider amending financial regulations to make it clear that the most sustainable contracts and suppliers will be sought in the first instance.</p>	
CC32	<p>Use green transport <i>Employees and councillors should be encouraged to walk, cycle or use public transport or car-share. The council should provide bikes or electric bikes for staff as they carry out any work-related trips. It should also provide zero-interest loans for buying bikes. Where a car or van is needed it should be electric only.</i></p>		<p>Identify best footpath routes and publicise a map Request Council consider an electric vehicle for Council work Develop a Walkers are Welcome initiative which promotes use of public transport</p>	
CC33	<p>Minimise waste going to landfill or incineration <i>ensure all your waste is recycled or composted, but also consider setting-up community recycling facilities for hard-to-recycle items when the local authority hasn't done so, for example in partnership with Terracycle: or a community composting scheme. The best approach for waste minimisation is reuse (eg reusable cups) or avoiding unnecessary purchases.</i></p>		<p>Work with Garden Organic and set up a publicity/education campaign Find out if HGN can support this action Community litter picks to sort rubbish and take to recycling centres, without involvement of BBLP</p>	
CC34	<p>Ensure money is invested wisely: the council should ensure any council funds are invested safely in low-risk sustainable banks or investment funds.</p>		<p>Find out information about ethical investments for LTC Finance Committee to consider</p>	
Friends of the Earth: Use your powers wisely				
CC35	<p>Ensure you know the climate change or nature implications of decisions before you make them</p>		<p>Draft a climate change and nature checklist and recommend use by LTC when</p>	

No:	Goals	Lead Organisation / Person	Projects to Achieve Goals	Completion
	<i>Require every decision to be well informed is good practice. This should extend to demanding that the planning authority provides you all information on climate change or nature implications when consulting you.</i>		considering implications regarding planning or project	
CC36	Designate sites within the Neighbourhood Plan for trees, renewable energy and nature restoration <i>In practice, the development of 90% of Neighbourhood Plans is led by town councils working hand in hand with their communities. The Neighbourhood Planning process is far from perfect and very time consuming, but it offers the community the opportunity to show it means business on protecting and enhancing the environment for future generations.</i>	Cllr Howells / Ledbury NDP Group to lead	Create a check list? To consider the inclusion of miniature forests within new developments	
CC37	Use the Neighbourhood Plan to require new homes to be energy efficient, nature friendly, and located close to public transport and amenities. <i>Neighbourhood Plans can identify sites for future housing and should push for these to be zero-carbon (eg Passivhaus standard) and nature friendly, even though the local planning authority may seek to override this aim. Homes should also be fitted with renewable energy. Homes need to be located close to amenities and public transport to avoid car dependency.</i>	Cllr Howells / Ledbury NDP Group to lead		
CC38	Designate safe walking and cycle routes in the Neighbourhood Plan <i>Identify safe walking and cycling routes and where necessary work in partnership with Herefordshire Council to deliver them. The Propensity to Cycle tool identifies the huge potential for increasing cycling in all areas of the country, particularly with good quality infrastructure, such as segregated cycleways and cycle parking, and with the use of E-bikes.</i>	Cllr Howells / Ledbury NDP Group to lead	Lost Ways (Forgotten Paths) – AC & MS volunteered to work with NDP WP to identify any Lost Ways, which need to be added to the definitive map before 2026 deadline. Slow Ways	
CC39	Use differential car-parking charges to support low-carbon vehicles <i>Any car parks run by the council should offer low cost or free car-parking to electric vehicles and dedicated spaces with electric charging points.</i>		Could the WP devise a scheme and recommend it to the TC to pass onto HC?	