

**LEDBURY TOWN COUNCIL
MINUTES OF A MEETING OF THE
ENVIRONMENT AND LEISURE COMMITTEE
HELD ON 15 JULY 2021
VIA ZOOM**

PRESENT: Councillors Chowns (Chair), Eakin, Morris and Whattler

IN ATTENDANCE: Town Clerk – Angela Price

E158. APOLOGIES

Apologies were received from Councillors Knight and Manns (ex-officio)

E159. DECLARATION OF INTERESTS

None received.

E160. TERMS OF REFERENCE

Members received and noted the Terms of Reference for the Environment & Leisure Committee for the 2021/22 Municipal.

E161. PUBLIC PARTICIPATION

Councillor Chowns advised that the meeting would be a non-decision, non-voting meeting due to legislation for Council's to hold virtual meetings being withdrawn (minute no. C317 refers). She advised that any decision made in respect of the items discussed at the meeting would be made by the Clerk in consultation with the Chair and Vice Chair of the committee under delegated powers.

None received.

E162. TO RECEIVE AND NOTE THE MINUTES OF A MEETING OF THE ENVIRONMENT AND LEISURE COMMITTEE HELD ON 20 MAY 2021

That the minutes of a meeting of the Environment and Leisure Committee held on 20 May 2021 be received and noted, noting that they will be resubmitted to the first face-face meeting of the Committee for approval.

E163. TO REVIEW ACTION SHEET

The Clerk provided an update on the following items on the Action Sheet:

1. E115 – The Clerk advised that she had contacted a number of companies to request quotes for undertaking a valuation of the Council's properties, however she advised that despite repeated emails and phone calls had not received any quotes. She therefore suggested that Members consider whether to recommend to Council to accept the quote received and move forward with this.
2. E135 – The Clerk advised that a decision had been taken by the Events Working Party Members, Councillors Knight and Howells, not to proceed with the proposed event on the recreation ground in 2021. The reason for the decision had been due to Covid restrictions not being lifted until 19 July and a licence not having been issued to date. It had been suggested that the Events Working Party would consider an event to coincide with the Queens Jubilee in 2022.

Councillor Morris suggested the Clerk contacting the new CEO at Herefordshire Council to discuss concerns in respect of communication with Herefordshire Council. The Clerk advised that she had spoken with one of the Community Hub Officers about meeting with Mr Walker and all six Herefordshire Town Clerks.

E164. RECREATION GROUND

1. The Clerk had provided a report on the state of the shelter at the recreation ground following a recent fire that had been started at the recreation ground. She highlighted an issue with one of the centre arms of the shelter and advised that she had been in touch with a company in respect of the repairs. Currently the shelter had been cordoned on for safety concerns.

The Clerk advised that she had recently spoken with the Fire Brigade and Police who had suggested that a three-way group with the Council to put a programme in place to educate people about the risks of setting fires such as this.

The Clerk advised that she had shared cctv footage to the Police of the incident and that she was in discussions with

Herefordshire CCTV suite about linking the CCTV at the Recreation Ground with theirs to improve the coverage and imagery. However, she advised that due to where the CCTV is currently stored it is difficult to access this, but it is hoped that access should be available in August.

Basketball Court Line Marking

2. The Clerk reported that this should now have been completed by BBLP free of charge.

Benches

3. The Clerk reported that the multi-coloured bench had been delivered and it was hoped that this would be installed in the following week. She also advised that the TMO had been painting some of the benches in the recreation ground and that there were plans to install replacement benches at the recreation ground.

Members received and noted the update on the recreation ground.

E165.

CEMETERY

Grant of Exclusive Right of Burial

1. That in accordance with Standing Order 23(a), authority be given for the Deeds of Exclusive Right of Burial (Deed numbers 326, 695 and 698 -701 inclusive) be signed, granting the exclusive right of burial to those named as the purchaser of the Deed of Exclusive Right of Burial

2. Transfer of Exclusive Right of Burial

That in accordance with Standing Order 23(a), authority be given for the Transfer of the Deed of Exclusive Right of Burial (Deed numbers 199, 324 and 471) to be signed, granting the exclusive right of burial to those named as the purchaser of the Deed of Exclusive Right of Burial.

Members noted the above information

E166.

WORKING PARTIES

1. To receive and note the minutes of the meeting of the Climate Change Working Party held on 28 June 2021 and to consider the following recommendations:

- a. *That the possibility of a pop-up shop, preferably in the High Street for the week before and during COP 26, in*

order to promote public awareness and possibly arrange a swap shop for items such as children's winter coats.

The Clerk advised that she had spoken with the Chair of the Committee in respect of also inviting school children to the Council Committee Room to hold a meeting to debate Climate Change issues with the Mayor and Chair of the Climate Change Working Party.

Councillor Whattler asked who would man the shop and what would happen to the clothes at the end of the project. Councillor Chowns advised that Members of the Climate Change Working Party had offered to help with this and that a rota would be drawn up to assist this.

Members were in support of the initiative to promote the COP 26 event proposed.

Members suggested that the Community Development Officer was asked to investigate possible venues for the project.

- b. That the Council promote refill.org.uk and the refill ap with traders and supermarkets, and that Ledbury aim to become a Refill Town.

Members were in support of this initiative.

- c. That consideration be given to the facilitation of a Climate Change blog on the Council website, in collaboration with schools and local organisations.

Members suggested that the Community Development Officer be asked to provide more information on this initiative before a final decision.

2. Members received and noted the update on the inaugural meeting of the Friends of the Cemetery Group.
3. Christmas Lights

Councillor Chowns advised that Councillor Knight was keen to be part of a Task and Finish Group to consider the quotes for the Christmas Lights for the following three years.

It was suggested that the Clerk organise a Task & Finish Group, Councillor Morris advised that he would also be keen to be part of the Christmas Lights Task and Finish Group.

E167.

REPLACEMENT BOARDS AT DOG HILL WOODS

The Clerk reminded Members of the Committee that one of the boards at Dog Hill Woods needs to be replaced and also that the Council had received a request from the volunteers working at the Geo Site for an information board. The Clerk advised that she had contacted Herefordshire Council to see if they had a department that may be able to help produce the boards, however she had been advised that this role had been removed some years ago.

Councillor Chowns suggested that a local company may wish to sponsor boards and it was suggested that the Clerk may wish to look into this.

E168.

QUEENS JUBILEE 2022

The Clerk provided an update on the Queen's Green Canopy – Plant a Tree for the Jubilee. She informed Members that the Community Development Officer had applied for a tree pack and had been successful in securing a pack. The idea was to plant an avenue of Cherry Blossom within the cemetery grounds. The Clerk advised that the trees would be delivered in the autumn for planting.

Members received and noted the update.

E169.

CORPORATE PLAN

The Clerk advised that the Committee now need to decide which of the priorities within the Corporate Plan are high priority.

Councillor Chowns noted that the town's event calendar had been hit considerably due to the pandemic.

The Clerk advised that the Council would be having a stall at the Carnival event in August and other events are starting to come back, albeit on a smaller scale.

The Clerk was asked to provide an update on the War Memorial, she advised that she was waiting for the report from the architects, and it was suggested that once the report is received it should be considered at an extraordinary meeting of the committee to discuss this item.

E170.

DOG HILL WOODS MANAGEMENT PLAN

Members suggested that the Clerk investigate possible grant funding for the Woodland Management Plan for Dog Hill Woods with a view to appointing the one contractor who has provided a quote for this.

Councillor Morris provided details of a local resident who may be interested in providing a quote.

E160. DATE OF NEXT MEETING

Members noted that the date of the next Environment and Leisure Committee meeting is scheduled for 16 September 2021.

The meeting ended at 8.00 pm.

Signed Dated

DRAFT