

**LEDBURY TOWN COUNCIL  
MINUTES OF A MEETING OF THE ENVIRONMENT & LEISURE COMMITTEE  
HELD ON  
16 SEPTEMBER 2021**

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**PRESENT:** Councillors Chowns, Eakin, Knight & Whattler.

**ALSO PRESENT:** Angela Price – Town Clerk  
Julia Lawrence – Deputy Clerk  
Amy Howells – Minute Taker

**E171 APOLOGIES FOR ABSENCE**

Apologies for absence were Councillor Manns.

**E172 DECLARATIONS OF INTEREST**

None received.

**E173 PUBLIC PARTICIPATION**

No members of the public were present

**E174 TO APPROVE AND SIGN THE MINUTES OF A MEETING OF THE ENVIRONMENT & LEISURE COMMITTEE HELD ON 15 JULY 2021**

**RESOLVED:**

That the minutes be approved and signed as a correct record subject to the following amendment:

1. Minute no. E161 should amended to read “The Clerk advised that ....” ‘
2. That an Events Working Party meeting be arranged discuss the Queens Jubilee Event 2022 and the Christmas Lights Switch on event on 4 December 2021, noting that Councillors Knight, Manns and Morris agreed to sit on the Working Party.
3. That members of the public be invited to join the Events Working Party.
4. That the Events Working Party meeting be scheduled to take place early-mid October.

## **E175 TO REVIEW ACTION SHEET**

The Clerk provided an update on the outstanding actions within the action sheet

### **RESOLVED:**

That the action sheet be received and noted.

## **E176 RECREATION GROUND**

Members were requested to give consideration to a report on the following items in relation to the recreation ground:

### **a. Shelter**

#### **RESOLVED:**

1. That the painting of the rear of the shelter be postponed until spring 2022.
2. That the artist be contacted to arrange collection of the paint, already purchased for the painting of the rear of the shelter, to be stored in the council offices.
3. That when appointed the new town cleaner be tasked with cleaning the smoke damage from the inside of the shelter.
4. That once the rear of the shelter has been painted and the inside of the shelter has been repaired, the Deputy Clerk make arrangements for an anti-vandalism paint to be applied to both sides of the shelter.

### **b. Benches**

Members were advised that ten new benches have been purchased and built and are being stored in the cemetery.

Councillor Chowns suggested that two of the new benches could be installed in Dog Hill Woods.

### **c. Removal of two limbs from Lime Trees**

Members were advised that DTS Tree Services would be carrying out tree works on two trees owned by Ledbury Town Council, on behalf of Openreach, in order to clear a line of sight for the transmitter sited on the BT building adjacent to the recreation ground.

#### **RESOLVED:**

That Members receive and note the update on the recreation ground.

**E177 GRANT OF EXCLUSIVE RIGHT OF BURIAL AND TRANSFER OF EXCLUSIVE RIGHT OF BURIAL**

**RESOLVED:**

- a. That in accordance with Standing Order 23(a), authority be given for the Deeds of the Exclusive Rights of Burial (Deed numbers 214, 701, 100164, 100345 and 6324878 to be signed, granting the exclusive right of burial to those named as the purchaser of the Deed of Exclusive Right of Burial.
- b. That in accordance with Standing Order 23(a), authority be given for the Transfer of Deed of Exclusive Right of Burial, (Deed numbers 76, 466 and 547) to be signed, granting the Exclusive Right of Burial to those named as the purchaser of the Deed of Exclusive Right of Burial.

**E178 CHRISTMAS LIGHTS**

Members were requested to endorse the actions taken by the Christmas Lights Task & Finish Group in respect of the contract for the supply of Christmas Lights for the period 2021/2024.

Members were advised that the Christmas Lights Switch on would take place on 4 December 2021 at 6.00 pm, and it was suggested that the switch on should take place at 6.30 pm to enable members of the public to benefit from free parking.

**RESOLVED:**

1. That the actions taken by the Task & Finish Group, in consultation with the Chair and Vice-Chair of the Finance, Policy & General Purposes Committee and the Clerk be endorsed.
2. That it be noted that the Christmas Lights switch on event will take place on 4 December 2021 and that the arrangements for this will be discussed at a meeting of the Events Working Party in early-mid October.

**E179 BINS AND BENCHES IN LEDBURY**

Members were requested to give consideration to a report on the possible introduction of additional bins and benches in Ledbury, including a request from a local charity "Ledbury Community Bin Mural Project" who had asked permission to design murals and paint them onto bins around the town.

**RESOLVED:**

1. **That consideration be given to providing replacement bins around Ledbury.**
2. **To note that Councillor Chows had suggested that two new benches could be sited in Dog Hill Woods earlier in the agenda.**

3. That subject to approval from BBLP the committee agreed to the Ledbury Community Bin Mural Project to paint a mural on four bins initially, with a view to considering more in the future.

#### **E180 JOB FAIR EVENT – REQUEST FROM COUNCILLOR BRADFORD**

Councillor Bradford had asked for this item to be included in the agenda and he was keen for the Council to support a Job Fair event in the town. He had advised the Clerk that Job Fairs had been held in Ledbury in the past and that they had proved successful.

#### **RESOLVED:**

**That this agenda item be recommended to Full Council for further consideration.**

#### **E181 GREAT BIG GREEN WEEK**

Members were requested to give consideration to a proposal from the Climate Change Working Party to hold a Big Green Market under the Market House during the Great Big Green Week,

#### **RESOLVED:**

**That a Big Green Market be held under the Market House during the Great Big Green Week (20-24 September).**

#### **E182 CONSIDERATION OF ITEMS FOR BUDGET 2022/23**

#### **RESOLVED:**

**Members were requested to consider any items for inclusion in the 2022/23 budget, and to provide suggestions to the Clerk for inclusion in any future report to the committee.**

#### **E183 CORPORATE PLAN (STANDING ITEM)**

#### **RESOLVED:**

**That officers and Councillor Chows review the Corporate Plan and provide an update at the next meeting of the Environment & Leisure Committee.**

**E184 WORKING PARTIES**

**Climate Change Working Party**

**RESOLVED:**

**That the minutes of the Climate Change Working Party held on 9 October be received and noted.**

**E185 DATE OF NEXT MEETING**

**RESOLVED:**

**That it be noted that the next meeting of the Environment & Leisure Committee is scheduled to be held on Thursday, 18 November 2021 at 7.00 pm.**

**E186 EXCLUSION OF PRESS & PUBLIC**

**In accordance with Section 1(2) 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.**

**E187 RECREATION GROUND – CCTV**

Members were provided with an update on the CCTV at the recreation ground.

**RESOLVED:**

**That the report be received and noted.**

**E188 HANGING BASKETS CONTRACT**

Members were provided with 2 quotations for the Hanging Baskets contract. These were from The Yard House, who are the current suppliers and also Plantscape.

**RESOLVED:**

**That the quote provided by The Yard House is to provide Hanging Baskets for a 3-year contract (2022/2024) be accepted and recommended to the Finance Committee for approval.**

**E189 INVESTIGATIONS TO MARKET HOUSE AND OFFICES – GENERAL REPAIRS AND TIMBER ASSESSMENT AND TESTING**

The Clerk advised that since obtaining the original quotes for work to the Market House, she has noticed that there are a number of cracked tiles under the

Market House and suggested that the Committee should consider budget provision for these repairs in 2022/23.

In addition, she advised that cobbles have become loose outside the back entrance to the council offices on Church Street which she believes is due to cars parking on them which will also need to be addressed.

**RESOLVED:**

- 1. That the quotation received in respect of the quinquennial works to the Market House be deferred until the timber assessment and testing surveys have been carried out.**
  
- 2. That a recommendation be submitted to the Finance, Policy & General Purposes Committee that Demaus Building Diagnostic Ltd be appointed to undertake the timber assessment and testing to the Market House, subject to approval by the Finance, Policy & General Purposes Committee.**

**E190 LEDBURY TOWN COUNCIL BUILDINGS – FLOOD DEFENCE DOOR**

The Clerk advised the Committee that there had been issues with flooding to the rear of the council offices on Church Street and that she had had an opportunity to discuss this briefly with the Conservation Officers.

**RESOLVED:**

**That the Clerk contact the Herefordshire Conservation Officers to discuss a possible solution to the flooding issues being experienced to the rear of the council offices.**

The meeting ended at 8:31pm.

Signed ..... Dated .....  
(Chair)