

LEDBURY TOWN COUNCIL

**MINUTES OF A MEETING OF FULL COUNCIL HELD ON
11 APRIL 2022**

PRESENT: Councillors Chowns, Harvey, Howells, Knight, Sinclair and Whattler

ALSO PRESENT: Angela Price – Town Clerk
Julia Lawrence – Deputy Clerk
Amy Howells – Minute Taker
Emma Jackson – Community Development Officer

C537 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor's Bannister, Bradford, Hughes, Manns and Troy.

C538 DECLARATIONS OF INTERESTS

The following declarations of interest were received:

1. Councillor Harvey declared a pecuniary interest in Agenda Items 26 and 27.
2. Councillor Morris declared a pecuniary interest in Agenda Items 14, 26, and 27
3. Councillor Chowns declared a non-pecuniary interest in agenda Item 21.

C539 TO RECEIVE AND NOTE THE NOLAN PRINCIPLES

RESOLVED:

That the Nolan Principles be received and noted.

C540 TO APPROVE AND SIGN THE MINUTES A MEETING OF A MEETING OF COUNCIL HELD ON 3 FEBRUARY 2022 AND EXTRAORDINARY MEETINGS OF COUNCIL HELD ON 9 FEBRUARY AND 14 MARCH 2022

RESOLVED:

1. That the minutes of a meeting of Full Council held on 3 February 2022 be approved and signed as a correct record.
2. That the minutes of the extraordinary meetings of Full Council held on 9 February and 14 March 2022 be approved and signed as a correct record.

C541 HEREFORDSHIRE COUNCILLORS' REPORTS

To receive reports from Ledbury Ward Members:

- i. Councillor Howells
- ii. Councillor Harvey

Councillor Harvey highlighted information in respect of Moving Traffic Offences and advised that whilst there were a number of locations that may benefit from the enforcement as detailed in her report, they did not include the no right turn of heavy vehicles into the High Street from the Worcester Road. However, she did point out that it may be possible to place an ANPR camera at this point.

Councillor Harvey commented on the Bloor Homes development at the Viaduct Site, advising that they had removed hedges along the Bromyard Road prior to the nesting season to prepare for the work. She also advised that archaeologists had been on site and had uncovered some archeologically finds, including a bronze age spear tip. Councillor Harvey stated that she had asked for when works was likely to starting in respect of heavy loaded vehicles so that residents could be made aware.

- iii. Councillor l'Anson

RESOLVED:

That the Ward reports be received and noted.

C542 MAYORS COMMUNICATIONS

The Deputy Mayor raised the following points

1. Councillor Howells advised Members that, whilst standing in for the Mayor, the Ledbury Food Group had invited him to attend the Big Breakfast on 12 March 2022 and visit some of the venues in town with Mr Bill Wiggins MP. However, he reported that when he arrived Mr Wiggins MP refused to let Councillor Howells accompany him. Councillor Harvey asked what the reasoning behind the refusal was to allow Councillor Howells to accompany him, Councillor Howells advised that it due to them being political opponents.

Councillor Sinclair added the following to the conversation "if you had behaved better at the Hustings at the last general election maybe Bill would treat you with more respect."

Councillor Harvey added a further comment to the discussion.

2. Councillor Howells advised that a letter had been received from a local resident in respect of the Cheltenham motor event. In the letter the resident had stated that no consultation or prior notice of the road closure had been provided to

residents of the event in 2021. Councillor Howells reminded Members that the Council had already given their support to the event to going ahead in 2022. It was suggested that it would be worth writing to Cheltenham Motor Event Group questioning how they assess the carbon footprint and if there is any carbon offsetting and also to ask what provision they make for access to and from properties on the route, in particular emergency access

RESOLVED:

That the Clerk write to the organisers of the Rally to enquire how they assess the carbon footprint and if there is any carbon offsetting, and what provision is being made for access to and from properties along the route of the rally, in particular emergency access.

C543 TO CONSIDER QUESTIONS/COMMENTS FROM MEMBERS OF THE PUBLIC IN ACCORDANCE WITH THE PROVISIONS OF STANDING ORDERS 3(e) AND 3(f)

Councillor l'Anson raised the following question relating to agenda item 21, the youth drop-in centre.

“My question relates to the item on the agenda concerning the youth drop-in centre proposed by Councillor Chowns in which he asks that the Council considers the adaptation of the Youth Centre building currently occupied by Busy Bees, so that it can house both the nursery and the youth drop in for which use it was originally intended.

A few weeks ago, Rural Media spent a day in the BB Building, which was somewhat ironic considering the building had been the venue for the youth drop in until they were evicted in 2019, ascertaining our young people's views on living in Ledbury and what they would like to see improved. Lack of somewhere to meet featured strongly in their responses, but the most poignant comment was 'I don't know what a youth club is'

Back in September 2020 I emailed Councillor Harvey asking about the youth centre and received the response that she was following up ends and hoped that and, I quote, 'this gives you some confidence that I am acting on this'. I then emailed the then Mayor Daniel Vesma in February 2021 asking for an update, and he responded saying 'there are behind the scenes meetings and that Councillor Harvey is the best point of contact for further details. I emailed on 22nd February asking if there was any progress on the search but received no response.

As our town councillors include the Deputy leader of Herefordshire Council and Cabinet Member for Finance, and the Deputy Mayor, who is the chair of the Children's and Young People's Scrutiny Committee at Herefordshire Council, there should be no reason why a solution cannot be achieved.

So therefore, my question is 'why has it taken three years for this item to appear on the town Council meetings agenda?'

Councillor l'Anson was informed that there was an item on the agenda to discuss the progress of the Youth Drop in Centre and that Members would take note of her comments at that time.

C544 TO RECEIVE MOTIONS PRESENTED BY COUNCILLORS IN ACCORDANCE WITH STANDING ORDER 9

None received.

MINUTES

C545 TO RECEIVE AND NOTE THE MINUTES OF A MEETING OF THE ECONOMY & TOURISM COMMITTEE HELD ON 3 MARCH 2022 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN

Members were advised that minute no. ET41(1) would be discussed at agenda item 25 and ET41(2) had now been superseded due to it being agreed that the Committee Room would not be a suitable venue for the Tourist Information Centre.

RESOLVED

- 1. That the minutes of an Economy & Tourism Committee meeting held on 3 March 2022 to be received and noted.**
- 2. That the Market declaration and additional information be approved.**
- 3. That the "Ledbury Markets Fairs and Court powder translation of Pro c.66/1264mem.27/28" be received and noted.**
- 4. ET41(2) had now been superseded due to it being agreed that the Committee Room would not be a suitable venue for the Tourist Information Centre.**

C546 TO RECEIVE AND NOTE THE MINUTES OF MEETINGS OF THE PLANNING COMMITTEE HELD ON 10 FEBRUARY AND 10 MARCH 2022 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN

Members were advised that Minute no. P558(1) would be discussed at agenda item 23.

RESOLVED:

That the minutes of a Planning Committee meeting held on 10 February and 10 March 2022 be received and noted.

C547 TO RECEIVE AND NOTE THE MINUTES OF A MEETING OF THE ENVIRONMENT & LEISURE COMMITTEE HELD ON 17 MARCH 2022 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN

Councillor Chowns expressed his appreciation to Councillor Knight and the Deputy Clerk for ensuring the meeting had been able to proceed in his absence.

Councillor Whattler questioned minute No. E245(3) – He stated that this was not agreed as members could not make such a decision without council approval and referred to there being no budget allocated for this project. The Clerk stated that members had been advised that the company from whom the shelter had been purchased were no longer trading, however they had provided details of the company who installed it and that company have advised Council that to remove the Shelter from where it is to another site and then to move it again would be expensive due to it being concreted into the ground, noting that the shelter is not the type of structure that should be free standing for safety reasons and therefore it would be necessary to ensure it is secured whenever it is relocated.

Councillor Howells confirmed that the proposal from Councillor Chowns was that further discussion on relocating the shelter be referred back to the Environment & Leisure Committee for review in six months.

RESOLVED

- 1. That the minutes of an Environment & Leisure Committee meeting held on 17 March 2022 be received and noted.**
- 2. That the hours of the October Fair remain unchanged.**
- 3. That further discussion in respect of relocating the shelter at the Recreational Ground be referred back to the Environment & Leisure Committee for review in six months.**

C548 TO RECEIVE AND NOTE THE MINUTES OF A MEETING OF THE FINANCE, POLICY & GENERAL PURPOSES COMMITTEE HELD ON 24 MARCH 2022 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN

Minute No. F426

The Clerk advised Councillors that during the budget setting process discussions had been held about the playground at the recreation ground, but that the skate park had not been considered at that time. She advised that it was officers' opinion that the skate park was a higher priority than the play equipment, and if the works to the skate park were not prioritised ahead of the works to the play area, due to the condition of the skate park, it would be necessary to board up the facility for safety reasons. She asked Members to consider prioritising the skate park and deferring the refurbishment of the play equipment until such time the works to the skate park were completed.

Councillor Harvey advised that there is S106 funding available for play parks which may be able to be used for the refurbishment of the play equipment and it was suggested that the Clerk should contact S106 officers at Herefordshire Council in respect of this funding.

Minute No, F428–

Members were asked to give consideration to an invoice received from the Community Hall Association in respect of the cost of the supply of electricity to the CCTV system at the recreation ground.

The Clerk advised that following receipt of the invoice she had contacted the Community Hall Association and requested sight of invoices relating to the costs, and that initially she had been provided with one invoice, with others being provided at a later date. She also advised that following an email from Councillor Harvey she had contacted Sentinel to question the wattage figure supplied by them of 2000 k/w.

Councillor Harvey advised that whilst the CCTV equipment may state that the wattage of the equipment is 2000 k/w this should not be the figure used to calculate the electricity costs. She advised the usage should be calculated on a power factor figure which will enable a reasonable figure to be calculated.

It was suggested that officers revisit the matter of the wattage for the CCTV at the Community Hall and provide a counteroffer based on more realistic wattage figures.

RESOLVED:

- 1. That the minutes of a meeting of the Finance, Policy and General Purpose Committee held on 24 March 2022 be received and noted.**
- 2. That the Clerk investigate the availability of funds via Section 106 to support the play equipment refurbishment.**
- 3. That the Clerk ask officers to revisit the matter of the wattage for the CCTV at the Community Hall and provide a counteroffer based on more realistic wattage figures.**

C549 TO RECEIVE AND NOTE THE MINUTES OF AN EXTRAORDINARY MEETING OF THE RESOURCES COMMITTEE HELD ON 21 MARCH 2022 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN

RESOLVED:

- 1. That the minutes of an Extraordinary Resources Committee held on 21 March 2022 be received and noted.**
- 2. That Post Holder 50 be offered a permanent position in their current role within the Council, noting that a temporary Member of Staff had**

been recruited to fill the position whilst Post Holder 50 was on Maternity Leave.

3. That Post Holder 56, who had been employed to back fill the administration post previously held by Post Holder 50, be offered a full-time, permanent position with Ledbury Town Council.
4. That the Council's current TOIL Policy be suspended in respect of the Town Clerk, until such time the issue of the Clerk's workload can be resolved.
5. That in the interim the Clerk be paid for additional hours worked, until such time the issue of the Clerk's workload can be resolved.

C450 TO RECEIVE AND NOTE THE MINUTES OF A MEETING OF THE EVENTS WORKING PARTY HELD ON 24 MARCH 2022 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN

Members were advised that unfortunately due to staff illness the minute of the Events Working Party held on 24 March 2022 were not available for consideration at the meeting. However, the Clerk advised that there was a recommendation within those minutes that needed to be considered as a priority, in respect of the Jubilee Brochure.

RESOLVED:

1. That quote one be accepted for the Jubilee brochure and that officers instruct the company to proceed.

C551 NOTES OF LEDBURY TOWN COUNCIL PARISH ZOOM MEETING HELD ON 9 MARCH 2022

That the notes of a Ledbury Town Council Parish Zoom meeting held on 9 March 2022 be received and noted, noting that a further meeting is to be arranged between the various Councils that had been present at that meeting.

C552 TO NOMINATE TWO COUNCILLOR REPRESENTATIVES TO ATTEND PARISH SUMMIT MEETINGS HOSTED BY HEREFORDSHIRE COUNCIL

Members were requested to give consideration to nominating two Councillor representatives to attend Parish summit meetings, which are hosted by Herefordshire Council.

Councillor Harvey proposed that the Chairs of Committees attend the themed meeting and then if they are unable to attend there will be flexibility to nominate another committee member.

RESOLVED:

That the Chairs of Committees of the appropriate committee be nominated to represent Ledbury Town Council at Herefordshire Council Parish Summit meetings and if they are unable to attend nominate another committee member to attend in their stead.

C553 NEW MODEL CODE OF CONDUCT AND ARRANGEMENTS FOR DEALING WITH CODE OF CONDUCT COMPLAINTS AGAINST COUNCILLORS

Members were requested to give consideration to and make comment on the proposed new LGA Model Councillor Code of Conduct 2020. Members were requested to note that in January 2019 the Committee on Standards and Public Life had published a report on Government Ethical Standards. This in turn called for the LGA to create a model code of conduct to enhance the consistency and quality of Local Authority codes and ensure issues such as bullying, and harassment were covered.

RESOLVED:

- 1. That the following comments be forwarded to Herefordshire Council:**
 - **Members of Ledbury Town Council were concerned that the opportunity to appeal Monitoring Officer decisions was being removed.**
 - **Members felt that the removal of the requirement for Members to declare membership of a body that is not open to the public without formal membership was less transparent than the current Model Code of Conduct and therefore should not be removed.**
- 2. That further consideration be given to the Model Code of Conduct for acceptance upon receipt of the final draft from Herefordshire Council.**

C554 LOCAL AUTHORITY REMOTE/HYBRID MEETINGS

Members were requested to give consideration to the following motion.

“This Council supports the petition launched by ADSO and LLG on 5 January 2022 with regard to remote and hybrid meetings. We agree to write to the Secretary of State for Levelling Up, Housing and Communities calling on the Government to change the Law to allow Council’s the flexibility to hold such meetings when they deem appropriate within agreed rules and procedures.”

Members were also requested to consider signing the petition to allow Council’s in England to have the choice to meet remotely.

Members felt that in the wake of the recent postponement of the Council meeting, this had identified that there may be times when being able to hold hybrid meetings would be beneficial. They also considered that some of the

Council's working parties, and task and finish groups could be held via hybrid meetings.

RESOLVED:

1. That Ledbury Town Council support the following motion.

“This Council supports the petition launched by ADSO and LLG on 5 January 2022 with regard to remote and hybrid meetings. We agree to write to the Secretary of State for Levelling Up, Housing and Communities calling on the Government to change the Law to allow Councils the flexibility to hold such meetings when they deem appropriate within agreed rules and procedures.”

2. That Ledbury Town Council agree to sign the petition to allow Council's in England to have the choice to meet remotely.

C556 OUTSIDE BODIES REPORTS

RESOLVED:

- a. That the minutes of a meeting of the Ledbury Carnival Association held on 9 February 2022 be received and noted.
- b. That a Councillor be nominated to represent Ledbury Town Council on the Rural Market Town Group (RMTG) – Local Councillor Panels – Rural Vulnerable Young and Older People.
- c. That the minutes of a meeting of the Ledbury Strömstad twinning Association held on 1 February 2022 be received and noted.

C557 HEREFORDSHIRE COUNTY DESTINATION BID – COUNCIL REPRESENTATION

RESOLVED:

- a. That Ledbury Town Council become a member of the BID company at the cost of £240.
- b. That Ledbury Town Council apply to stand as a director of the BID Company.

C558 SUSPENSION OF STANDING ORDER 3(x)

The Deputy Mayor proposed that Council suspend Standing Order 3(x) for 30 minutes, to enable further business on the agenda to be considered.

C558 LEDBURY YOUTH DROP-IN

Members were requested to give consideration to a request from Councillor Chowns to support his suggestion to use a building currently occupied as a nursery for use as a Ledbury Youth Drop-In centre as detailed in the agenda report.

Councillor Sinclair believed this was long overdue and proposed that Council fully support this.

Councillor Harvey questioned what the Council are actually supporting? Councillor Howells responded that the Council would be giving consideration to the request of Councillor Chowns and support his suggestion to use part of a building currently occupied by a nurse as detailed above.

Councillor Harvey disagreed due to the building being leased to third party and not being owned by the Council, stating that the Council do not know all the information of what is being discussed in relation to this issue.

RESOLVED:

That the Council lends their support to discussions in respect of a youth drop-in centre being provided within Ledbury at the site discussed.

C559 DOG HILL WOODS

Members were requested to give consideration to a programme of works being drawn up and giving commitment to the progress of the works at Dog Hill Woods, Ledbury. They were provided with proposals from Guy Tustin in respect of appointing a Woodland Manager/Agent to help in the initiation of a programme of works, subject to obtaining three quotes.

RESOLVED:

- 1. That a Woodland Manager/Agent be appointed to assist in the initiation of a programme of works at Dog Hill Woods, and that this item be referred back to a meeting of the Environment & Leisure Committee for consideration of quotations once received.**
- 2. That a proactive plantation programme to be included in the programme of works.**

C560 MARKET TOWNS MAINTENANCE FUND

Members were advised that the following funding had been identified by Herefordshire Council for public realm works in Ledbury;

- 2022/23 - £350,000
- 2023/24 - £200,000

Members were advised that the above funding had been identified by Herefordshire Council for Public realm works and that each Market Town was being asked to give input into projects that they would like to see the funding spent on to improve their Towns.

Members are requested to give consideration to a recommendation from the Planning Committee in respect of in respect of possible projects. Councillor Harvey raised concerns that some of the items on the list provided by Herefordshire Council had been included in their annual programme of works and it was agreed that this should be investigated.

RESOLVED:

That the recommendation from the Planning Committee be approved, subject to the Clerk and Councillor Harvey meeting with Herefordshire Officers to establish which of the projects listed where included in Herefordshire Council's annual maintenance plan.

It was agreed that Items 29 and 31 should be brought forward.

C561 EXCLUSION OF PRESS AND PUBLIC

RESOLVED:

That 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.

C562 LEDBURY WAR MEMORIAL

RESOLVED:

- 1. That the Clerk be instructed to advise the Council's solicitors of their acceptance of the contents of the letter received from Harrison Clerk Rickerby's.**
- 2. That the Councils Solicitors be asked to draft suitable wording in respect of the agreement and associated statement.**

That the meeting be adjourned to be reconvened within 14 days

The meeting ended at 9:35pm

Signed Dated
(Chair)