



# LEDBURY TOWN COUNCIL



21 November 2022

To: Ledbury Town Councillors  
Caroline Magnus, Charles Masefield, Robert Vaughan, Christine Tustin, Tim Keys,  
Chloe Gardner, Andy Collard, Catriona Cole

Dear Member

You are invited to attend a meeting of the **John Masefield Memorial Working Party on Friday, 25 November 2022 at 2.00 pm at The Methodist Church, 4A Bye St, Ledbury, HR8 2AA** for the purpose of transacting the business below.

Yours faithfully

Angela Price PSLCC, AICCM  
Town Clerk

## **FILMING AND RECORDING OF COUNCIL MEETINGS**

Members of the public are permitted to film or record meetings to which they are permitted access, in a non-disruptive manner. Whilst those attending meetings are deemed to have consented to the filming, recording or broadcasting of meetings, those exercising the rights to film, record and broadcast must respect the rights of other people attending under the Data Protection Act 1998.

## **A G E N D A**

- 1. Apologies for absence**
- 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. **Terms of Reference** (Pages )
4. **Election of non-council members to the John Masefield Memorial Working Party**
5. **To approve and sign the notes of the meeting of the John Masefield Working Party held on 23 September 2022** (Pages )
6. **Draft Notice of Intent** (Pages )
7. **Progress Report** (Pages )
8. **To discuss action points raised by the Chair**
9. **Date of Next Meeting**

The date of the next John Masefield Memorial Working Party meeting to be held on Friday, 25 November 2022, at 10.00am, at Ledbury Town Council offices.