



# LEDBURY TOWN COUNCIL

TOWN COUNCIL OFFICES . CHURCH STREET . LEDBURY

HEREFORDSHIRE HR8 1DH . Tel. (01531) 632306 .

e-mail: [admin@ledburytowncouncil.gov.uk](mailto:admin@ledburytowncouncil.gov.uk)

website: [www.ledburytowncouncil.gov.uk](http://www.ledburytowncouncil.gov.uk)

1 November 2019

Dear Councillor

You are summoned to attend a meeting of **LEDBURY TOWN COUNCIL** to be held on **Thursday, 7 November 2019 at 7.30 pm** in the **Council Offices, Church Street, Ledbury**, for the purpose of transacting the business shown in the agenda 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**
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. **To approve and sign the minutes of a meeting of Full Council held on 3 October 2019**  
(Pages 545-557)
4. **To receive Chairman's report and correspondence** (Page 558)

**5. Herefordshire Councillors' Reports**

**(Page 559)**

To receive reports from Ledbury Ward Members:

- i. Councillor Howells
- ii. Councillor Harvey – To Follow
- iii. Councillor I'Anson – To Follow

**6. To consider questions/comments from members of the public in accordance with the provisions of Standing Orders 3(e) and 3(f)**

*"Members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda. The period of time designated for public participation at a meeting shall not exceed 15 minutes unless directed by the Chairman of the meeting"*

**7. To Receive motions presented by Councillors in accordance with Standing Order 9**

**1. Motion submitted by Councillors Bannister and Howells**

"We would like to propose that Ledbury Town Council instructs the Clerk to make contact with all the Market Town Council's in Hereford, along with Hereford City Council, separate to the Market Town Forum being proposed by Hereford County Council, with a view to setting up an initial Town Council Forum to discuss how the Market Towns can come together to influence policy for the County.

These meetings would not only be beneficial to the Market Town's in helping to inform debate with Hereford County Council, but could also be a useful tool to inform and offer support to smaller Parish Council's within the County."

**MINUTES**

- 8. To receive and note the minutes of a meeting of the Resources Committee held on 17 October 2019 and to give consideration to any recommendations therein**  
**(Pages 560-567)**
- 10. To receive and note minutes of a meeting of the Finance, Policy & General Purposes Committee held on 24 October 2019 and to give consideration to any recommendations therein**  
**(Pages 568-576)**
- 11. To receive and note minutes of an extraordinary meeting of the Economic Development & Planning Committee held on 30 October 2019 and to give consideration to any recommendations therein**  
**(Pages 577-581)**
- 12. To receive and note minutes of a Parish Meeting held on 29 October 2019 and to give consideration to any recommendations therein**  
**(Pages 582-584)**

## **FINANCE**

- 12. To approve invoices for payment received in October/November 2019**  
**(To Follow)**
- 13. Letter received in respect of War Memorial repair costs** **(Page 585-586)**
- 14. Mayor's Charity Account Signatories** **(Page 587)**

## **GOVERNANCE**

- 15. Financial Regulations** **(Pages 588-605)**
- 16. Town Clerks Report** **(Pages 606-608)**
- 17. Outside Bodies**
  - 1. To receive reports from representatives serving on Outside Bodies
  - 2. To consider a request from Mr Keith Francis in respect of Council representation on the Ledbury Food Group
- 18. Budget setting process 2020/21**
  - i. **Parish Meeting to consult on 2020/21 budget**

## **GENERAL**

- 19. Update on Council Vacancies** **(Pages 609-620)**
- 20. Update on Council Website** **(Verbal update)**
- 21. Herefordshire CCTV** **(To Follow)**
- 22. Armed Forces Covenant Partnership** **(Pages 621-626)**
- 23. Proposals in respect of Ledbury Youth Group** **(Pages 627-628)**
- 24. Talk Community Hubs** **(Pages 629-630)**
- 25. Request from Ledbury Sealed Knot Society** **(Pages 631-632)**
- 26. Notes of a meeting of the Ledbury Town Plan Working Group held on 17 September 2019** **(Pages 633-636)**
- 27. Notes of a meeting of the Christmas Lights Working Party held on 22 October and 6 November 2019** **(To Follow)**

**28. Request from Guild of Herefordshire in Respect of PPL/PRS Licence**  
**(Page 637)**

**29. Date of next meeting**

To note that the next meeting of Full Council is scheduled for 5 December 2019

**Distribution: - Full agenda reports to all Councillors (10)**  
**Plus file copy**

**Agenda reports excluding Confidential items to Local Press (2), Library,  
Police and Councillor l'Anson**