

**LEDBURY TOWN COUNCIL**

**MINUTES OF A MEETING OF THE CLIMATE CHANGE WORKING PARTY  
MEETING HELD ON 6 DECEMBER 2023**

**PRESENT:** Councillors: Chowns & McAll  
Non-Councillors: Paul Kinnaird, Nina Shields (Chair) and  
Professor John Whitelegg

**ALSO PRESENT:** Julia Lawrence, Deputy Clerk

**1. APOLOGIES FOR ABSENCE**

Apologies were received from Al Braithwaite and Beverley Kinnaird.

**2. DECLARATIONS OF INTEREST**

None

**3. TERMS OF REFERENCE FOR THE WORKING PARTY**

The revised Terms of Reference for the Climate Change Working Party ("CCWP") which now incorporated an additional paragraph relating to "Quorum" was received and noted by Members of the CCWP.

**RESOLVED:**

**That the revised Terms of Reference be received and noted by members of the CCWP.**

**4. TO ELECT NON-COUNCIL MEMBERS**

None.

**5. TO APPROVE AND SIGN, AS A CORRECT RECORD, THE MINUTES OF THE CLIMATE CHANGE WORKING PARTY MEETING HELD ON 4 OCTOBER 2023.**

Members reviewed the minutes of the meeting held on 4 October 2023 and Nina Shields requested that an amendment be made to Item No. 9, that the last sentence: "*Further details to come to the next CCWP Meeting*", in the third paragraph be removed as it was not agreed as the competition had been referred to the Events Working Party.

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**RESOLVED:**

**That the minutes of the Climate Change Working Party meeting held on 4 October 2023 be approved and signed as a correct record, subject to the amendment noted above.**

**6. FEEDBACK FROM ENVIRONMENT & LEISURE COMMITTEE****6.1 Recommendation 7a – Report from Prof Whitelegg**

CCWP had requested the Environment & Leisure Committee to consider proposals set out in Professor John Whitelegg's paper for a cycle to school scheme and using an electric hopper bus. The report was considered at the above Committee on 2 November 2023 and it was agreed that this report be presented at the next Traffic Management Working Party, to be held on 31 January 2024, for further consideration.

CCWP Members requested feedback from the Traffic Management Working Party could then be fed back to the CCWP in February 2024.

**6.2 Recommendation 7c – Report from Prof Whitelegg**

Members of the CCWP were issued with a copy of Ledbury Town Council's S106 wish list.

**6.3 Recommendation 8a / 8b – Great Big Green Week**

It was noted and agreed at the Environment & Leisure Committee meeting held on 2 November 2023 that £2,000 is allocated to the Great Big Green Week for 2024/25 and the event would receive full support from the Council. It was also agreed that the Events Working Party would oversee the organisation of the event.

**6.4 Recommendation 10a – Corporate Plan 2020**

The CCWP requested an update on the progress on delivering actions relating to climate change in the Corporate Plan. It was noted that Ledbury Town Council is currently working through Committee Structure Changes which will pick up the concerns raised here. The Environment & Leisure Committee will be meeting later in December to review/finalise its Committee Structure.

**6.5 Recommendation 11a – NMiTE to undertake a survey on how best to insulate the Town Council offices**

This request was declined due to a survey being completed in 2022.

**7. TRANSPORT**

Professor John Whitelegg made reference to the report, "A Ledbury proposal to reduce transport's climate damaging carbon emissions", stating that carbon emissions could be significantly reduced around schools by the introduction of hopper buses. It was noted that 380,000 trips to and from John Masefield High School take place every year and so the introduction of hopper buses

would make a big impact. Prof Whitelegg asked if John Masefield had a school travel plan and Nina Shields recommended that he make contact with Rebecca French at the School.

Cllr Chowns noted that the financial implications would need to be explored.

Nina Shields said that it would be important for this working party to work with the Traffic Management Working Party and looked forward to receiving feedback from their meeting. She stressed the importance of starting the dialogue given that change is not all about finance. She also appreciated that Ledbury Town Council may not be in a position to apply for grant funding. Sustainable Ledbury may be able to do so if funding is needed to progress any proposals, for example, if some external advice or research were needed.

Paul Kinnaird said that Ledbury Town Council should also have a Travel Plan.

#### **RECOMMENDATION:**

**That the report presented by Prof John Whitelegg be presented at the next Traffic Management Working Party on 31 January 2024 for further consideration and that feedback is shared with the CCWP members in February 2024 at their next meeting.**

#### **8. GREAT BIG GREEN WEEK ("GBGW) 8 – 16 JUNE 2024**

Nina Shields confirmed that she had met with members of Sustainable Ledbury who had put forward suggestions for events that could take place during the Great Big Green Week. These ideas included the following:

- 8.1 Set up a Garden Share Scheme, whereby someone who does not have a garden could have access to someone else's.
- 8.2 Develop a Treasure Hunt with Town traders around Town, whereby traders would be encouraged to put models of insects and wild flowers, for example, in their shop windows, as part of the Treasure Hunt.
- 8.3 Ledbury Library Development Group has agreed to sponsor a Wild Play Session to be run by Herefordshire Wildlife Trust at Ledbury Library on 8 June 2024.
- 8.4 Herefordshire Wildlife Trust could develop a nature trail, ending the event with a picnic.
- 8.5 Clothes swap, which would be run in conjunction with 8.6 below.
- 8.6 Mayor's coffee morning.
- 8.7 Litter pick.

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- 8.8 The children's author, Catherine Barr, could run a children's event. Ledbury Library Group to sponsor – to be confirmed.
- 8.9 Beeswax wrap workshop.
- 8.10 Set up a Gardener's Question Time Panel style event on sustainability issues.

It was suggested that St Katherines Hall / Methodist Church could host some of the events. This would need to be addressed at the forthcoming Steering Group, shortly to be set up by the Community Development Officer.

Paul Kinnaird suggested that "Home Energy" could also be asked to attend to promote home improvements/renewable energy. Prof Whitelegg confirmed that Herefordshire are better placed for home energy experts than Shropshire and that there was a long list of experts available on the website, although suggested that perhaps Severn Wye Energy should be invited to attend the event, preferably on both Saturdays.

#### **RECOMMENDATION:**

**That the activities/events suggested above should be put to the next GBGW Steering Group for consideration and approval, confirming which events should be pursued in order that approvals can be forwarded to the Events Working Party to progress, and before presenting the overall "offerings" to the Environment and Leisure Committee with costings for approval.**

#### **9. CORPORATE PLAN 2020**

As noted in 6.4 above, work was ongoing in this regard, awaiting the outcome of the Committee Structures. However, Nina Shields felt that Ledbury Town Council needed to publicise what work had been done to date regarding climate change/sustainability and to promote future work planned, and using the Council's newsletter was considered a good platform to get the positive messages out.

#### **RESOLVED:**

**That members of the CCWP await the outcome of the Committee Structure.**

#### **10. COUNCIL'S CARBON FOOTPRINT**

Paul Kinnaird gave an overview following the information he had previously submitted to the Clerk to help reduce the Council's carbon footprint. This included the following:

- 10.1 Reduction in the Council's heating costs – adopt new ways to heat the offices.

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- 10.2 Insulation – consideration could be given to draft proofing, albeit appreciating that it may be difficult to conserve heat in listed black and white buildings.
- 10.3 Market House – it was noted that the cost per unit is too high for this building. It was recommended that Ledbury Town Council should consider having one energy supplier to cover all buildings. Prof Whitelegg said that the energy supplier must be able to offer a guarantee/certificate for 100% renewable energy and recommended that Severn Wye may be able to help in this process.

Paul Kinnaird stated that the installation of renewable energy generation would be in either two forms, namely solar panels or windmills. Solar panels could be considered at the Cemetery and a windmill in Dog Hill Wood. Investing in PV solar generation over 10 years would cost 15p per KW/hour as opposed to 27p to 30p general rate.

Nina Shields stated that it still may be beneficial for the Council to engage with NMiTE as the University has project based learning opportunities whereby the Council could ask the students to undertake a project on how to insulate a building such as the Market House. Cllr Chowns was asked to talk to his daughter to see if she had a contact for NMiTE.

#### **RECOMMENDATIONS:**

- 1 That the CCWP requests that the Finance, Policy and General Purposes Committee are asked to investigate renewable PV energy generation in consultation with Severn Wye (who would be able to provide a free consultation).**
- 2 That Cllr Chowns speaks with his daughter to see if she has any contact details for NMiTE.**

Prof John Whitelegg left the meeting at 7.00pm.

#### **11. WARM SPACES FOR WINTER 2023/24**

Cllr McAll confirmed that warm spaces were being overseen by “Winter of Wellbeing”, and would start in January, ending in March. Potential locations for the initiative include the Rugby Club, Pot and Page and the Methodist Church. Funding has been limited to £1,500 to cover 3 to 4 days a week. It is proposed that individual organisations submit an application with the aim of entities then joining up and working together as one group.

#### **RESOLVED:**

**The Working Party will keep a watching brief of developments for Winter of Wellbeing.**

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**12. COP28**

Nina Shields suggested that it might be useful for the CCWP to consider how climate change is impacting upon health and to involve Ledbury Health Partnership. Appreciating that the Working Party had no direct contacts, the Deputy Clerk is to contact Justine Peberdy to see if she could make contact on behalf of the Council and invite a representative from Ledbury Health Partnership to the next CCWP meeting. Justine Peberdy would also be invited to attend the next CCWP meeting.

It was noted that the main impacts to health would be overheating in summer months or pollution (for example, breathing fumes in between the Southend and High Street). However, it was noted that Herefordshire Council had undertaken a reading for pollution from diesel in this area and it had come in below specification.

**RECOMMENDATION:**

**That the Deputy Clerk contact Justine Peberdy with a view to her contacting Ledbury Health Partnership to invite them to the next CCWP meeting, and that the invitation to attend the next CCWP meeting is also extended to Justine Peberdy.**

**13. DATE OF NEXT MEETING**

The date of the next meeting of the Climate Change Working Party will be held on Wednesday, 7 February 2024 at 6.00pm.

Signed ..... *Nina Shields* .....

Date ..... *7<sup>th</sup> March 2024* .....

## CLIMATE CHANGE WORKING PARTY – ACTION SHEET

No:	Item (Action Required)	Responsibility	To be actioned by (date)
7	<p><b>Transport</b> That the report presented by Prof John Whitelegg be presented at the next Traffic Management Working Party on 31 January 2024 for further consideration and that feedback is shared with the CCWP members in February 2024 at their next meeting.</p>	TMWP	31 January 2024
8	<p><b>Great Big Green Week</b> That the activities/events suggested for GBGW should be put to the next Environment and Leisure Committee for consideration and approval, confirming which events should be pursued in order that approvals can be forwarded to the GBGW Steering Group to progress.</p>	E & L Committee	4 January 2024
10a	<p><b>Council's Carbon Footprint</b> 1 That the CCWP requests that the Finance, Policy and General Purposes Committee are asked to investigate renewable PV energy generation in consultation with Severn Wye (who would be able to provide a free consultation). 2 That Cllr Chowns speaks with his daughter to see if she has any contact details for NMiTE.</p>	Finance, Policy & General Purposes Committee  Cllr S Chowns	18 January 2024  20 December 2023
12	<p><b>COP28</b> Deputy Clerk to contact Justine Peberdy with a view to her contacting Ledbury Health Partnership to invite a representative to attend the next CCWP meeting in February 2024. Invitation to include Justine Peberdy.</p>	Deputy Clerk	20 December 2023

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