



LEDBURY TOWN COUNCIL

TOWN COUNCIL OFFICES, CHURCH STREET. LEDBURY
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28 September 2023

To: All Councillors
Non-Councillors: Al Braithwaite, Beverly and Paul Kinnaird

Dear Member

You are invited to attend a meeting of the **Climate Change Working Party** on **Wednesday, 4 October 2023 at 6.00pm at the Town Council Offices, Church Lane, Ledbury**, for the purpose of transacting the business below.

Yours faithfully

Angela Price
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. Election of Chair
2. Apologies
3. 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)

4. **Terms of Reference** (Pages 1 – 2)
5. **To elect non-council members to the Climate Change Working Party**
6. **To approve and sign the minutes of a meeting of the Climate Change Working Party held on 3 May 2023** (Pages 3 - 6)
7. **Transport** (Verbal)
8. **Great Big Green Week 2024** (Verbal)
9. **Photographic Competition – “Trees of Significance in Ledbury”** (Verbal)
10. **Corporate Plan 2020** (Verbal)
11. **Council’s Carbon Footprint** (Pages 7 - 10)
12. **QR Codes** (Verbal)
13. **Fruit Gleaning** (Verbal)
14. **Warm Spaces for Winter 2023/24** (Verbal)
15. **Develop Action Sheet** (Page 11-12)
16. **Date of Next Meeting**

The date of the next meeting of the Climate Change Working Party is scheduled for Wednesday, 6 December 2023 at Ledbury Town Council Offices.

Future Meeting Dates:

Wednesday, 6 December 2023
Wednesday, 7 February 2023
Wednesday, 3 April 2023

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TERMS OF REFERENCE

CLIMATE CHANGE WORKING PARTY

1. Membership

Members of the Working Party can be appointed at any time during the Municipal year and will consist of both Town Councillors, members of relevant local groups/organisations.

The Membership will be made up of Councillors, stakeholders, representatives of local community groups and other interested parties.

2. Chairman

A Chairman will be appointed annually, at the first meeting of the Working Party.

The Chairman will be the main point of contact for the Clerk.

The Clerk will ensure minutes are taken from the meeting ensuring the capture of any actions proposed. This report will be submitted to the next meeting of the Environment and Leisure Committee for consideration.

3. Powers

Working Parties cannot make decisions on behalf of the Town Council, and any recommendations made by this group will be subject to approval by the Environment and Leisure Committee, Finance, Policy and General Purposes Committee and/or Council. This group has no budgetary powers.

The Council's Standing Orders apply to all meetings of the Working Party.

4. Responsibilities and Areas of Operation

Internal to the Council

To work with existing Town Council Working Groups and Standing Committees, to ensure that recommendations are considered in respect of any associated climate and environmental impact and to ensure any associated climate and environment impacts and mitigation is considered.

To help build links with other organisations and Herefordshire Council in particular, to improve waste management, public transport and housing provision and any similar projects.

To help Ledbury Town Council to develop sustainability through its Corporate Plan.

To support the Council regarding the purchasing of goods and services to ensure environmental issues are taken into account, locally and sustainably.

External to the Council

To support the community in discussion around the setting of appropriate targets for carbon reduction policy local and in support of national targets.

The Working Party will keep the Council fully informed, providing reports to the Environment and Leisure Committee meetings and ensuring that copies of all relevant documentation are made available for inspection by Council members.

LEDBURY TOWN COUNCIL

**MINUTES OF A MEETING OF THE CLIMATE CHANGE WORKING PARTY
MEETING HELD ON 3 MAY 2023**

PRESENT: Councillors: Shields, Chowns and Morris
Non-Councillors – Al Braithwaite, Paul Kinnaird

ALSO PRESENT: Julia Lawrence, Deputy Clerk

1. APOLOGIES FOR ABSENCE

Apologies were received from Beverley Kinnaird.

2. DECLARATIONS OF INTEREST

Declarations of Interest were declared by Councillor Shields: Chairman of Sustainable Ledbury, and Councillor Chowns: Member of Methodist Litter Pick

3. TO ELECT NON-COUNCIL MEMBERS

None

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

RESOLVED:

That the minutes of the Climate Change Working Party meeting held on 22 February 2022 be approved and signed as a correct record, with the amendment to 5.1, deleting the second paragraph:

“Consideration was given as to whether Councillor Ellie Chowns could assist, but it was agreed that with the Pre-election period starting in March, it would be difficult. However, members felt that it would be useful if she could get involved with the Great Big Green Week event in June”.

5. UPDATE ON ACTION POINTS

5.1. Feedback from E & L Committee. Members of the Working Party noted that the second paragraph of 5.1 should be deleted from the minutes dated 22 February 2023.

5.2 Measuring the Town Council’s Carbon Footprint. Due to the Pre-election changes to the Town Council and PURDAH, it was noted that the Clerk will be progressing this as soon as possible.

Members asked if there was a Council strategy in place to include this and perhaps this could be raised at the Environment & Leisure Committee.

- 5.3 Feedback on Warm Spaces.** A response was still awaited from Herefordshire Council.

Additional Updates:

- 5.4 Litter Picks.** Members asked if the “Lengthsman” could identify bad areas for litter (blackspots) around the Town.

- 5.5 The Great Big Green Week** is now overseen by the Events Working Party. To note that the Community Development Officer from Herefordshire Council is working with the Town Council’s Community Development Officer on putting together a programme for the week.

It was noted that there will be a “Cost of Living” event at the Rugby Club and also a clothes swap shop at a forthcoming Mayor’s coffee morning.

RESOLVED:

- 1 That the minutes of 22 February 2023 be agreed as amended under 5.1 above.**
- 2 That the Working Group seeks clarity from the Council (following the new administration) as to what Climate Change actions are included in the overall Council Strategy.**
- 3 That the Deputy Clerk meets with the Lengthman to discuss “black spots” around Town for litter picking purposes.**
- 4 To note the transfer of the Great Big Green Week to the Events Working Party.**

6. CONSIDERATION OF POSSIBLE ACTIVITIES

Items 6.1 to 6.3 are all Apps supporting a more sustainable way for people to make better use of food. It could be possible that links could be attached to the Council’s website.

6.1 “Too Good to Go” App

Traders could potentially use this App to alert members of the local public who had registered/signed up that they were selling off food at the end of the day at a reduced cost. This would need the support of the Traders across the Town and surrounding area.

6.2 “Olio” App

This App would work across local residents who want to share any surplus food that they had. For example, they had bought too much or were planning on going away and no longer needed the same amount of food.

6.3 “Link Tree” App

This App provides a platform to link to a variety of other user-friendly social media platforms, that have the potential to support a greener way of living for people. This App may need more Council intervention to ensure that it is operating in a helpful manner for the public.

6.4 QR Codes

QR Codes (are like bar codes) provide easy access to a variety of things where there is information available to read. Clicking on a QR code could mean that it would give access to papers for the Council, and it would be readable on a person’s mobile device thus reducing the amount of paper used. It is understood that Ledbury Foodbank are already using some Apps – Cllr Morris to check if this is the case.

RESOLVED:

- 1 To recommend to the Environment and Leisure Committee to consider the use of more social media (items 6.1, 6.2 and 6.4 above) to support the residents and stay present with the wider community.**
- 2 Cllr Morris to contact Ledbury Food Bank and check on their usage of Apps.**

7. OTHER POSSIBLE PROJECTS FOR THE FUTURE

The following projects set out possible contributions by Ledbury to reduce the impact of Climate Change on the environment. Each project carries its own recommendation to Environment & Leisure Committee.

- 7.1 Transport.** Professor John Whitelegg recently joined a Sustainable Ledbury meeting, following moving into the area from Shropshire. Whilst there he produced the South Shropshire Climate Change Report and Action Plan.

John has highlighted 15 potential projects, such as ticket policies, design and funding Park & Ride services, best practice cycle paths, car share club scheme, electric bikes, some of which could be possible opportunities for Ledbury. Mr Whitelegg is already in touch with Herefordshire Council about potential projects for the whole county. Given his interest in Ledbury, it may place the Town in a strong position to influence priorities to address Climate Change by Herefordshire Council such as the introduction of electric bikes.

It was agreed that it may be beneficial for the Council to pause until more information on the county wide projects are known.

- 7.2 Fruit Gleaning.** This is a term used when fruit trees and orchards do not get harvested. Feedback from the Food Alliance Group is that they are seeking funding to cook/freeze or dry fruit that has been picked by

Volunteers. To initiate this project, volunteers are required to research where the trees are, the volumes of fruit and then get volunteers together to harvest the fruit and make available to the Food Bank.

- 7.3 Community Garden.** Talk Community Hub wants local towns to contribute to supporting mental health programmes. Creating a community garden is a strong way for a Town to help those dealing with mental health issues. Addressing mental health issues can include people being prescribed to work on a community garden, as well as people self-registering. A potential site in Ledbury could be the rectangular piece of land behind the skate park. Any identified land would require further research, a conversation with the occupiers of flats (adj. to the skate park) or any other neighbours of other potential locations. To note a community garden exists in both Bishop Frome and Ross.

RESOLVED:

- 1 That the Environment & Leisure Committee consider whether the Working Party should have an exploratory conversation with John Whitelegg on a way forward and how to identify a project(s) in conjunction with Herefordshire Council. There could also be an opportunity for joining with the Traffic Management Working Group for such a project.**
- 2 That the Environment & Leisure Committee consider whether fruit gleaning is a project they would wish the Working Party to support.**
- 3 To ask the Environment & Leisure Committee to consider the creation of a community garden in Ledbury to support those suffering mental health problems.**

In order to assist the Environment & Leisure Committee prioritise the above mentioned opportunities, the Climate Change Working Party considered the order of priority to be as follows:

- A)**
- B) Transport and changes to address climate change (7.1)**
- C) Community garden (7.3)**
- D) Fruit Gleaning (7.2)**

8 DATE OF NEXT MEETING

To be agreed following the Annual Council Meeting on 11 May 2023.

LTC Carbon Footprint

September 2023

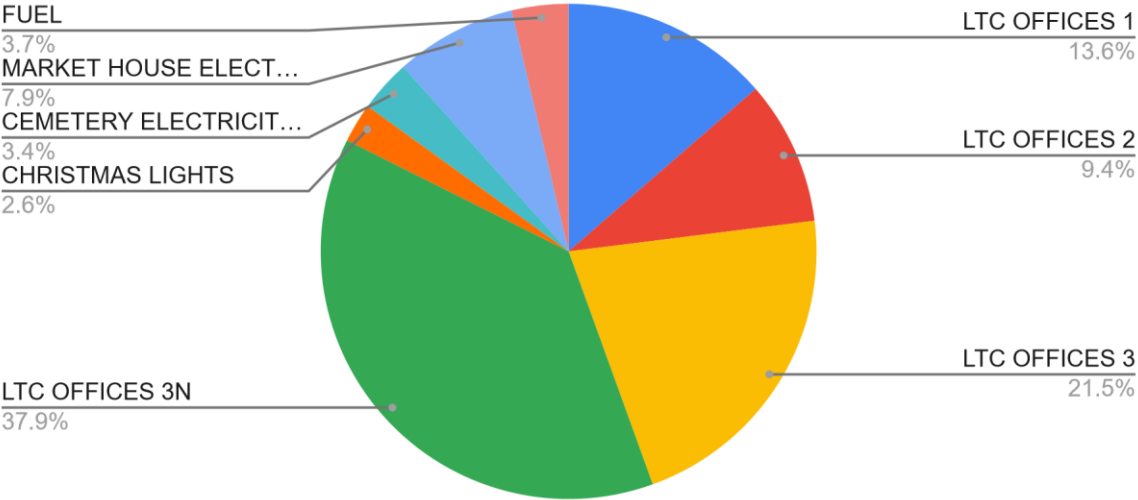
Notes to the Pie charts showing the current energy usage for Ledbury Town Council.

A cumulative amount of carbon emissions generated by electricity for heating and lighting and by fuel for a vehicle and mowers amounts to 13.77 tonnes annually. Over 95% comes from electricity.

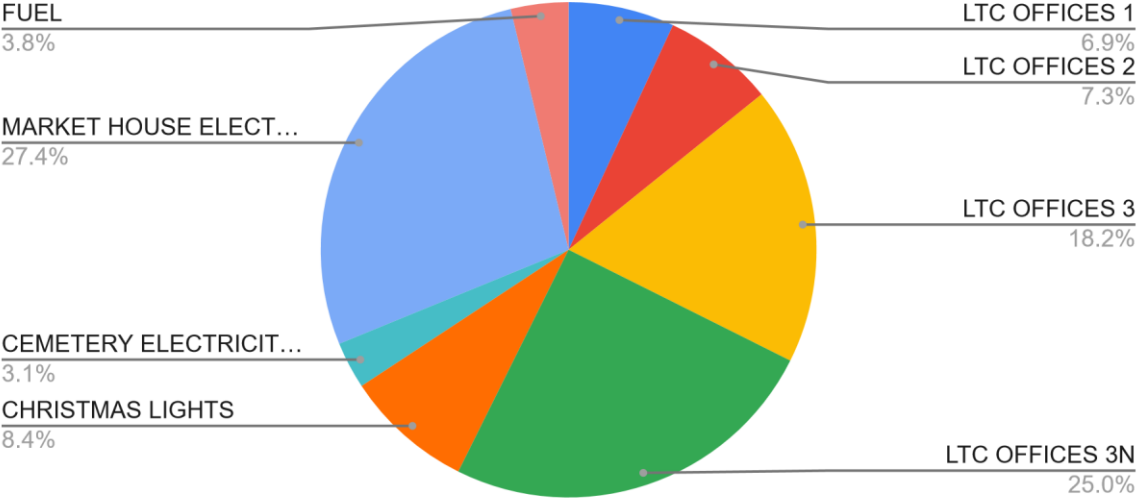
As the primary emissions are from electricity, actions to reduce the emissions can come from:

1. Driving down the CO₂ emissions in electricity generation (75% reduction since 1990 - currently 0.207 kg/kWh-)
2. Reducing demand in the Council sites
3. Adopting more efficient ways of heating offices.
4. Insulation and draught proofing in areas of offices for the benefit of staff and costs.
5. Installing renewable energy generation.

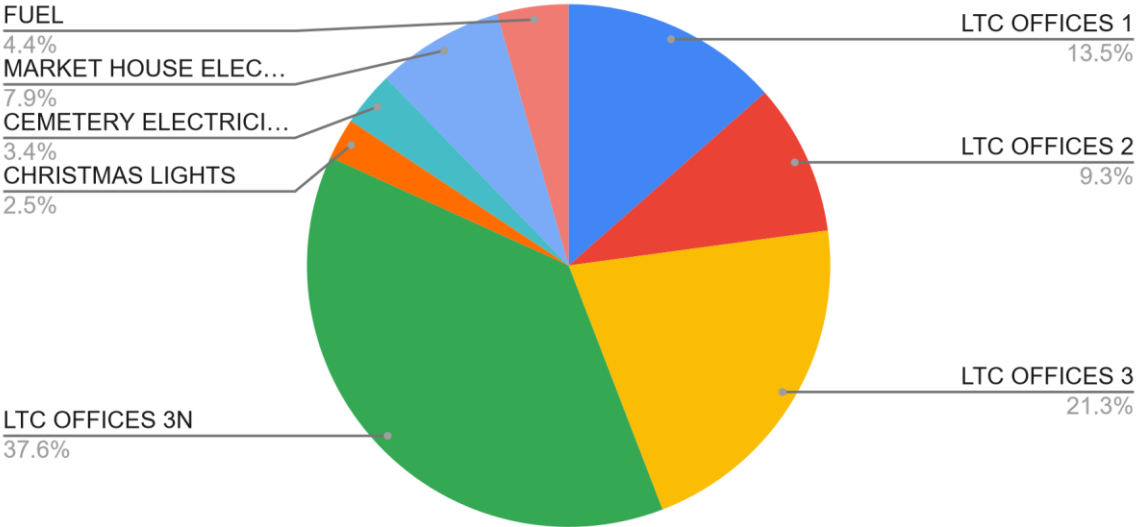
Summary of kWh-All sites



Summary of Costs - All Sites



kgs of CO2 -All Sites Total 13.77 tonnes



CLIMATE CHANGE WORKING PARTY – ACTION SHEET

No.	Item (Action Required)	Responsibility	To be Actioned by [Date]

