

**MINUTES OF A MEETING  
OF THE  
ENVIRONMENT AND LEISURE COMMITTEE  
HELD ON 10th of January, 2019  
IN THE TOWN COUNCIL OFFICES, LEDBURY**

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**PRESENT:** Councillors: J Hopkins (Chair), A Bradford, K Francis, D Knight, N Morris, N Shields, D Whattler

**IN ATTENDANCE:** M Ab Owain (interim Clerk), L James (Minutes),  
3 members of the public.

- E1.    01-19 **APOLOGIES**  
          **Apologies were received from Cllr J Roberts.**
- E2.    01-19 **DECLARATION OF INTERESTS**  
          None relating to agenda items.
- E3.    01-19 **PUBLIC PARTICIPATION**  
          Brenda Hill commented that the Christmas Lights went well.
- E4.    01-19 **MINUTES**  
          **To approved the Minutes of the Environment and Leisure Committee meeting held on the 15<sup>th</sup> November 2018 as a correct record.**  
          It was proposed by Cllrs Shields that the minutes be accepted as they have already been accepted at full council. Cllr Hopkins seconded this.  
          **RESOLVED** to accept the minutes of the Environment and Leisure Committee meeting held on the 15<sup>th</sup> November 2018 as a correct record.
- E5.    01-19 **DOG HILL WOOD**  
          **Update on progress regarding meeting with West Mercia Police.**  
          Cllr Hopkins confirmed that she has been seeking a meeting with West Mercia Police to discuss what is required in terms of CCTV coverage. A date for the 17<sup>th</sup> January has been arranged, but the time not yet confirmed. Cllr Bradford indicated a wish to attend, and it was asked that the Interim Clerk notify Cllr Bradford of the time when arranged.
- E6.    01-19 **TOWN CENTRE**  
          **6.1 to receive quotations for litter bins (if available)**  
          Cllr Morris asked regarding quotes which were sent to Office re bin replacement. The Interim Clerk recommended that it was worth checking

the quality of paint finishes, and a small additional payment for “maritime finish” would aid longevity, however, need to clarify ownership of bins in first instance.

## **6.2 to consider plan devised by Cllr Morris and Cllr Whattler**

Cllr Whattler has been undertaking a survey of litter bins. The map received from Balfour Beatty is only A4, he has requested an A1 size copy. He has surveyed bins and dog bins, taking photos of the location and condition. In his opinion approximately 80% are in need of replacement, with only 10% being in good condition. He feels that 20% are in a dangerous condition; he has surveyed over 100 bins. Cllr Bradford asked if it was within Neil James, the Locality Steward’s remit to check bins. Ownership of bins was discussed, it was felt clarification of ownership was required. Cllr Whattler estimated that 50% of the bins surveyed were overflowing. Cllr Bradford asked that Neil James be invited, along with pertinent Balfour Beatty officers to a meeting with the Town Council to see the survey photographs. It was agreed that Herefordshire Council should be notified the following day of the bins in dangerous condition, Cllr Whattler will notify the Interim Clerk of the list of these bins; Cllr Whattler asked if councillors were aware of any other bins to let him know, Cllr Francis stated he undertook a similar survey 5 – 6 years ago; the details should be available in the office. Cllr Whattler was thanked for his work so far on this survey.

It was proposed by Cllr Bradford to notify Herefordshire Council urgently regarding bins in dangerous condition, and to arrange a meeting with the Locality Steward, Neil James. Cllr Knight seconded this.

**RESOLVED:** to notify Herefordshire Council urgently regarding bins in dangerous condition, and to arrange a meeting with the Locality Steward.

### **ACTION POINTS:**

Notify Herefordshire Council re dangerous bins. Cllr Whattler to send list of dangerous bins to LTC office.

Meeting to be arranged with Locality Steward Neil James and Balfour Beatty.

## **6.3 Hanging basket installation by BBLP (refer E47. 06-18)**

Still no progress on quote, which was felt excessive. Cllr Bradford offered to contact BBLP and ask for action. Cllrs felt that there were other installations which might need review, Cllr Bradford to check in town tomorrow and send a list of posts which might need repair to BBLP.

## **E7. 01-19 LEDBURY WAR MEMORIAL**

**To receive an update on progress/developments.**

Item 7 on the agenda was brought forward and discussed before E124 so that the members of public attending for this agenda item were not

unnecessarily delayed.

The War Memorial Trust has advised that the Council get in touch with a Structural Engineer to be advised on a Recommendation of Works. The War Memorial Trust have a list of approved engineers and it was suggested that tenders are sought from approved engineers in a 70 mile or so radius. Cllr Bradford raised that in the past Tesco has been approached for funding, but this didn't come to fruition. He requested that the Council approach Tesco and Co-op again. Cllr Francis asked how much was allocated in the budget for the War Memorial – the Interim Clerk confirmed this but expected the costs to run across several years' budgets. The Interim Clerk confirmed that it was not going to be a quick fix, and that it will be done correctly and in time for the centenary of the dedication in December 2020. Cllr Hopkins stated that the reason for engaging the Structural Engineer first is to get it right – she has spoken to the Conservation Officer and he will review the scope of the works. The drainage work is not cosmetic, and the cleaning work has exposed problems. It was proposed by Cllr Bradford to tender War Memorial Trust approved Structural Engineers to provide a Recommendation of Works with regards to the War Memorial repairs. Cllr Knight seconded this.

**RESOLVED:** To tender War Memorial Trust approved Structural Engineers to provide a Recommendation of Works with regards to the War Memorial repairs.

**ACTION POINT:** Council to contact local supermarkets to see if funding for local project is available.

Jennifer Harrison, member of public, commented that she was pleased with action decided, and that matters are now going forward.

Two members of public left the meeting at this point.

## E8. 01-19 **RECREATION GROUND**

### **8.1 Youth Shelter update on order progress.**

Cllr Hopkins confirmed that the Youth Shelter has been ordered. Cllr Bradford asked regarding removal of the old shelter. It has to be removed at ground level, it is not structurally safe to keep the seating. Cllr Hopkins proposed that quotes were obtained for immediate removal of the existing shelter. Cllr Bradford seconded this.

**RESOLVED:** to obtain quotes for immediate removal of the existing shelter.

### **8.2 Quotation for repairs to playground path.**

Repairs to path in recreation ground. The location of the path was discussed, and whether it was LTC or Herefordshire Council responsibility. Cllr Shields proposed that if the path was in the play area, and LTC responsibility, it needs to be rubber and a complete relay, if not, a quote for asphalt should be sought. Cllr Hopkins seconded this.

**RESOLVED** to check location of path, and dependant on location, accept quote for complete relay of rubber path, or seek a quote for asphalt, and

make recommendation to full council once information confirmed.

### **8.3 To consider quote for parking sign.**

This was discussed. Cllr Bradford proposed to accept the quote. Cllr Knight seconded this.

**RESOLVED:** to accept the quote for the parking sign.

#### **E9. 01-19 CLOSED CHURCHYARD (ST MICHAELS AND ALL ANGELS)**

##### **To consider repairs to post.**

This was discussed alongside item 7; regarding the pillar at the gate of the Closed Churchyard it was agreed to request a survey from the Structural Engineer when they are contracted for the War Memorial.

#### **E10. 01-19 BANDSTAND REPORT**

Cllr Knight had produced this report. She was thanked for her work with this. She confirmed that the new Shelter for the Recreation Ground could double as a bandstand, therefore no standalone one required. Cllr Shields proposed that the report should be accepted. Cllr Bradford seconded this.

**RESOLVED:** To accept the report.

#### **E11. 01-19 GRITBINS**

The Lengthsman reports that some of the bins were not filled by Herefordshire Council. Cllr Hopkins confirmed that unfilled bins did not have a sticker stating that they were property of Herefordshire Council. Cllr Bradford confirmed that LTC had never purchased grit bins; they were all Herefordshire Council property. It was suggested by Cllr Shields that Herefordshire Council be contacted and informed that some of their bins are missing stickers, with Locality Steward and Ward Councillors copied into the correspondence. Cllr Whattler asked for an up to date map of the grit bins to inform his bin survey

**ACTION POINT:** Interim clerk to contact Herefordshire Council re grit bins.

#### **E12. 01-19 E&L EXPENDITURE 2018/19**

##### **To approve the creation of a nominal code for October Fair 2018 expenditure.**

The Interim Clerk advised that this is an accounting action to clarify the budget line and make transparent. Cllr Francis asked if this related to actual expenditure incurred by the October Fair. It was confirmed by Cllr Shields that it related to the actual cover at the fair.

**RESOLVED:** To approve the creation of the nominal code.

#### **E13. 01-19 CORRESPONDENCE FOR INFORMATION**

i) West Mercia Police report regarding view point at Dog Hill Wood – PCSO attended following reports of antisocial behaviour – attended within 10

minutes but couldn't find culprits. To be discussed at meeting with Sarah Ransome in January.

ii) Cllr Shields received letter from resident regarding trees overhanging her garden (trees on Herefordshire Council land). Herefordshire Council initially said they needed cutting back, and agreed a 2-month time plan, but have now withdrawn from that offer. Cllr Shields suggested that the Council could facilitate a group of volunteers who could help with local residents with problems like this, where they may not have the funds to employ professionals. It was felt that within Ledbury there was a very good volunteer base, perhaps Ledbury in Bloom may be a starting point for this particular request. It was agreed to put a request for volunteers on Council Facebook page. Cllr Hopkins asked for a volunteer to coordinate this group, Cllr Knight agreed to lead this.

**ACTION PLAN:** To respond to resident explaining that whilst not within the Council's remit, the Council is hoping to facilitate a volunteer group who may be able to provide services requested by residents.

iii) Mabels Furlong – correspondence received from resident concerned re grass being used for parking. This has been addressed in the past, Herefordshire Council have put barriers up in the past. Cllr Bradford felt it was an issue for Highways, which would come under Neil James remit. Cllr Hopkins suggested that in the first instance council should ask Cllr Howells, as part of his traffic management survey, to ask the residents what they would like for this area. Once residents say what is wanted, it can be discussed.

**ACTION POINT:** to ask Cllr Howells to include in the traffic management survey.

#### **E14. 01-19 DATE OF NEXT MEETING AND ITEMS FOR FUTURE AGENDA INCLUSION**

**No items were suggested for future agendas by councillors in the meeting.**

**The date of the next, scheduled meeting of the Environment & Leisure Committee is 14<sup>th</sup> February 2019.**

Meeting closed at 8.50pm.

CHAIRMAN ..... DATE .....