

LEDBURY TOWN COUNCIL

MINUTES OF AN ENVIRONMENT AND LEISURE COMMITTEE MEETING HELD ON 17 NOVEMBER 2022

PRESENT: Councillors Beddoes-Davies, Bradford, Chowns (Chair), Shields, Sims & Sinclair

ALSO PRESENT: Julia Lawrence – Deputy Town Clerk
Sophie Jarvis – Minute Taker

E310 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Auburn, Eakin and Whattler.

E311 DECLARATIONS OF INTEREST

RESOLVED:

No declarations of interest were received.

E312 THE NOLAN PRINCIPLES

RESOLVED:

That the Nolan Principles be received and noted.

E313 PUBLIC PARTICIPATION

RESOLVED:

No members of the public were present.

E314 TO RECEIVE AND NOTE THE MINUTES OF THE ENVIRONMENT & LEISURE COMMITTEE MEETING HELD ON TUESDAY, 27 SEPTEMBER 2022

Councillor Sinclair stated that these minutes should be considered at the next Full Council meeting due to Minute No. E301 being incorrect as he did not agree that the traffic management for the October Fair had been resolved. Discussions took place as to why the sum of £3,580.00 plus VAT was paid for traffic management at the Funfair when it has never been this much in previous years. Councillor Chowns reminded members that due to the last Environment and Leisure meeting being delayed, due to the passing of the late Queen Elizabeth II, unfortunately there was very little time left before the October Fair. With this in mind, the Clerk and himself had to make a quick decision on which companies would be appointed for the traffic management and first aid cover. Councillor Sinclair proposed that the minutes be received and accepted subject to the exclusion of Minute no. E301 – October Fair, Traffic Management.



Members also discussed when the works are planning to go ahead on the War Memorial. The Deputy Clerk informed members that she believed this was commencing in Spring 2023 due to weather conditions. Members asked that the Clerk release a public statement informing members of the public when the works are planned to start on the War Memorial.

RESOLVED:

- 1. That the minutes of the Environment & Leisure Committee Meeting held on Tuesday, 27 September 2022 be received and noted with the exception of Minute No. E301 which related to traffic management.**
- 2. That the Clerk provide a public statement to inform people when the works are due to commence on the War Memorial.**

E315 TO REVIEW ACTION SHEETS

The Deputy Clerk informed members of the following updates on the Action Sheet.

E300.1 – That the clearance of the ivy on the wall joining the Football Club at the cemetery is scheduled to take place on Tuesday, 22 November 2022.

E300.2 – That the carpet in the cemetery chapel has been paid for and the work is scheduled to commence on Thursday, 1 December 2022.

E300.3 – That the wooden floors beneath the pews in the chapel be stripped and re-stained on Monday, 28 November 2022 and/or Tuesday, 29 November 2022.

E302 – The Deputy Clerk informed the Committee Members that previously the Committee had agreed for a company to provide a steel band around the beam of the cantilever tyre swing. However, the Deputy Clerk advised that she was seeking companies to quote for a secondary safety device for the cantilever tyre swing and until that was agreed, confirmed that this project would remain in abeyance.

E303 – Members queried why a portable stairlift could not be fitted to the staircase attached to the Market House. Councillor Bradford asked the Deputy Clerk if members could have sight of the email from Herefordshire Council with the details confirming this. Councillors made reference to the actual staircase of the Market House believing that this part of the building was not listed and considered it should be exempt from the restrictions applied to the actual listed Market House.

RESOLVED:

That the contents of the action sheet were received and noted and that the Deputy Clerk would provide a copy of the email received from Herefordshire Council regarding attaching a stairlift to the fabric of the building.



E316 CEMETERY

RESOLVED:

That authorisation be given for the signing of the Deeds for Exclusive Right of Burial 721, 725, 727, 728, 729, 731, 732 and 733 granting the exclusive right of burial to those named on the interment form.

E317 ANTI-SOCIAL BEHAVIOUR AT THE RECREATION GROUND

Members discussed the rising problems of anti-social behaviour at the Recreation Ground. Councillor Bradford stated that some 15 years ago, there was a budget for 'Security Park Keepers' who very successfully patrolled the Parish and Recreation Ground and after a while, they became known as Parish Officers. These individuals were highly trained, wore body cameras and had direct links with the Police. However, these job holders resigned and the positions haven't been replaced. Councillor Bradford considered that this option should be considered even if it meant a part-time role. Councillor Bradford informed members that he had investigated private security companies and believed that there are local companies who would be interested in this role.

Councillor Sims stated that he believed the budget proposed for this project would be better spent on a 'youth engagement programme' to create opportunities that could work parallel to eliminating anti-social behaviour, rather than addressing it as a separate issue. Discussion took place regarding using the Busy Bees building as a Youth Centre and it was noted that a dialogue was ongoing.

Councillor Sims considered that this item should not be voted upon at this time but rather that the Members awaited the results of the report which had been commissioned by Ledbury Town Council before taking a vote.

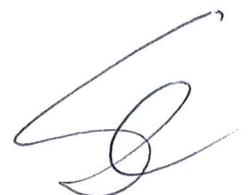
Councillor Sinclair proposed that members of the Environment and Leisure Committee accept the three recommendations included in the report on anti-social behaviour at the Recreation Ground and for these then to be taken to the next Full Council meeting taking place on Thursday, 1 December 2022.

A named vote was called.

Cllr Beddoes-Davies	For	Cllr Shields	Abstention
Cllr Bradford	For	Cllr Sims	Abstention
Cllr Chowns	For	Cllr Sinclair	For

RECOMMENDATION:

That the three recommendations in the report on anti-social behaviour at the Recreation Ground be accepted and be referred to the next Full Council meeting on Thursday, 1 December 2022.



E318 DOG HILL WOOD – TREE SURVEY

Members of the Committee noted the contents of the report. Councillor Bradford proposed that the recommendations be accepted on the Dog Hill Wood Tree Survey report, all members were in favour.

RECOMMENDATIONS:

- 1 That the recommendations be accepted from the Dog Hill Wood – Tree Survey report and for the Council to make a budget provision of circa £8,750 for the removal of the 25 trees identified in David Gardner’s report.**
- 2 That members instruct the Deputy Clerk to seek quotations from professional tree surgeons for the removal of the 25 trees over a three/four year period.**

E319 SKATEPARK RESURFACING WORKS

The Deputy Clerk informed members that originally a smaller section was proposed for resurfacing if it was required. However, now that the ramps have been re-aligned, it has identified a larger area of the skatepark that needs to be resurfaced. As previously advised, the Deputy Clerk had allowed a budget of circa £5,000 to £6,000 for the smaller area but now that the area has increased, so have the costs.

Councillor Sinclair proposed that Company C – Kington should be appointed for the resurfacing works on the skatepark, on the basis that the tarmac depth of material was 35mm and came with a two-year warranty against workmanship and defects. All Members of the Committee were in favour. Councillor Chowns asked that as soon as the Company has been appointed that Committee Members be advised of the start date for these works.

RECOMMENDATION:

That the Deputy Clerk appoint Company C – Kington to carry out the resurfacing works on the skatepark as soon as possible, subject to the funding being available.

E320 SKATEPARK ARTWORK

Councillor Beddoes-Davies highlighted that not all skatepark users are school children and that the artwork that is being applied onto the ramps should appeal to all users no matter what their age is. With this in mind, asking schools to design the artwork for the skatepark is not reaching out to all users. Councillor Sims agreed that their needs to be a sense of ownership for all skatepark users and that this could potentially tie in with a ‘youth engagement project’. This could be used as a teaching tool and an activity that all can join in on to create their own artwork alongside professionals. Councillor Sims proposed that a report be produced for the next Committee Meeting to include companies/artists that can teach skatepark users to create their own murals on the ramps and that this could be combined with a youth engagement project.



RESOLVED:

That the Deputy Clerk produce a report on companies/artists that can teach skatepark users to create their own murals on the ramps and how this could be combined with a youth engagement project.

E321 WORKING PARTIES

- 1. To receive and note the minutes of the meeting of the Events Working Party held on Thursday, 29 September and Thursday, 13 October 2022 and consider any recommendations therein.**

Councillor Bradford queried why there is to be a road closure for the Christmas Light Switch-on event on Sunday, 27 November 2022. The Deputy Clerk informed members that this event is going to be bigger than previous years and the road closure is necessary for the 26 Christmas Market stalls that will be in the High Street.

Councillor Bradford also stated that he did not feel people should have to book and pay for the Santa's Grotto as this is something that has not been done before in previous years. He queried what would happen if people were unaware of this booking system and just turned up on the day, would they be sent away? The Deputy Clerk informed members that they would not turn children away to see Father Christmas.

The Deputy Clerk informed members that the recommendations in these minutes had gone to the Finance, Policies & General Purposes Committee meeting. Councillor Sims asked if it could be made clearer on the agenda what recommendations members needed to act on in future meetings.

RESOLVED:

That the minutes of the Events Working Party held on Thursday, 29 September and Thursday, 13 October 2022 were received and noted.

- 2. Recommendations put forward at the Events Working Party held on Thursday, 10 November 2022**

Councillor Sims proposed that all seven recommendations be accepted from the report at the Events Working Party held on Thursday, 10 November 2022. All members were in favour. These recommendations related to:

- Four recommendations were in respect of World Book Day 2023;
- One recommendation was to include a budget line for known events in the annual budget programme;
- One recommendation was to consider delegated powers for the Clerk and Deputy Clerk, in conjunction with the Chairs of Environment and Leisure and Finance, Policy and General Purposes Committee in order that bookings could be secured for events well in advance;
- One recommendation was to set up a Task & Finish Group in respect of the Coronation event in May 2023.



RESOLVED:

That all recommendations were accepted from the report on the Events Working Party held on Thursday, 10 November 2022

- 3. To receive and note the minutes of the meeting of the climate change working party held on Wednesday, 12 October 2022 and consider any recommendations therein**

Councillor Shields advised the Committee about events taking place in January, "Keep Herefordshire Warm" for which grant funding is available. All Members were in favour of this. Councillor Shields also advised the Committee of the Great Big Green Week national event which she hoped Ledbury Town Council could consider and this will be brought back to the January 2023 meeting for consideration and approval.

RESOLVED:

That the minutes of the meeting of the Climate Change Working Party held on Wednesday, 12 October 2022 were received and noted

E322 DATE OF NEXT MEETING

RESOLVED:

The next meeting of the Environment and Leisure Committee is scheduled for Thursday, 19 January 2023.

E323 EXCLUSION OF PRESS AND PUBLIC

RESOLVED:

That in accordance with Section 1(2) of the Public Bodes Admission to Meetings Act 1960, in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public are excluded from the remainder of the meeting.

E324 OCTOBER FUNFAIR

Councillor Bradford highlighted the following issues that were raised at the October Funfair:

- Resolution to start Fair at 5.00pm and not 4.00pm
- Contamination from generators
- HGVs/vans arriving well before the agreed time
- Health & safety issues over trailing cables
- The amount of money paid by the Town Council for the road closure
- An assault that took place during the Fair which hospitalised a man and there has been no follow up report on this

Members questioned what powers does the Town Council have over enforcement on timings of arrival for the Funfair providers; what are the Council's limitations; whether

the Fair can be located in a different place, or, if the Town Council could enact fines. Councillor Chowns proposed that there should be a Memorandum of Understanding between the Town Council and the Funfair providers who have been coming to the Town for such a long time and that it was disappointing to note the issues that had occurred. Members also discussed the lack of police presence at this event. Councillor Bradford informed members that there is to be a Police Liaison Meeting in December and suggested that the Chair of this Committee should attend to discuss these issues from the October Fair.

The Deputy Clerk informed members that she was waiting for static CCTV images from Herefordshire Council to confirm if the cars were being moved too early in the day which the Funfair provider has denied all knowledge about.

The Deputy Clerk made members aware that in the 1584 Charter it does not specifically state that the Funfair must take place in the High Street. Members agreed that as a matter of urgency, all archives must be looked at to confirm any specifications on the October Funfair. Councillor Sims proposed that the Town Clerk seek independent legal advice as a matter of urgency on four main points listed below before the meeting takes place with the Funfair provider in the New Year.

- Costing
- Placement
- Timing
- Who runs the Funfair

All members were in favour of this.

RESOLVED:

That the Clerk write a report on the October Funfair to include the above four points after seeking independent legal advice and that this information be taken to the meeting with the Funfair provider in the New Year.

E325 SPECIFICATION FOR MAINTENANCE OPERATIVE

Members discussed the length of time that is most suitable for the maintenance operative job. Councillor Sims queried if a 12-month contract would be too long whereas Councillor Beddoes-Davies highlighted that a 12-month contract would be beneficial due to seasonal changes. Members agreed and stated that there must be a breakout clause within the contract.

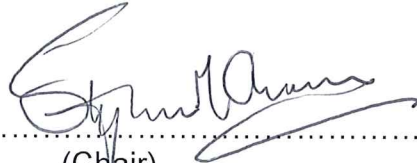
RESOLVED:

That the specification for the maintenance operative job contract be for a 12-month period, to include a breakout clause, be presented at the next Full Council meeting.



The meeting ended at 8:40pm

Signed


(Chair)

Dated

19/1/23