



LEDBURY TOWN COUNCIL

TOWN COUNCIL OFFICES . CHURCH STREET . LEDBURY
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14 June 20149

TO: Councillors Bannister, Eakin, Howells (Town Mayor – ex-officio), Knight, (Vice-Chair), Manns, Morris, Rae-Clarke, Vesma and Whattler (Chair)

Dear Member

You are hereby summoned to attend a meeting of the **Environment & Leisure Committee** which will be held in the **Town Council Offices, Church Street, Ledbury**, on **Thursday, 20 June 2019 at 7.30 pm** for the purposes of transacting the business set out below.

Yours faithfully

Angie Price
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 or broadcast must respect the rights of other people attending under the Data Protection Act 1998

A G E N D A

- 1. To receive apologies for absence**
- 2. To receive 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 Ledbury Town Council's Code of Conduct for Members and by the Localism Act 2011)
(Note: Members seeking advice on this item are asked to contact the Monitoring Office at least 72 hours prior to the meeting)

3. Public Participation

Members of the public are permitted to make representations, answer questions and give evidence in respect of any item of business included in the agenda. The period of time, which is at the Chairman's discretion, for public participation shall not exceed 15 minutes. Each member of the public is entitled to speak once only in respect of business itemised on the agenda and shall not speak for more than five minutes. Questions/comments shall be directed to the Committee Chairman.

4. To approve and sign as a correct record the minutes of a meeting of the Environment & Leisure Committee held on 14 March 2019 (Pages 1-5)

5. Terms of Reference (Page 6)

6. To give consideration to proposed fees and charges for 2019/20:- (Pages 7-10)

- i. Services provided in Ledbury Municipal Cemetery
- ii. Room hire costs – Jacobean Room and Market House
- iii. Market Stall rental
- iv. Wedding package

7. Recreation Ground (Pages 11-14)

- i. Shelter
- ii. Lighting
- iii. Waste Bins
- iv. Pathway/Walkway
- v. Street Furniture

8. Benches (Pages 15-16)

9. Flower Planters behind Children's Burial area (Page 17)

10. Appointment to October Fair Working Party

11. Minutes of a meeting of the Christmas Lights Working Party (Pages 18-21)

12. Advertising Facilities in the Town (Page 22)

13. Site Visits (Verbal Report)

14. Date of next meeting

To note that the date of the next meeting of the Environment & Leisure Committee is scheduled for 14 September 2019

15. **Exclusion of Press and Public**

In accordance with Section 912) of the Public Bodies 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

16. **War Memorial** (Pages 23-24)

17. **Grounds Maintenance Contracts** (Pages 25-26)

- i. GM1 – Woodlands Maintenance Contract
- ii. GM2 – Grass Cutting Contract
- iii. GM3 – Play Area Equipment Contract
- iv. GM4 – Benches Contract

18. **Memorial Inspection (Topple Testing)** (Pages 27-30)

19. **CCTV** (To Follow)

Distribution: Full agenda to: - Committee members (6)
Town Mayor (ex-officio)

Agenda excluding confidential papers to:

Non-Councillor members: Chris Horne
Geraldine Horne
Trevor Hughes

Plus: The Press
Library

Agenda front pages to all non-committee members (3)