



LEDBURY TOWN COUNCIL

TOWN COUNCIL OFFICES, CHURCH STREET. LEDBURY
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21 March 2022

To: Councillors Howells, Knight (Chair), Hughes, Manns & Morris
Non-Councillors: Peter Ascott, Griff Holliday, Hilary Jones, Lynette Loader and
Christine Tustin

Dear Member

You are invited to attend a meeting of the **Events Working Party on Thursday, 24 March 2022 at 10.00am at Ledbury Funeralcare (Co-op), Hawcutt House, 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. **Apologies for absence**
2. **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)

3. **Election of non-council members**
4. **To approve and sign the minutes of a meeting of the Events Working Party held on Thursday, 17 February 2022** (Pages 26 - 29)

5. **World Book Day – Feedback** (Verbal)
6. **Mother’s Day Event at Cemetery Chapel, 27 March 2022** (Verbal)
7. **Careers and Advice Fair, 31 March 2022** (Verbal)
8. **Queen’s Platinum Jubilee Events:** (Verbal)
 - 8.1 **Ledfest on the Rec**
 - 8.2 **Community Day**
 - 8.3 **Window Display Competition**
9. **Craft Markets** (Verbal)
10. **Christmas Lights** (Verbal)
11. **Calendar of Events** (Pages 30 - 31)
12. **Date of Next Meeting**

The date of the next Events Working Party meeting will be held on Thursday, 28 April 2022 at 10.00am, at Ledbury Funeralcare (Co-op), Hawcutt House, Bye Street, Ledbury.

LEDBURY TOWN COUNCIL

**MINUTES OF AN EVENTS WORKING PARTY HELD ON
17 FEBRUARY 2022**

PRESENT: Councillors Knight (Chair), Morris, and Howells
NON-COUNCIL: Griff Holliday and Lynette Loader

ALSO PRESENT: Julia Lawrence – Deputy Clerk
Olivia Trueman – Community Development Officer
Nina Shields – Ledbury Library Group
Hilary Jones – Ledbury Funeral Services
Catriona Cole – Ledbury Primary School

E48 APOLOGIES FOR ABSENCE

No apologies for absence were received.

E49 DECLARATIONS OF INTEREST

None received.

E50 ELECTION OF NON-COUNCIL MEMBERS

RESOLVED:

Hilary Jones was elected to be a non-council member.

**E51 TO APPROVE AND SIGN THE MINUTES OF A MEETING OF THE EVENTS
WORKING PARTY HELD ON THURSDAY, 27 JANUARY 2022**

The Deputy Clerk referred to Minute No. E43.3 regarding the Brass Band performing under the Market House on Community Day and confirmed that they would be performing on this day.

RESOLVED:

That the minutes of the Events Working Party held on 27 January 2022 be approved and signed as a correct record.

E52 WORLD BOOK DAY – MARCH 2022 UPDATE

The Community Development Officer (CDO) gave an update to members on the World Book Day event which will be taking place on Saturday, 5 March 2022. She advised that a poster had been created free of charge by Joyce Mason and this has been circulated to the Focus, other social media platforms, local radio stations, and as far as Newent and Ross on Wye, as well as local

schools. Lynette Loader confirmed she would be reading 'Hungry Caterpillar' at 12.00 noon and 1.00pm.

The CDO reported that characters (i.e. Peter Rabbit) had previously not been pursued due to cost. However, following a discussion with the Town Clerk, and due to there being sufficient funds available in the Welcome Back Fund, it was agreed that these characters could now be arranged. The CDO confirmed that she had since contacted other companies about these characters, but these were slightly more expensive as they were incorporating their travel costs.

RESOLVED:

That members agreed to have Peter Rabbit characters walk about the Town for World Book Day.

E53 QUEEN'S PLATINUM JUBILEE EVENT – "REGGAE ON THE REC"

The Deputy Clerk (DC) gave an introduction into the purpose of the Jubilee event planned to take place on Friday, 3 June 2022 stating that originally the event was to be called "Reggae on the Rec" but Councillors having given further consideration, it had been agreed that this may not be an appropriate title as members of the public may deem the event to be purely reggae style music and not anything else and which might also deter people from attending the event.

The DC stressed that this event was for everyone. Members therefore agreed that Reggae on the Rec was not a suitable title and should be changed. After further discussion, members agreed that the event should be called "Ledfest on the Rec". Having "world music" could assist with the Jubilee grant application and the CDO reported that whilst Ledbury Town Council had planned to partner with the Community Group/Poetry Festival, it was confirmed that they were now partnering with a children's charity and therefore Ledbury Town Council would now submit its own application.

Griff Holliday gave an update on Community Day. He advised that a separate programme will be produced and then a page will be added within the overall Souvenir Programme.

RESOLVED:

That members received and noted the updates on the Jubilee events, as well as confirming that the name of Ledbury Town Council's event would now be called "Ledfest on the Rec".

E54 CAREERS & ADVICE FAIR – 31 MARCH 2022

The CDO briefed members on the Careers and Advice Fair that has been organised to take place on 31 March 2022 at the Community Hall. This would be a free event and numerous local businesses and community groups had been invited to participate in the event. The CDO confirmed that she had also contacted the local schools and colleges. Griff Holliday advised the CDO that

if she experienced any problems making contact with UMITE, to let him know. The CDO noted that she was still currently putting together a list of the employers ready to send off to schools.

RESOLVED:

That members received and noted the update from the CDO regarding the forthcoming Careers and Advice Fair.

E55 CRAFT MARKETS

The CDO made members aware of the Markets Working Party and that a Craft Market was being introduced and that this would be held on the first Friday of every month starting on 1 April 2022. To date, the CDO confirmed that there had been a lot of interest.

RESOLVED:

That members received and noted the update.

E56 CALENDAR OF EVENTS

The calendar of events was discussed. Griff Holliday noted that the Big Breakfast event, 11th to 14th March had been omitted from the schedule and needed to be added.

RESOLVED:

- 1. That the Calendar of Events be received and noted by members.**
- 2. That the Big Breakfast event be added to the Calendar of Events.**

E57 DATE OF NEXT MEETING

The date of the next Events Working Party meeting will be held on Thursday, 24 March 2022 at 10.00am, at Ledbury Funeral care (Co-op), Hawcutt House, Bye Street, Ledbury.

The meeting ended at 10:58am.

Signed Dated
(Chair)

LEDBURY TOWN COUNCIL

CALENDAR OF EVENTS – 2022

Month of Event	Event	Date/Time	Details	Start date for organisation/planning	Notes
February	RFC – VP Lunch with Martin Williams	19 February			
	Fair Trade Fortnight	27 – 28 February			
March	World Book Day	Saturday 5 March	10.00am – 4.00pm Various Venues		
	Fair Trade	1 – 13 March			
	Big Breakfast Week	11-14 March			
	Global Recycling Day	18 March			
	Quiz & Social Evening	18 March	Ledbury British Legion Club – 7.30pm	Ledbury & Stromstad Twinning Association	Tickets £2.50/person Tables of 4 people
	World Poetry Day	21 March			
	Shakespeare Week	21 – 27 March			
	Candle Lighting at Chapel Cemetery, for Mother's Day	Sunday 27 March	10.00am – 4.00pm		
	Careers & Advice Fair	Thursday 31 March	10.00am – 4.00pm Burgage Hall		
April	RFC – VP Lunch with Gareth Evans	9 April			
	World Heritage Day	18 April			
	RFC – Sportsman Dinner with Roger Uttley	22 April			
May	World Bee Day	20 May			
June	Ledfest on the Rec	Friday 3 June	Recreational Ground		
	Community Day	Saturday 4 June			
	Big Jubilee Lunch	Sunday 5 June			

	Cycle to Work Bike Week	6 – 12 June		
	Promote World Refill Day	24 June		
July	Poetry Festival	1-10 July		
	Ledbury Celebration	10 July 2022		
August	Carnival Day	Bank Holiday		
September	H-Art	3 – 11 September		
	3 Shire Stages Closed Road Rally	18 September	Organised via Cheltenham Motor Club	
	Heritage Day			
October	Mop Fair	10 & 11 October	Ledbury Town	
November	Christmas Lights Switch on Event	27 November	Ledbury Town	
December	Candle Lighting, Chapel			
	International Day of People with Disabilities	3 December		