



# LEDBURY TOWN COUNCIL



28 April 2023

To: Councillors Howells, Manns, Morris (Chair) & Shields  
Non-Councillors: Hannah Bengough-Sutton, Catriona Cole, Chloe Garner, Griff Holliday, Hilary Jones, Lynette Loader, Susie McKechnie & Christine Tustin

Dear Member

You are invited to attend a meeting of the **Events Working Party on Wednesday, 3 May 2023 at 10.00am at Ledbury Funeralcare, Hawcutt House, Bye Street, 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 (GDPR) 2018.

## AGENDA

- 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 to the Events Working Party**
- 4 To approve and sign the minutes of a meeting of the Events Working Party held on Wednesday, 5 April 2023 (Pages 248 - 253)**
- 5 Coronation Event – Monday 8 May 2023 - Programme (Pages 254 - 260)**
- 6 Community Day Event (Verbal)**
- 7 Celebration Day Event (Verbal)**
- 8 Ledbury Carnival (Verbal)**
- 9 Poetry Festival – Update (Verbal)**
- 10 Great Big Green Week (June) (Pages 261 - 264)**
- 11 Heritage Open Days - Update (Pages 265 - 268)**
- 12 Calendar of Events/Website (Pages 269 - 273)**
- 13 Date of Next Meeting**

The date of the next Events Working Party meeting to be held on Wednesday, 7 June 2023, at 10.00am, at Ledbury Town Council Offices, Church Lane, Ledbury.

## LEDBURY TOWN COUNCIL

### MINUTES OF A MEETING OF THE EVENTS WORKING PARTY MEETING HELD ON WEDNESDAY, 5 APRIL 2023

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**PRESENT:** Councillor Shields  
Non-Councillors: Hannah Bergough-Sutton (Ledbury Poetry); Al Braithwaite, Heather Coppock and Griff Holliday

**ALSO PRESENT:** Julia Lawrence, Deputy Clerk  
Olivia Trueman, Community Development Officer (CDO)  
Charlotte Barltrop, Administrator

#### **E205 APOLOGIES FOR ABSENCE**

Apologies were received from: Councillor Morris and Lynette Loader.

In the absence of Councillor Morris, Councillor Shields agreed to chair the meeting.

#### **E206 DECLARATIONS OF INTEREST**

Councillor Shields declared an interest with regards to being a member of Sustainable Ledbury and the Ledbury Library Development Group.

#### **E207 TO ELECT NON-COUNCIL MEMBERS**

None

#### **E208 TO APPROVE AND SIGN, AS A CORRECT RECORD, THE MINUTES OF THE EVENTS WORKING PARTY MEETING HELD ON 8 MARCH 2023**

##### **RESOLVED:**

That the minutes of the Events Working Party meeting held on 8 March 2023 be approved and signed as a correct record, subject to the following amendment to E200 – Careers Fair.

“Feedback from the CDO and Councillors identified that further information about the content of a Careers Fair should be gathered prior to making a final decision as to whether to support a Careers Fair event later in the year”.

#### **E209 CORONATION EVENT**

A report was presented by Charlotte Barltrop regarding progress on the various activities on the day. Discussion took place as to whether an alternative band, the “Hey Yabs”, should be considered but Members considered that “Mirror Ball”, who had already been approached should be asked to perform on the

day. However, contact details for Hey Yahs would be registered with the Council to be considered for any other future events.

Members noted that the Council would not be producing a souvenir programme but it was noted that an official brochure was being produced. Charlotte Barltrop agreed to review the official website and provide a link to members for the brochure.

It was noted that it would be helpful if more volunteers could offer their support for the Coronation event and Councillor Shields said she would ask members of Sustainable Ledbury to see if anyone was available on the day.

It was confirmed that four businesses had offered up sponsorship, each for £75.00 which had helped sponsor the purchase of the new PA system.

The CDO advised that she would contact the Volunteers for Coronation Day to see if they would be interested in volunteering for the Ledbury Celebration.

#### **RESOLVED:**

- 1. That no staging would be required. A ‘thank you’ note to be issued to ABE for their support.**
- 2. It was noted that no Souvenir Coronation Brochure would be produced by Ledbury Town Council.**
- 3. Charlotte Barltrop is to provide a link to Members for the official Souvenir brochure.**
- 4. Councillor Shields is to ask members of Sustainable Ledbury to see if they would like to volunteer some of their time at the Coronation event.**
- 5. That the CDO contacts the Coronation volunteers to see if they would like to help at other events, such as the Ledbury Celebration.**

#### **RECOMMENDATION:**

- 6. The Working Party approved the hiring of the band “Mirror Ball” and to be confirmed by officers by Close of business on 5 April 2023.**
- 7. That the Hey Yahs be registered with the Council for potential use at future events.**

#### **E210 CORONATION MUGS**

A report was presented by the Deputy Clerk regarding the purchase of Coronation Mugs to now include all the students at John Masefield High School. Members noted that it had previously been agreed to purchase mugs for just

Ledbury Primary School but at the recent Full Council meeting held on 30 March 2023, Councillors considered that John Masefield High School should also be included.

After discussion, Members agreed to provide Coronation mugs just for the children of Ledbury High School but that a recommendation be put forward to provide £1,000 to John Masefield High School so that they could decide what to spend the money on for the Coronation.

#### **RECOMMENDATIONS:**

- 1. It was agreed to provide and purchase Coronation mugs to Ledbury Primary School.**
- 2. That due to the different age groups involved at John Masefield High School, a £1,000 contribution to the School be made towards an opportunity to celebrate the Coronation.**

**Charlotte Barltrop left the meeting.**

#### **E211 COMMUNITY DAY**

Griff Holliday informed Members that all invitations had been sent out and responses for taking part in Community Day were due in by mid-April and therefore could not comment on how big he envisaged the event to be at this time.

It was noted that Ledbury Town Council would be supporting the event. The Community Band would be playing at 10:00am under the Market House but that the space would be available from 11:00am to promote the Great Big Green Week. It was noted that the Community Choir would not be taking part this year.

#### **E212 LEDBURY CARNIVAL**

An update paper was circulated at the meeting. A copy of the report is attached. Ledbury Town Council will advertise the event nearer the time.

#### **E213 LEDBURY POETRY FESTIVAL**

Hannah Bergough-Sutton updated the group:-

- 1 The programme was being finalised and would be released end April/Beginning of May.
- 2 There were other events going on throughout the year in the Poetry House.

- 3 The "Creative Pathways Project" was underway with individuals seeking volunteering opportunities and Ledbury Poetry seeking placement opportunities.
- 4 "Ledbury Celebration" which takes place on the last day of the Poetry Festival is beginning to be planned.

**RESOLVED:**

1. **Council Officers would contact Ledbury Poetry about placement opportunities under the Creative Pathways Project.**
2. **An update on the Ledbury Celebration would be provided at the next meeting (GH) and will be listed as a separate agenda item going forward.**

**E214 CAREERS FAIR**

A report was presented to the Group who agreed further information s required to progress this event in the right format for the right audiences. This includes feedback from John Masefield High School which was awaited.

There may be potential to run this event from lunchtime into the evening so that adults could also be included although it was appreciated that should an event take place within School premises, it may be a problem keeping the School open beyond standard School hours.

The Group agreed that it would be sensible to approach the Job Centre and seek advice from them to confirm that running a Careers Fair would be beneficial especially when it was noted that people don't tend to visit them anymore due to the amount of online recruitment facilities. Alternatively, working with Herefordshire Council and attending a 2-day event could be another option.

**RESOLVED:**

**That the CDO would continue to keep this event under review, noting it would not happen in April 2023 but would seek advice from the Job Centre as to how best this may be progressed possibly in the Autumn.**

**E215 GREAT BIG GREEN WEEK ("GBGW")**

The CDO presented a report on the activities identified to date. Litter collected across the town on Sunday, 11 June 2023 would be put into purple backs to demonstrate how much rubbish/waste we make. The CDO is to contact "Helping Hands" to see if they would like to be involved in the event.

Councillor Shields advised Members that the Ledbury Library Development Group were sponsoring a Wildplay workshop at the Library during the GBGW. Councillor Shields discussed school involvement noting that the recent School

Cluster meeting had been cancelled and the next meeting scheduled for 25 May 2023 would be too close to the event to get anything done.

The potential to have the Nomadic Museum of Natural History demonstrating in the Heritage Centre Lobby on Community Day would be explored. This would need to be funded either through the Council's budget or through a grant (up to £800), which would need to be submitted by 13 April 2023 albeit the Group considered that there may be insufficient time and resource to deal with this at this time.

Activities may tend to fall on Saturday (10<sup>th</sup>), Sunday (11<sup>th</sup>), Tuesday (13<sup>th</sup>) June and possibly the following weekend.

Members unanimously agreed that the GBGW should be transferred from the Climate Change Working Party to the Events Working Party. The main reason for this decision was due to the Events Working Party meeting more frequently and having more members.

The CDO and AI Braithwaite are to finalise the programme for the GBGW.

**RESOLVED:**

1. **That the CDO and AI Braithwaite are to finalise details on the event opportunities.**
2. **That the CDO is to check whether funding is available to pay for the Nomadic Museum.**
3. **That the CDO puts together a short press release for the Focus.**
4. **That the GBGW event gets transferred across to the Events Working Party with immediate effect and is dealt with under this Working Party.**

**E216 HERITAGE OPEN DAYS.**

A paper on activities was circulated, including a report on the Town Council hosting a Medieval Market.

It was noted that The Heritage Centre will have Tudor styled dressing up clothes for children available showing what was worn in the day.

Ledbury Poetry are to consider that they might do throughout the week.

**RESOLVED:**

**That further details are to be brought to the Group in due course.**

## **E217 CALENDAR OF EVENTS**

The below was added/removed from the Calendar of events.

**Warm Spaces – Removed**

**Job Fair – Postponed**

**Ledbury Library Development Group – second hand-book sale 22- 27 May 2023.**

## **E218 DATE OF NEXT MEETING**

To note that the date of the next meeting of the Events Working Party is scheduled for Wednesday, 3 May 2023 at 10.00am (at Ledbury Funeralcare, Hawcutt House, Bye Street, Ledbury).



**LEDBURY TOWN COUNCIL**

<b>EVENTS WORKING PARTY</b>	<b>3 MAY 2023</b>	<b>AGENDA ITEM NO. 5</b>
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Report prepared by Charlotte Barltrop - Administrator

**CORONATION EVENT – MONDAY, 8 MAY 2023**

**Purpose of Report**

The purpose of this report is to update Members of the Events Working Party regarding the Coronation event, which is taking place on Monday, 8 May 2023.

**Detailed Information**

The town is currently in the process of being decorated, with bunting and flags being installed along the High Street and around the Market House. Bunting is also being installed along Church Lane and a second layer of Union Jack bunting will be added to the Market House, along with some large Red, White and Blue Rosette's. The Council has also been offered the use of a small piece of history in the form of an original carriage decoration, which was used for the late Queen's Coronation, which Jennifer Davis has kindly offered to loan to the Council. This will be decorated by Chris Lynch, from the Flower Club, and delivered to LTC offices on Thursday, 4 May 2023 in readiness for use at Monday's event.

There is a full programme of events, with 'So Xsighted Morris Dancers' joining us for their first event. This is a group of partially sighted dancers who will have guide dogs with them on the day. Music will be provided by Ledbury Community Choir as well as Ledbury Brass Band and 'Mirror Ball', who will be providing two sets, which hopefully will encourage some dancing on the day.

Ledbury Town Council now own a PA System which will be used to provide the background music on the day as well as allowing regular announcements to be made from wireless microphones.

Ledbury Town Council Officers are working hard to construct the traditional games which will take place around the event space. Volunteers will be asked to take charge of these games and a small prize will be given to each winner.

Food will be on sale from several vendors on the day. The vendors who are taking part are LDA Meats, Mr Gyros, Sinfully Delicious, The Corner House Café, Miniyaki's and Molto Benne Pizzeria, so there will be a good selection of vendors with a varied choice of foods from around the world including Italian, Greek, Japanese and the UK. Therefore there should be something on offer for everyone.

Leaflets were distributed in this month's Focus, in order to advertise the event. Ledbury Town Council Officers are also advertising the event on Social Media Channels, every

day from 28 April 2023, as well as having leaflets in local shops. Itinerary posters are planned to be displayed in the vicinity of the event on the day (Appendix 1). Please see the attached leaflet, Appendix 2, for full details of all events which will be taking place on the day.

Public Road Closure signs will be placed in prominent places near the affected areas on Friday, 28 April. Ledbury Town Council will also be placing traffic signs informing users of the road closure, these are being provided by Balfour Beatty specifically for Coronation Events.

Ledbury Maritime Cadets have volunteered to man all the road closure barriers for the duration of the event, which allows the other volunteers to be deployed for manning games and setting up/taking down the event area. To date we have 16 resident volunteers, 5 Councillor volunteers and 7 members of LTC staff to run the event.

### **Recommendation**

That members of the Events Working Party are asked to note the contents of the report.



# CORONATION EVENT

# Itinerary



**12.00pm Grand Opening - The Mayor of Ledbury with The Carnival Princesses and Town Crier**

**12.15pm So Xsighted Morris Dancers  
Britains only Blind Morris Dancers**

**12.45pm Fun Dog Show  
3 classes - Waggiest Tail, Best Dressed,  
Best Trick**

**1.00pm The National Anthem**

**1.15pm Ledbury Community Choir**

**2.00pm Mirror Ball Live Music**

**3.00pm Crown Judging  
3 classes - up to 10 years, 11-16 years, Adult**

**3.15pm Ledbury Brass Band**

**4.00pm Mirror Ball Live Music**

**Open from 12.00pm**

**Food Vendors**

LDA Meats

Mr Gyros

Rachels Parlour

Sinfully Delicious

Miniyaki's

Pizzeria Molto Benne

**Traditional Games for all the family**

**Craft stand - make your own Crown**

**Competitions**

Kindly sponsored by



**A Ledbury Town Council Event**

**for full details go to [www.ledburytowncouncil.gov.uk](http://www.ledburytowncouncil.gov.uk)**





**You are cordially invited to attend the  
 Ledbury Coronation Celebration  
 To be held on Monday, 8 May 2023  
 between 12pm and 5pm  
 in Ledbury High Street  
 Featuring Live Music, Traditional Games and  
 Food Vendors**



[www.ledburytowncouncil.gov.uk](http://www.ledburytowncouncil.gov.uk)

Traditional Games



Live Music



Ledbury Brass Band

Ledbury Community Choir

Craft your own Crown Competition

3 age groups:  
0-10 years  
11-16 years  
16+ years

2023

**Kings Coronation Event**

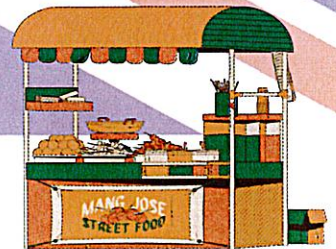
Craft Area

Dog Show



Food Vendors

Miniyaki's  
LDA Meats  
Rachel's Parlour  
Mr Gyros  
sinfully Delicious





## LEDBURY TOWN COUNCIL

<b>EVENTS WORKING PARTY</b>	<b>3 MAY 2023</b>	<b>AGENDA ITEM: 10</b>
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Report prepared by Olivia Trueman, Community Development Officer

### **GREAT BIG GREEN WEEK**

#### **Purpose of Report**

The purpose of this report is to update Members of the Events Working Party on the Great Big Green Week.

#### **Detailed Information**

The Great Big Green Week is the UK'S biggest celebration of community action to tackle Climate Change and protect nature. Great Big Green Week runs from Saturday, 10 June 2023 to Sunday, 18 June 2023.

#### **Proposed Programme of events for the week**

The Community Development Officer, with the help of Al Braithwaite, has pulled together the attached programme of events for the week, based on ideas from community groups and individuals.

After a discussion with Herefordshire Council's Community Development Officer, Aimee Williams, it was agreed that the Great Big Green Week would be a fantastic opportunity to work with community groups in Ledbury to support those affected by the cost of living crisis, by hosting a swap shop during the coffee morning. Groups including the Food Bank and Haygrove have both shown interest in helping to facilitate this event.

Attached at Appendix 1 is a copy of the programme of events for the week. Members of the Working Party are asked to note the programme.

#### **RESOLVED:**

**That Members of the Events Working Party receive and note the report and programme.**





ITEM NO. 10 - APPENDIX I

GREAT BIG GREEN WEEK 2023

Event description	By Whom	Location	Events							Comments	Actions			
			Sat 10th June	Sun 11th	Mon 12th	Tues 13th	Wed 14th	Thurs 15th	Fri 16th			Sat 17th	Sun 18th	
Community Day & Launch of GBGW	Griff Holiday/Town Crier/ Mayor of Ledbury													
The Big Litter pick	Community Groups												All purple bags to be left by bins. Pictures to be taken to create a picture collage	
Ledbury Primary School litter pick													Children to help litter pick around St Katherines carpark and meet Mayor at the Coffee Morning	CDO to create certificates
General Litter Picks													Community to be encouraged to litter pick throughout the week	
Sustainable Coffee Morning/ swap shop	Community Groups	St Katherines Chapel?											Talk Community and Community Groups to hold swap shop.	CDO to book St Katherines Chapel if agreed by EWP
Ledbury Library Group - Wild Play Workshop	Nina Shields	Masters House												
Window Displays by Traders	Traders Association	Across town										Judging ( & Award?)	Judge to be Art teacher/children??	
Sustainable Ledbury Stand		Under market house												
Unveiling of Flora & Fauna Interpretation Bd - Town Trail	Nina Shields/ Sustainable Ledbury/ Celeb/High Sheriff	Town trail												
Local press releases														
Haygrove Table Top Gardening Session	CDO													Quotes to be agreed at the Events Working Party
Cooking Demonstration under the Market House	Heygrove													
Spinning Activity	CDO													
Ledbury Poetry - Green Poetry	Al Braithwaite	Heritage Centre												CDO has approached traders, Pot and Page and Hargrove. Awaiting response
Market theatre screen - WWF - Our planets : Too big to Fail.	Hannah													CDO has emailed. Awaiting response
Repair Café do an extra session														CDO has emailed. Awaiting response

Awaiting Confirmation  
Confirmed



## LEDBURY TOWN COUNCIL

<b>EVENTS WORKING PARTY</b>	<b>3 MAY 2023</b>	<b>AGENDA ITEM: 11</b>
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Report prepared by Olivia Trueman, Community Development Officer

### HERITAGE OPEN DAYS - UPDATE

#### Purpose of Report

The purpose of this report is to update Members of the Events Working Party on the progress of the Heritage Open Days.

#### Detailed Information

##### Sealed Knot

The Community Development Officer has received the below quotes in relation to the Sealed Knot coming to Ledbury during the Heritage Open Days. The Event Coordinators at the Sealed Knot explained that there were different types of events, including educational visits which could be more appropriate for smaller scaled events.

The Community Development Officer would like to make Members aware that Herefordshire Council will be releasing details on possible funding for events and festivals on Tuesday, 9 May 2023. It may be possible that the Town Council could apply for funding to hire the sealed knot.

##### Quote 1 – Sealed Knot Event

<b>Type of Event</b>	<b>Brief</b>	<b>Cost</b>
Regimental	One or two day event which will include a Living History camp and drill displays.	Circa £800 to £1,500
Mini	A larger event, over two days put on by one of our Regiments but with other Regiments from our Society. This would include a LH camp, drill displays and a skirmish/battle, including artillery and possibly some horse. Circa £2500 to £5000 depending on how much you require.	Circa £2,500 to £5,000
Major	Largest event, preferably over a Bank Holiday weekend, to include our whole Society, both Armies, a large LH camp, a major battle,	Circa £8,000 to £15,000

	artillery train on both sides, two cavalry Regiments, LH interpretation in the town and LH open for schools on the Friday before the main weekend. Possible traders to the public.	
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### **Quote 2 – Educational Visits**

<b><u>Type of Event</u></b>	<b><u>Brief</u></b>	<b><u>Charge</u></b>
Junior Evening	Sessions usually for Scouts and Brownies	£40 - £60
Senior Evening	History Groups etc	£40 - £60

### **Merchants House Musicians**

Members may recall that the Community Development Officer was approached by Merchants House Musicians, a local group that produce medieval and Tudor music. At the Events Working Party on Wednesday, 8 February 2023, it was agreed that Merchants House Musicians would play music under the Market House on Saturday, 16 September 2023 at a cost of £50. However, the Community Development Officer has since been advised that the cost is £50 per person and it is advised that there will be at least 2 people there on the day and that they are located in the Market House rather than outside.

Merchants House Musicians have also advised the Community Development Officer that they can provide a medieval tailor and plant display within the cost.

### **RECOMMENDATIONS**

1. That Members of the Events Working Party receive the progress report.
2. That Members of the Events Working Party make a recommendation to the Environment and Leisure Committee to hire the sealed knot during Heritage Open Days, noting that there could be potential funding from Herefordshire Council.
3. That Members of the Event Working Party agree to hiring Merchants House Musicians to play inside the Market House, on Saturday, 16 September 2023 at the correct cost of £100 .

HERITAGE OPEN DAYS  
8 - 17 SEPTEMBER 2023

Theme - "Creativity Unwrapped" Events	Location	Fri 8/9	Sat 9/9	Sun 10/9	Mon 11/9	Tues 12/9	Wed 13/9	Thurs 14/9	Fri 15/9	Sat 16/9	Sun 17/9	Comments	Actions
Market House	High Street											Mary McDonald to play 13th-16th Century Music	Volunteer needed for Sunday 17th
Jacobean Room	Church Lane											Domesday book to be present?	Volunteer or staff member needed
New Street Chapel	New Street Cemetery											Burial Books will be present	
16th Century Painted room	Church Lane											One free special Heritage tour. Although it is a free event, tickets are required which can be collected from Ledbury Books and Maps	
Masters House													
The Old Grammar School & Heritage Centre	St Katherine's												
Butcher's Row Museum	Church Lane												
Burgage Hall	Church Lane												
Tilley's Printing	Church Lane												
St Katherine's Chapel and Hall	High Street											St Katherine's Chapel and Hall to open Friday 1pm-4:30pm and Saturday 9:00am - 4:30pm	Volunteer needed for both dates
St Michael's & All Angels Church & Bell Tower	St Katherine's												
Medieval market	Church Lane												Advert for market created - traders able to register
Sealed Knot													Quotes to be discussed at Events Working Party



**LEDBURY TOWN COUNCIL**  
**CALENDAR OF EVENTS 2023/2024**

<b>Month</b>	<b>Event</b>	<b>Date</b>	<b>Time</b>	<b>Venue</b>	<b>Actions</b>	
<b>May</b>	Ledbury Food Bank	Every Wednesday & Friday	10.00am-12.00pm	Homend Trading Estate		
	Coronation Day	Saturday, 6 May 2023				
	Coronation Day Event	Monday, 8 May 2023	12:00pm – 5:00pm	High Street	LTC Officers finalising schedule of the day.  CDO delivered letters to businesses in and around the town re Sponsorship.	
<b>June</b>	Ledbury Food Bank	Every Wednesday & Friday	10.00am-12.00pm	Homend Trading Estate		
	John Masefield Birthday	Thursday 1 June 2023			Launch of Memorial Project TBC	
	Strömstad Association Smorgasboard Evening	Saturday 3 June 2023	TBC	The Talbot		
	Ledbury Community Day	Saturday 10 June 2023	Griff to confirm	In and around the town.	LTC to send form Griff Holiday	
	The Great Big Green Week	Saturday 10 June 2023 Sunday 18 June 2023	Various	All around the town	CDO prepared a proposed programme of events.  CDO to arrange The Big Litter Pick with community groups, traders, and the Council.	
	Father's Day	Sunday 18 June 2023			LTC to decorate window at the Town Council office/TIC	
	Armed Forces Day & raising the flag	Saturday 24 June 2023				

Month	Event	Date	Time	Venue	Actions
July	Ledbury Food Bank	Every Wednesday & Friday	10.00am-12.00pm	Homend Trading Estate	
	The Ledbury Celebration	Sunday 9 July 2023*			*Working date – in progress
	LEAF Activity Day	Saturday 22 July 2023	All Day event	Recreation Ground	
	Ledbury Poetry Festival	Friday 30 June – Sunday 9 July 2023			
August	Ledbury Food Bank	Every Wednesday & Friday	10.00am-12.00pm	Homend Trading Estate	
	LEAF Activity Day	Saturday 19 August 2023	All Day event	Recreation Ground	
	Carnival	Monday 28 August 2023			
September	Ledbury Food Bank	Every Wednesday & Friday	10.00am-12.00pm	Homend Trading Estate	
	Herefordshire Art Week (H-Art)	Saturday 2 Sept 2023 – Sunday 10 Sept 2023			
	Heritage Open Days (HODs)	Friday 8 Sept 2023 - Sunday 17 Sept 2023			
	HODs – Ledbury event	Friday 8 Sept 2023 - Sunday 17 Sept 2023	Various	16 <sup>th</sup> Century Painted Room, Master's House, New Street Chapel, Heritage Centre, Butchers Row Museum, Burgage Hall, Tilley's Printing, St Michael's of all Angels and The Bell Tower.	LTC to register event. CDO has emailed groups, including the sealed knot. CDO has created an advert for the medieval market. Currently listed online and in the TC office.



Month	Event	Date	Time	Venue	Actions
October	Ledbury Food Bank	Every Wednesday & Friday	10.00am-12.00pm	Homend Trading Estate	
	Funfair	Mon 9 Oct 2023 – Tues 10 Oct 2023	5.00pm – 10.00pm	High Street, Bye Street, Homend	
November	Ledbury Food Bank	Every Wednesday & Friday	10.00am-12.00pm	Homend Trading Estate	
	Remembrance Day	Saturday 11 Nov 2023	11.00am	War Memorial	
	Remembrance Parade & Sunday Service	Sunday 12 Nov 2023	11.00am onwards	Ledbury War Memorial/St Michaels	
	Christmas Lights Switch-on Event	Sunday 26 Nov 2023	5.00pm (switch on)	Market House, High Street	Note: activities taking place during the day
December	Ledbury Food Bank	Every Wednesday & Friday	10.00am-12.00pm	Homend Trading Estate	
	Late Night Christmas shopping	Friday 1 December 2023	TBC		
	Free Car Parking	TBC	TBC		
	Candle Lighting Event	Sunday 17 Dec 2023	10.00am – 4.00pm	Cemetery	
	Christmas Day	Mon 25 Dec 2023			
	Boxing Day	Tues 26 Dec 2023			
<b>2024</b>					
January	New Year's Day	Monday 1 January 2024			
February					

Month	Event	Date	Time	Venue	Actions
March	World Book Day	Thursday 7 March 2024			
	International Womens Day	Friday 8 March 2024			
	Ledbury World Book Day Event	Saturday 9 March 2024			
	Mother's Day	Sunday 10 March 2024			
	Good Friday	Friday 29 March 2024			
April	Easter Monday	Monday 1 April 2024			
May	Early May Bank Holiday	Monday 6 May 2024			
	Spring Bank Holiday	Monday 27 May 2024			
June	Father's Day	Sunday 16 June 2024			
	Armed Forces Day & raising the Flag	Saturday 29 June 2024			

Events	Dates	Location	Theme	2023												Actions/Comments
				April	May	June	July	August	September	October	November	December				
Coffee Morning	04-Apr	LTC offices	Easter													
Ledbury Food Bank	Every Wed & Fri	Homend Trading Estate														10:00 - 12:00
Coronation Day	06/05/2023	Across town	King's coronation													
Coronation Day Events	08/05/2023	High Street	King's coronation		12:00 - 17:00											Schedule being finalised & sponsorship sought.
John Masfield's Birthday	01/06/2023		Launch of Memorial Project													TBC
Stromstad Association Smorgasboard Evening	03/06/2023	The Talbot														
Community Day	10/06/2023	Across town	Green/local food			10:00 - 16:00										Led by Griff Holiday
The Great Big Green Week	10/6 - 18/6	Across town	All things Green & environmentally friendly													Schedule of activities being prepared.
Father's Day	18/06/2023	LTC	Window dressing @ LTC													
Armed Forces Day and Raising the Flag	24/06/2023															
Ledbury Poetry Festival	30/6 - 9/7/23	BBI Poetry House & across the town	?													Lead contact :
Ledbury Celebration	09/07/2023	Across town														
Ledbury Carnival	28/08/2023	High Street														
H-Art Week, Herefordshire	2/9 - 10/9/23	Across town														
Heritage Open Days	8/9 - 17/9/23	Across town														
Funfair	9/10 10/10/23	High St & Bye St										17:00 - 22:00				
Remembrance Day	11/11/2023	War Memorial											11:00			
Remembrance Parade & Sunday Service	12/12/2023	War Memorial/ St Michael's & All Angels Church											11:00 Onwards			
Christmas Lights Switch On	26/11/2023	Market House												17:00		Activities taking place during the day
Late Night Shopping	01/12/2023	Across town														
Free Car parking																
Candle Lighting Event	17/12/2023	Cemetery														
Christmas Day & Boxing Day	25 & 26/12/23															10:00 - 16:00
Easter 2024	Sun 31/3/24															

