



# LEDBURY TOWN COUNCIL



7 November 2022

To: Councillors Howells, Hughes, Manns & Morris (Chair)  
Non-Councillors: 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 Thursday, 10 November 2022 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 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 to the Events Working Party**
- 4. To approve and sign the minutes of a meeting of the Events Working Party held on Thursday, 13 October 2022 (Pages 128- 133)**
- 5. Update on Progress – Tourism (Page 134)**
- 6. Christmas Lights Switch-on Event / Markets - Update (27 November 2022) (Pages 135-140)**
- 7. World Book Day – March 2023 (Pages 141-148)**
- 8. Calendar of Events (Pages 149-152)**
- 9. Date of Next Meeting**

The date of the next Events Working Party meeting to be held on Thursday, 8 December 2022, at 10.00am, at Ledbury Town Council Offices, Church Lane, Ledbury.

**LEDBURY TOWN COUNCIL  
MINUTES OF AN EVENTS WORKING PARTY MEETING HELD ON  
13 OCTOBER 2022**

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**PRESENT:** Councillors Morris (Chair) and Howells (Minute Taker)

**NON-COUNCIL MEMBERS:** Griff Holliday, Lynette Loader

**PRESENT:** Julia Lawrence (Deputy Clerk)  
Charlotte Barltrop (Administration)

**E140 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Shields, Christine Tustin, Catriona Cole.

**E141 DECLARATIONS OF INTEREST**

None received.

**E142 ELECTION OF NON-COUNCIL MEMBERS**

None.

**E143 TO APPROVE AND SIGN THE MINUTES OF THE EVENTS WORKING PARTY HELD ON 29 SEPTEMBER 2022:**

Approved unanimously to be signed as an accurate record.

Points raised from the minutes:

- a. E135 Recommendations (Christmas Lights)
  - i. 1 and 2 were approved at Full Council on 6 October
  - ii. 3 – the Chair approved the poster

**RESOLVED:**

**That the Christmas Lights Switch-on event poster be approved.**

- b. E136 Dog Hill Wood

Griff Holliday confirmed that the volunteer leaflet had been sent to Ledbury Naturalists.

- c. E137 Recommendations (Coronation)

- i. 1. The T&F group had not yet been set up.
- ii. 2. Council can now commence organisation of an event (annual Picnic in the Park?) since the Coronation date had been set for Saturday, 6 May 2023.
- iii. CB pointed out more time than this year's event was needed for organisation; a quick decision was needed. GH proposed asking community groups on what we all think we should do, inc if street parties are desired. Agreed JL and CB consider next steps and review with the Clerk about how to invite views on what people would like to do – suggestions were use FB, newsletter, email to community groups, businesses, papers, and magazines (Focus, All About the Hills). Could have a mix of 'family/child event earlier, adult event in the evening, with The Rec thought of as suitable for both
- iv. Need to put requests in early such as booking generator(s). Aim for input by end of October if possible with a plan for approval to go to the next E&L committee meeting on 17 November.

**RESOLVED:**

- 1. **That plans in respect of the 2023 Picnic in the Park event be progressed, taking into account the Coronation of the new King is scheduled for 6 May 2023.**
- 2. **That the Clerk be asked how views could be invited from members of the public in respect of what type of event residents would like the council to hold.**
- 3. **That the importance of booking services early for this event be recognised and acted upon.**

**E144 UPDATE ON PROGRESS – TOURISM (Verbal)**

JL advised that the Economy & Planning Committee meeting planned for the same evening was being asked to consider the role of tourism and confirm which Standing Committee this sits with. Members felt that the Events Working Party preference is that this should sit under the Economy & Planning (although a separate Working Party, some felt, may be better).

**RESOLVED:**

**To note that the issue of where Tourism fits within the Council's Standing Committees will be discussed at the Economy & Planning Meeting.**

**E145 UPDATE ON THE OCTOBER FAIR (Verbal)**

- a. Mainly passed off very successfully.

- b. Some issues were raised with the traffic management company, such as putting road closure signs in the wrong place; with generator diesel fumes/health concerns; rubbish matters and tables blocking the Coop Funeral Services, the Deputy Clerk advised that these had been dealt with as and when they had been raised. The Rogers family and been helpful on every issue raised and had given apologies to the Coop (not putting tables blocking access had been promised beforehand).
- c. It was noted that a number of shops decided not to open because not much business comes on Fair days (perceived to be more closed than usual?).
- d. GH pointed out there was a shortage of car park signs (car parks were relatively empty). He suggested the Council could consider putting parts of the fair in St Katherines car park to take stalls off part of the closed roads such as Bye Street which could then maybe only be closed in the evening? Some discussion had on this subject and agreed to ask Ashley Rogers for a meeting early in 2023 to discuss feasible options.

**RESOLVED:**

**That Ashley Rogers be invited to a meeting in early 2023 to discuss options in relation to the car parks.**

**E146 CHRISTMAS LIGHTS SWITCH-ON EVENT/MARKETS UPDATE – SUNDAY, 27 NOVEMBER 2022**

- a. CB provided an update report on the progress of the Christmas Lights Switch-on event. She advised that Full Council had approved a road closure and booking of street performers. PA system awaiting the Clerk's decision on options.
- b. Council have agreed to have Father Christmas (Councillor Whattler had volunteered and there was also an alternative if necessary advised by Councillor Bradford).
- c. The Clerk joined the meeting for this discussion. She pointed out that the grotto set up in the offices in previous years had been very time consuming and disruptive. However, with the right organisation it would be possible to have a grotto, have a Santa, and provide gifts for visitors to the grotto.
- d. After discussion it was agreed that those visiting Father Christmas would be given a selection box and that there would be a charge of £2 per child to visit. The Clerk advised that she and the administrator had calculated that between the hours of 10.00 am and 4.00 pm it would be possible to have 66 slots were available and that each slot would accommodate a family of no more than three children. It was also suggested that the tickets to see Father Christmas should be sold in advance to assist with

numbers of selection packs to purchase and also to manage any dietary needs.

The Clerk advised that due to Covid they had not had a Father Christmas in 2020 and 2021, however he reminded Councillors that the Council had purchased gifts for children in vulnerable/less fortunate families which had been identified with the assistance of Ledbury Primary School and the Children's Centre. She advised that as the Council had agreed to have Father Christmas this would now take up the funding which would have been available for this.

- e. However, the Clerk suggested that it may be possible to do both if it were agreed to contact local businesses to ask if they would offer some funding towards this. Members felt that this was a good suggestion and that the Clerk should progress this. GH pointed out that on Saturday, 26 November there would be an appeal for donations to the food bank, it was agreed that only the larger Ledbury businesses would be asked to support the gift project to avoid taking money from the Food Bank.

It was noted that a total of approx. 100 gifts would be required, to be made up of selection boxes and age-appropriate gifts. The Clerk advised that the Council has an events budget of £7,500 with £2,500 spend to-date, which could be utilised for the gifts if local businesses were unable to support the Council.

- f. It was noted that Santa's grotto would be built in the Jacobean Room on the Saturday, in readiness for the switch on event on the Sunday and taken down on the Monday to minimise council business disruption. (Lynette left the meeting at this point).
- g. CB added that a "Find the object" type window competition was hoped to be arranged by the traders and she would be asking for trader cooperation (agreed CB to put a proposal precis to the chair on the proposal in cooperation with the interim CDO on getting trader support with the aim of doing so during w/c 17 October if possible). CB's report was noted, and she was thanked for her update.
- h. JL advised that so far an income of £390 was expected from 30 market stalls on the day, which is why a road closure had been requested.

**RESOLVED:**

- 1. That the Clerk be asked to consider PA options.**
- 2. That staff proceed with plans for the Santa's Grotto as above**
- 3. That the Clerk draft a letter, to be signed by the Mayor, asking local businesses to support the buying of gifts for children from vulnerable/less fortunate families in Ledbury, as had been done by the Council over the past two years.**

#### **E147 WORLD BOOK DAY (MARCH 2023)**

- a. Agreed that the plans for another World Book day after the successful last one will be led by the CDO when she returns from maternity leave, as proposed by the Clerk and Deputy Clerk. The Chair felt plan should start now and in particular in respect of booking children's book authors such as Children's Laureate Michael Rosen and walkabout characters.
- b. It was noted that World Book Day in Ledbury would be held on Saturday, 4 March 2023 to allow children to participate, although the actual day is on Thursday. 2 March.

#### **RESOLVED:**

- 1. That more in depth discussion be had at the next meeting of the working Party in respect of World Book Day.**
- 2. That the 2023 Ledbury World Book Day event will be held on Saturday, 4 March 2023.**

#### **E148 CALENDAR OF EVENTS**

- a. Agreed need to add to the list:
  - i. The Great Big Green Week 10 -18 June 2023
  - ii. Coronation date 6 May 2023
  - iii. Late night shopping 2 December
- b. Agreed instead of putting every Foodbank opening times and dates on the list they should be in one block to save adding to every week.
- c. Need to add Mayor's Afghani refugees' coffee morning on 15 October and the Cake sale, traditional Pugh's bonfire night on Hazel Meadows if on (JL to check; 5 November?); JL to check with interim CDO on Refugee Support Group dates to put on list
- d. Christmas lights, need times of 12-5 including and that switch on is at 5.00pm.
- e. Also need to promote free car parking and late-night shopping and produce all upcoming seasons events list on one leaflet and promote on FB, starting with the Big Soup Day on 26 November, put on all Xmas events including confirmation if Boxing Day Hunt is on to add to the list
- f. Add for 2023, Carnival date (August Bank Holiday) and Heritage Open Day in September

**RESOLVED:**

1. That the following events be added to the calendar of event for 2023:
  - i. The Great Big Green Week 10 -18 June 2023
  - ii. Coronation date 6 May 2023
  - iii. Late night shopping 2 December
2. That Foodbank opening times and dates be in one block to save adding to every week.
3. That the following dates be added to the calendar of events:
  - i. Mayor's Afghan coffee morning – 15 October 2022
  - ii. Refuge Cake Sale – 15 October 2022
  - iv. Ledbury Bonfire Night Event (If happening)
  - v. Refugee Support Group dates
4. That the times of the Christmas Lights event be included on the list.
5. That the late-night shopping on Friday, 2 December and free car parking on Saturday, 3 December be promoted.
6. That a leaflet be produced advertising all upcoming Christmas events and that this be shared on social media, starting with the BIG Soup on 26 November 2022.
7. That confirmation of Boxing Day Hunt be sought, and this be added to the list once confirmed.
8. That the 2023 Carnival date be added, noting that this will be on August Bank Holiday.
9. That 2023 Heritage Open Day event be included on the list.

**E149 DATE OF NEXT MEETING**

**RESOLVED:**

To note that the next meeting of the Events Working Party I scheduled to take place at 10.00am on Thursday, 10 November 2022.

Signed ..... Date .....

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## LEDBURY TOWN COUNCIL

<b>EVENTS WORKING PARTY</b>	<b>10 NOVEMBER 2022</b>	<b>AGENDA ITEM: 5</b>
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Report prepared by Julia Lawrence, Deputy Town Clerk

### UPDATE ON PROGRESS - TOURISM

#### Purpose of Report

The purpose of this report is to provide Members of the Events Working Party with an update regarding previous proposals for Tourism to be added to the Events Working Party.

#### Detailed Information

Members will note that at the last Events Working Party, they were advised that the matter of tourism was to be addressed at the next Economy & Planning Committee Meeting to establish where, if anywhere, tourism sits within the Council's Standing Committees and Working Parties.

At the That meeting was held on 13 October 2022 and the minute recorded at that meeting was as follows:

*"Councillor Sims stated that he believes tourism falls under the Economy & Planning Committee but that this is not clear enough to members of the public. Councillor Sims proposed that the Committee name should change from Economy & Planning to Planning, Economy & Tourism. The Clerk informed members that this is what had been proposed at the Annual Meeting, which Members had rejected".*

The recommendation following this discussion was that the Economy & Planning committee be changed to Planning, Economy & Tourism subject to being approved at Full Council. The next meeting of Full Council is scheduled for Thursday, 1 December 2022.

#### Recommendation

Members of the Events Working Party are asked to receive and note the report.



## LEDBURY TOWN COUNCIL

<b>EVENTS WORKING PARTY</b>	<b>10 NOVEMBER 2022</b>	<b>AGENDA ITEM: 6</b>
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Report prepared by Charlotte Barltrop – Administrator

### **CHRISTMAS LIGHTS SWITCH-ON EVENT/MARKETS – UPDATE**

#### **Purpose of Report**

The purpose of this report is to update the Members of the Events Working Party as to the status of the plans for the Christmas Lights Switch-On event, which is being held on Sunday, 27 November 2022 in Ledbury High Street.

#### **Detailed Information**

Some of the Christmas lights this year have already been installed with the remainder hopefully being installed on Tuesday, 22 November 2022, which will also include lights along the Southend.

Ledbury Town Council (“LTC”) wishes to create the Christmas light switch-on into an annual event which not only encompasses the lights switch-on but becomes known as a destination to attend in the run-up to the festive season, and with that in mind, several other activities are being planned for this year’s event, as set out below.

The event will begin at 12.00 noon culminating with the lights switch-on at 5.00pm by the Mayor of Ledbury and the Carnival Princesses.

#### **Market Stalls**

The Market has been an extremely successful venture with 26 paying vendors taking part. These vendors range from food to craft stalls to local distilleries.

A road closure will be in operation between Top Cross and towards the junction with Bye Street, thus allowing access up Church Street, but creating a pedestrian zone within the closed-off area. This area will have a food zone and entertainment area to the front of the Market House.

Within the Market, LTC have invited some of the local charities, such as Ledbury Food Bank and Talk Community, to have a stall in order that they may raise their presence in the community.

Please see the attached site plan (Appendix 1).

#### **Entertainment**

Within the pedestrian zone (under a road closure) there will be a small performance space for dancers etc. Ledbury Dance Company, Ledbury Morris and our paid entertainers, Frenetic Entertainment, will use this space to perform. There will also be musical entertainment under the Market House including Ledbury Brass Band,

Ledbury Town Choir and Ledbury Primary School Choir who have accepted invitations to support the event.

LTC have engaged Frenetic Entertainment to provide entertainment in the form of 3 x 30 mins walkabout slots and 2 x Street Show. LTC will provide a dressing room for the entertainers within their offices on Church Lane.

### **Father Christmas and the Grotto**

At the recent meeting of Full Council, it was strongly felt that Father Christmas was an important part of the Christmas Lights Switch On Event. With this in mind, plans have been put in place to create a Grotto in the Jacobean Room of LTC offices.

The Community Development Officer has contacted local groups, such as guides and scouts, in order to ask for volunteers to assist with the set up and running of the Grotto.

It is proposed that Father Christmas will be available between 10am and 4pm, with 5-minute slots allocated and 2 x 15-minute breaks. Tickets will be on sale at £2 per child, multiple children from the same household will be able to use the same, 5-minute, slot however a ticket must be purchased for each child, 3 children from the same family will be discounted to £5, with a 3-child maximum per slot. Tickets will be sold from LTC offices, with the initial advertising planned for release on 7 November 2022.

Each child will receive a small gift at their visit to Father Christmas. It has been proposed that this takes the form of a selection box. For those children unable to have chocolate due to allergies an alternative will be provided. When selling tickets, the question of allergies will be posted in order that the exact number of alternative gifts can be purchased.

Please see attached poster (Appendix 2) .

### **Gifts for Struggling Families**

The Clerk has approached several large Ledbury based businesses to ask for sponsorship in order that we can provide gifts to the children of families who may be struggling financially.

So far, we have received pledges from the following businesses:

ABE	£ 50.00
Galebreakers	£150.00
Weston's Cider	£300.00

### **Poster and Marketing of Event**

The attached poster (Appendix 3) has been designed and printed. This is being displayed in the Town Council Offices on Church Lane, as well as being published on Ledbury Town Council's Website and social media platforms from mid-October with frequent tweets on FB/Twitter etc thereafter. The poster and a press release will also be sent to local media in the run-up to the event.

### **Event Management Plan**

The Event Management Plan is currently in its final stages and will be sent to Herefordshire Council as soon as it is complete.

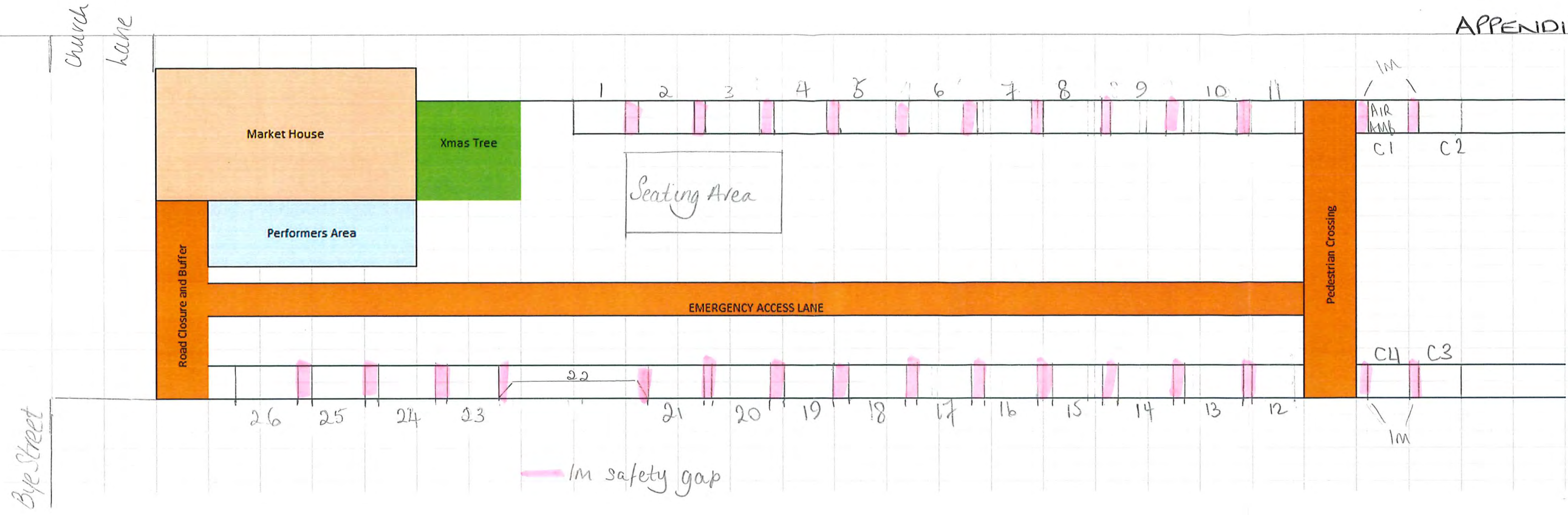
### **Financial Implications**

Currently there is an events budget of £7,430 available.

### **Recommendation**

Members of the Events Working Party are asked to receive and note the contents of the report.







**LEDBURY  
TOWN COUNCIL**



# Meet Father Christmas



**Sunday, 27 November 2022**

AT LEDBURY TOWN COUNCIL  
OFFICES, CHURCH LANE

**1 DAY  
ONLY**

**£2 PER CHILD**

OR £5 FOR 3 CHILDREN  
FROM THE SAME  
HOUSEHOLD

GIFT FOR EVERY CHILD  
MUST PRE BOOK VIA LEDBURY  
TOWN COUNCIL









**LEDBURY**  
TOWN COUNCIL

MARKET

BRASS  
BAND

# CHRISTMAS LIGHTS SWITCH ON

CHOIR

**SUNDAY  
27 NOVEMBER  
12PM - 5.30PM**

**LIGHT SWITCH ON AT 5PM WITH THE  
MAYOR AND CARNIVAL PRINCESSES  
OUTSIDE THE MARKET HOUSE**

ENTERTAINERS

FOOD STALLS



## LEDBURY TOWN COUNCIL

<b>EVENTS WORKING PARTY</b>	<b>10 NOVEMBER 2022</b>	<b>AGENDA ITEM: 7</b>
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Report prepared by Emma Jackson – Community Development Officer (Maternity Cover)

### WORLD BOOK DAY – MARCH 2023

#### Purpose of Report

The purpose of this report is to provide Members of the Events Working Party with further details around World Book Day 2023 so that some preliminary planning for the event can begin, prior to the return of the Community Development Officer (CDO) (Permanent) in January 2023.

#### Detailed Information

At the last meeting of the Events Working Party on 13 October 2022, Members resolved that “a more in-depth discussion be held at the next meeting of the working party in respect of World Book Day” (Minute E147 refers). Furthermore, while Members noted that World Book Day will be celebrated on Thursday, 2 March, they agreed that a pan-community event would take place in Ledbury on Saturday, 4 March 2023. This event will be led by the CDO when she returns from maternity leave in January 2023, with some preliminary planning starting now.

Ledbury Town Council facilitated its first town-wide celebration of World Book Day on Saturday, 5 March 2022. Funds for this event were allocated from the Welcome Back Fund: Against a budget of £5,000 an actual spend of £2,000 occurred. Seven Ledbury venues participated (see Appendix A) and a full day’s worth of activities were provided, including characters from children books who walked around Ledbury, and a book signing by author Ben Davis. At the Events Working Party on 24 March 2022, the Community Development Officer reported that the event had successfully attracted additional footfall into the Town, and that positive feedback had been received from families and children who had participated. (Minute 62 refers). Members further advised that planning start in advance for 2023.

Reading for pleasure is the single biggest indicator of a child’s future success. World Book Day was created by UNESCO in 1995 as a worldwide celebration of books and reading. It aims to encourage reading for pleasure, offering every child and young person the opportunity to have a book of their own, and thereby enabling every child, including those from disadvantaged backgrounds to develop a life-long love of reading and the ‘improved life chances this brings.’

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World Book Day in March 2023 offers an opportunity for local organisations to once again co-ordinate their events to offer a full day's celebration to benefit the children of Ledbury and provide additional value to the work that will be undertaken in the local schools to promote World Book Day on Thursday, 2 March 2023. Furthermore, the increasing prominence of Ledbury Poetry Festival, and the John Masefield Memorial Project offer opportunities for Ledbury to engage with authors and poets and build a strong literary heritage for the Town and its rising generations. Members might like to consider how this could be factored into World Book Day celebrations in March 2023.

World Book Day 2023 was launched on 6 September 2022. The Community Development Officer has registered to receive updates by email and expressed an interest in being involved, as a non-educational partner. Members are asked to note that World Book Day itself is a registered trademark. This means that written consent through a formal licensing agreement is required to use the name 'World Book Day,' logo or any artwork assets. Not-for-profit partner organisations can register to use the logo and assets with no charge to promote reading for pleasure activities. The brand guidelines and assets for 2023 will be available from November 2022. Members might wish to identify which organisations in Ledbury are registered to use the trademark and recommend that the Community Development Officer contacts World Book Day organisers regarding the partnership agreement and reports back on the feasibility of Ledbury Town Council becoming a partner.

Each year, World Book Day works with publishers to create a list of £1 books to appeal to a wide range of children at all ages, interests, and stages of reading. Publishers suggest titles and a selection panel chooses from these submissions. The selection panel includes a range of expert voices from libraries, communities, partner charities and retailers. The World Book Day Trustees approve the final list. The chosen publishers then produce and publish the £1 books (covering all the costs). Booksellers buy the books from publishers and give them to children in exchange for the £1 token. The list for March 2023 is attached in Appendix B, including a synopsis of the books. Members might wish to review the list and consider this list when making recommendations.

The Community Development Officer has contacted the artist who provided the 'talking book' characters in 2023. The artist has confirmed availability for 2023 and supplied a list of options (see Appendix C) and prices. Members might, in particular wish to consider the renewed popularity of Paddington Bear in 2022, following the death of Her Majesty The Queen and factor this into their recommendations for this event, noting that Paddington Bear has cross-generational appeal.

Both Councillor Morris and the Community Development Officer were also introduced to Michael Rosen at Ledbury Poetry Festival in July 2022. Informal conversation included reference to World Book Day and engaging with a children's Laureate (past and/or present) in March 2023. Members might wish to consider which organisation is best placed in Ledbury to do this and be mindful that World Book Day is an exceptionally busy time for the Children's Laureate with numerous competing demands.


## Recommendation

That Members of the Events Working Party give consideration to this report and make the following recommendations to the Environment and Leisure Committee:

1. That the Community Development Officer contacts the Ledbury organisations that were involved in World Book Day 2022 to ascertain whether they wish to be involved in 2023, and if so, how.
2. That the Community Development Officer separately contacts the three local schools (John Masefield High School, Ledbury Primary School, Eastnor Primary School) to learn about their plans for World Book Day 2023 and requests their active involvement in the development of a town-wide celebration.
3. That the Community Development Officer and the Deputy Clerk engage with Ledbury Poetry Festival, especially around exploring the potential for Children Laureate's involvement in Ledbury's World Book Day 2023.
4. That Members of the Events Working Party review the books list contained in Appendix B and offer suggestions for how, if at all, these can be referenced in Ledbury's celebrations.
5. That Members of the Events Working Party request the Community Development Officer to contact World Book Day organisers regarding the partnership agreement and with a report back to the next meeting of the events Working Party.
6. That Members of the Events Working Party review the information contained in Appendix C and recommend to the Environment and Leisure Committee that 'talking book' characters are confirmed for World Book Day 2023
7. That the Environment and Leisure Committee allocates a budget with a ceiling figure of £2,000 to this event, to be taken from the 2022/23 Events Budget.
8. The Community Development Officer uses the information above to pull together a World Book Day Celebration programme of events for 4 March 2023, and that this programme be shared with the Events Working Party at its meeting in January.

APPENDIX A:

**A Reminder of Ledbury World Book Day Events in 2022**



**LEDBURY**  
TOWN COUNCIL  
www.ledburytowncouncil.gov.uk Tel: 01531 632306


# HELPING *Ledbury* SUPPORT WORLD BOOK DAY


Saturday, 5th March, 2022


*Come and join in the Town's events!*

<b>Ledbury Poetry Festival/Ledbury BookArts</b>	Barrett Browning Institute <i>Bye Street</i>	Ledbury BookArts Group Exhibition	10am-4pm
<b>Ledbury Books and Maps</b>	<i>20 High Street</i>	Storytelling <i>Age 0-6</i> (11am-11.40am & 2pm-2.40pm) Book sales with tokens	9am-5pm
<b>Ledbury Funeral Care</b>	CO-OP/Funeral Care <i>Bye Street</i>	Storytelling <i>Age 2-7</i> ( <i>'The Hungry Caterpillar'</i> ) - with refreshments	11am-2pm
<b>Three Counties Book Shop</b>	<i>6 High Street</i>	Book sales with tokens	9am-5.30pm
<b>Ledbury Town Council</b>	Market House <i>High Street</i>	Tudor roleplay activities dressing up and acting. <i>Age 7-10</i>	1pm-4pm
<b>Ledbury Places</b>	The Old Grammar School, upper floor <i>Church Lane</i>	Try writing with a dip pen in true <i>'Horrible Histories'</i> form (10.30am-11am & 2.30pm-3pm)	10.30am-3pm
<b>Ledbury Library Development Group</b>	Burgage Hall <i>Church Lane</i>	Join Sara-Jane and Jeanette from Red Earth Arts for some Booky Fun! ... and create your favourite book character your Booky Balloonheads! <i>Age 5-11</i>	10am-1pm

*Find out more*








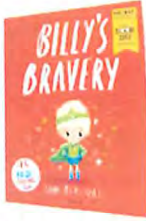
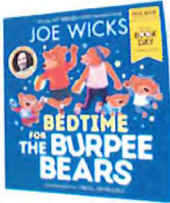





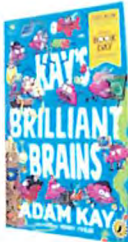

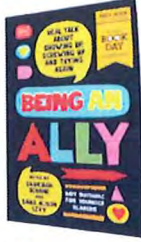

**Ben Davis**  
Author of *'The Private Blog of Joe Cowley'* will be joining us for a book signing!

This event is funded by the Welcome Back Fund Please see the Ledbury Town Council website for more information.

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APPENDIX B:

**List of Books For World Book Day 2023**

<p><b>Beginning</b></p>  <p><b>FARSHORE</b> 50-copy stock pack: 9780008591311</p>	 <p><b>BLOOMSBURY CHILDREN'S BOOKS</b> 50-copy stock pack: 9781526661159</p>	 <p><b>HARPERCOLLINS CHILDREN'S BOOKS</b> 50-copy stock pack: 9780008589103</p>	<p><b>Early</b></p>  <p><b>PUFFIN (PENGUIN RANDOM HOUSE CHILDREN'S)</b> 50-copy stock pack: 9780241618912</p>	 <p><b>DK</b> 50-copy stock pack: 9780241624753</p>	 <p><b>FABER</b> 50-copy stock pack: 9780571381135</p>
<p><b>Fluent</b></p>  <p><b>MACMILLAN CHILDREN'S BOOKS</b> 50-copy stock pack: 9781035015931</p>	 <p><b>SIMON &amp; SCHUSTER CHILDREN'S BOOKS</b> 50-copy stock pack: 9781398523111</p>	 <p><b>PUFFIN (PENGUIN RANDOM HOUSE CHILDREN'S)</b> 50-copy stock pack:</p>	 <p><b>HACHETTE CHILDREN'S GROUP</b> 50-copy stock pack: 9781510111981</p>	<p><b>Independent</b></p>  <p><b>DK</b> 50-copy stock pack: 9780241624746</p>	 <p><b>OLD BARN BOOKS</b> 50-copy stock pack: 9781910646847</p>

**Lifesize Creepy Crawlies** - This interactive non-fiction adventure features LIFESIZE illustrations of some of the smallest and largest creepy crawlies in the world and invites children to think about how they compare with these amazing creatures.

**Billy's Bravery** - Billy absolutely LOVES Nature Girl. She's his favourite superhero EVER! He has read all the books, seen all the cartoons, and he's even got his own Nature Girl costume! So, when World Book Day comes round, Billy knows exactly who he wants to dress up as. Then Billy hears a nasty voice in his head. What if he looks silly? What if his friends make fun of him? Going out in a costume can be scary, even if you are dressed up as your favourite character in the whole world. Can Billy be as brave as Nature Girl? A reassuring and uplifting book about finding your courage – the perfect springboard for talking about anxiety with little ones. Be open, be honest, be you! Big Bright Feelings for little people.

**Bedtime For The Burpee Bears** - The Burpee Bears love to have fun – and that includes bedtime! From trying to brush their teeth without squirting toothpaste everywhere, to putting on their pyjamas the right way round, there's certainly a lot keep everyone busy. But the best part of all is settling down together for quiet time before they finally close their eyes. Global fitness phenomenon Joe Wicks invites you to join this delightful bear family in a fun-filled story of the ups and downs of everyday life. Including fabulous exercises and recipes, perfect for sharing!



**You Choose Your Adventure** - An immersive, richly illustrated mini-adventure where YOU CHOOSE what happens! Welcome to your adventure! What will you wear? Where will you go? Who would you like to meet on the way? Discover a different story every time with this magical storytelling toolkit - let your imagination run wild!

**Spiderman** - Become an expert on all things Spider-Man with this bitesize pocket guide! Discover everything you ever needed to know about Spider-Man and the Spider-Verse! Is Spider-Man speedier than Spider-Ham? Who has more fighting skill, Venom or Vulture? Pick up this Pocket Guide and you'll have all of these Spidey facts and more at your fingertips.

**Dave Pigeon** - Dave Pigeon and his trusty sidekick, Skipper, are on the hunt for biscuits, as per usual. Biscuits and good stories. Where better to go than a bookshop? Surely there'll be a healthy supply of both... Only, pigeons aren't exactly welcome in bookshops. Feather-flapping chaos ensues with inevitably hilarious results! A laugh-out-loud story featuring a much-loved character, Dave Pigeon, which promotes a love of bookshops and their Human Booksellers and encourages children to get reading. With funny black and white illustrations throughout, this is perfect for emerging readers.

**The Boy With Wings** - An Ordinary Kid on an Extraordinary Adventure: Tunde Wilkinson is an ordinary kid. He has awesome friends, sometimes embarrassing parents and needs to be careful his wings don't get in the way on the football pitch. Wait...wings? Oh yeah, Tunde is also a secret superhero. When a new kid starts at his school and is better than him at everything, not even Tunde's friends seem on his side. Does this new kid have a connection to the shady Facility? And can Tunde figure it all out before an evil robot destroys their town?

**Dragon Realm** - Twelve-year-old Billy Chan and his friends each share a bond with a dragon. When new dragons fall from the sky into the Human Realm, the group join forces to reunite them with their lost egg. But the Dragon Realm is filled with dangerous magical creatures and threats lurking round every corner. Can our heroes accomplish their mission, or will they fall at the last hurdle?

**Kay's Brilliant Brains** - One hundred billion people have lived on earth. Unfortunately, this book would be too heavy if it talked about them all, so it's only about ten of them. They were all just ordinary people like you and me who were sitting around scratching their bums and wondering what time dinner was going to be ready, when one day they thought 'Oh, I've got an idea' and suddenly changed the world forever. You might have heard of some of them Like Ada Lovelace, who invented computer programming two hundred years ago. (But was banned from going into libraries.) Or Thomas Edison, who invented movie cameras and lightbulbs and how to record music. (But only went to school until he was twelve.) And Amelia Earhart, the first woman to fly across a huge ocean, back in the days when planes were made of bits of old wood and looked like they might fall apart any second. (And worst of all, they didn't have in-flight movies.) Containing 4,523,825 facts (this is a guess), KAY'S BRILLIANT BRAINS is written and illustrated especially for World Book Day 2023 by the record-breaking Adam Kay and Henry Paker. It's a hilarious celebration of ten of the world's most ingenious geniuses and all that their brilliant brains achieved.

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**The Strange World's Travel Agency** - It is the once-every-century Cloud-Wish Festival in the magical world of Strofadia, and Flick and Jonathan have travelled there from the Strangeworlds Travel Agency via suitcase to be a part of it. Strofadia is a land of flight and fantasy. It is centred around three floating mountains, the largest of which is the home of the great Cloud Dragon. At the end of the Cloud-Wish festival, the Cloud Dragon will appear to grant the wishes from the people of Strofadia – wishes it has been guarding for the last one hundred years. But when the moons rise at the end of the festival, there is no sign of movement from the mountain. Will Flick and Jonathan be able to find their way through the mountain to the Cloud Dragon and save the festival from disaster?

**Boot It** - Sami and Ali dream of playing for the school football team. They practise in the park every day and work hard on their skills. But acing the trials is the last of the boys' worries when they're made to feel they don't belong on the team because of the colour of their skin. Ali just wants to tackle the ball on the pitch. Now he's being forced to tackle the racism in his team too. But how can he when he's told it's 'just banter'? From the award-winning author of *Boy, Everywhere*, a powerful story of friendship and booting out racism.

**Being An Ally** - This book is for everyone - because we can all be allies. As an ally you use your power – no matter how big or small – to support others. You learn, and try, and mess up and try harder. In this collection of true stories, YA authors get real about being an ally, needing an ally and showing up for friends and strangers. These authors share their truths and invite you to think about your own experiences and choices – and how you can be a better ally. There are no easy answers, but this book helps you ask better questions. Because we're all in this together. And we all need allies.

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## APPENDIX C:

**Enquiry Email from CDO :** Following the success of working with your company last year, The Clerk and Deputy Clerk have asked me to enquire if it would be possible to book the 'Paddington and Mr Brown' tribute for Saturday 4 March 2023. Please can you confirm availability and also how much it would cost ? I have a note that it would be £450.

- Please can you send me through details of all the characters you have available so that Councillors can consider multiple options
- Secondly, would you consider portraying a bespoke character / characters that are closely tied with World Book Day ? If so, what sort of costs would be involved?

**RESPONSE:** I've checked for you and yes its £450 for Paddington and Mr Brown. At the moment we have Paddington Bear, Bluey, Paw Patrol, Peter Rabbit, Benjamin Bunny, snowman, reindeer, and we have a gingerbread man on the way to us. We also have Alice in Wonderland costumes, and I was thinking about buying a Cheshire Cat mascot to go with the characters. I was thinking about buying a few more characters and I was considering – Gruffalo, Winnie the Pooh; Tiger; Piglet; The Cat In The Hat; Flopsy Bunny (to go with Peter rabbit) ; Tom and Gerry

RE the World Book Day Character : I have sent my supplier 3 choices - the Burpee Bears, Rita the Dragon, and Dave the Pigeon. He has said he could do the Burpee bears but not the others. I'm sure there would be someone out there that could do other characters, but I've never used them. I do know to have a costume made it's very very expensive. My supplier has said he could make me a Burpee bear for £500. If there are other characters you were thinking about then please let me know.

## LEDBURY TOWN COUNCIL

### CALENDAR OF EVENTS 2022/2023

Month	Event	Date	Time	Venue	Notes
October	Funfair	Monday 10 October & Tuesday 11 October 2022	5.00pm – 10.00pm each evening	Homend, High Street, Bye Street	
	Mayor's Coffee Morning	Wednesday 12 October 2022	10.30am-12.00pm	LTC Committee Room	Autumn theme
	Ledbury Food Bank	12, 14, 19, 21, 26, 28 October 2022	10.00am–12.00pm	Homend Trading Est	
	Afghani Refugees Coffee Morning	Saturday 15 October 2023	10.00am – 12.00pm		
	Light Party	Saturday 29 October 2022	3.00pm – 5.00pm	St Michael & All Angels Church	Alternative Halloween - LEAF Family Event – FOC – Age group up to approx. 11 yrs, includes crafts/games & tea
	Halloween	Sunday 31 October 2022	All day event	n/a	
	November	November	Whole month event	n/a	Support Men's Health
	Ledbury Food Bank	3, 4, 9, 11, 16, 18, 23, 25, 30 November 2022	10.00am–12.00pm	Homend Trading Est	
	Bonfire Night	Saturday 5 November 2022	All day event		
	Remembrance Day	Friday 11 November 2022	11.00am	Ledbury VVar Memorial	
	Remembrance Parade & Sunday Service	Sunday 13 November 2022	11.00am onwards	Ledbury VVar Memorial/ St Michaels	
	Ledbury Refuge Support Group	Friday 25 November 2022	TBC	TBC	
	Ledbury Big Soup Day	Saturday 26 November 2022	TBC		Note: the event will also run on Sunday 27 November if businesses choose to get involved
	Christmas Lights Switch on Event + Christmas Market	Sunday 27 November 2022	12.00pm-5.00pm Xmas lights switch on at 5.00pm	Ledbury Town	

<b>December</b>						
Ledbury Food Bank	2, 7, 9, 14, 16, 21, 23 December	10.00am-12.00pm	Homend Trading Est			
Civic Service/Celebration	Sunday 4 December 2022	2.00pm-5.00pm	Ledbury Rugby Football Club			
Advent Party	Sunday 4 December 2022	2.30pm – 5.00pm	St Michaels and All Angels Parish Church	LEAF Family Event – FOC – Age group up to approx. 11 yrs, includes crafts/games & tea		
Late Night Shopping	Friday 2 December 2022	Until 8.00pm	Ledbury Town			
Free Car Parking	Saturday 3 December 2022	All day				
Charity Mistletoe Sales	Saturdays in December			Details to be confirmed		
Mayor's Coffee Morning	Tuesday 6 December 2022	10.30am-12.00pm	LTC/St Katherines	Christmas/winter theme		
Candle Lighting, Chapel	Sunday 18 December 2022	10.00am-4.00pm	Cemetery Chapel			
Christmas Day	Sunday 25 December 2022					
Boxing Day Hunt	Monday 26 December 2022	TBC				

## CALENDAR OF EVENTS 2023/2024

Month	Event	Date	Time	Venue	Notes
January	Ledbury Food Bank	4, 6, 11, 13, 18, 20, 25, 27 January 2023	10.00am-12.00pm	Homend Trading Estate	
	Ledbury Big Breakfast	27 – 29 January 2023			Following the pattern of 2022 and previous years
	International Day of Commemoration in memory of the victims of the Holocaust	Friday 27 January 2023			
February	Ledbury Food Bank	1, 3, 8, 10, 15, 17, 22, 24 February 2023	10.00am-12.00pm	Homend Trading Estate	
	Mayor's Coffee Morning	Tuesday 14 February 2023	10.30am-12.00noon	LTC/St Katherines	Valentine's theme
March	Ledbury Food Bank	1, 3, 8, 10, 15, 17, 22, 24, 29 & 30 March 2023	10.00am-12.00pm	Homend Trading Estate	
	World Book Day	Thursday 2 March 2023			
	Mothering Sunday	Sunday 19 March 2023			
April	Ledbury Food Bank	5, 7, 12, 14, 19, 21, 26 & 28 April 2023	10.00am- 12.00pm	Homend Trading Estate	
	Mayor's Coffee Morning	Tuesday 4 April 2023	10.30am-12.00noon	LTC/St Katherines	Easter theme
May	Ledbury Food Bank	3, 5, 10, 12, 17, 19, 24, 26, 31 May 2023	10.00am-12.00pm	Homend Trading Estate	
	Coronation Day	Saturday, 6 May 2023			
	Ledbury Food Bank	2, 7, 9, 14, 16, 21, 23, 28 & 30 June 2023	10.00am-12.00pm	Homend Trading Estate	

June	Ledbury Community Day	Saturday 10 June 2023	Afternoon	Recreation Ground	Date to be confirmed
	Community LTC Event – Picnic in the park	Saturday 10 June 2023	Afternoon	Recreation Ground	To be confirmed
	The Great Big Green Week	10-18 June 2023			
	Father's Day	Sunday 18 June 2023			
	Armed Forces Day & raising the flag	Saturday 24 June 2023			
<b>July</b>	Ledbury Food Bank	5, 7, 12, 14, 19, 21, 26, 28 July 2023	10.00am-12.00pm	Homend Trading Estate	
	The Ledbury Celebration	Sunday 9 July 2023*			*Provisional date
	Ledbury Poetry Festival	Friday 30 June – Sunday 9 July			
<b>August</b>	Carnival	Monday 28 August 2023			
<b>September</b>	Heritage Open Day				

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