

LEDBURY TOWN COUNCIL
Minutes of a Meeting of
Ledbury Town Council
held on Thursday 20th July 2017
in The Community Hall, Ledbury

Present: Councillors: E Fieldhouse (Chairman)
D Baker R Barnes
A Bradford M Eager
K Francis A Harrison (Part)
E Harvey A Manns
N Morris J Roberts
N Shields J Simpson
A Warmington H Wilce

In attendance: Mrs K Mitchell - Clerk to the Council
Mrs J Jupp – Administrative Assistant
13 Members of the public,
Sergeant Sarah Ransome-Williams + one and 1 press
(at the start of the meeting)

C.85 - 07.17 APOLOGIES

Apologies were received from Cllrs A Crowe and M Eakin.
Cllr A Harrison had given apologies for lateness but hoped to attend the latter part of the meeting.

C.86 - 07.17 DECLARATIONS OF INTEREST

Cllr N Shields declare a non-pecuniary interest at Agenda Item 9. Finance and General Purpose Minutes F.71-07.17 as Chairman of the Ledbury Library Development Group and signed the book accordingly.

Cllr A Manns declared a non-pecuniary interest at Agenda Item 7 Economic Development and Planning Committee Minutes P.75-06.17 Planning application No. 171166 as he knows the owner of the property next door and signed the book accordingly.

Cllr E Fieldhouse declared a non-pecuniary interest at Agenda Item 9 Finance and General Purposed Minutes F.71- 07.17 regarding the Youth Drop-in Service and signed the book accordingly.

C.87 - 07.17 PUBLIC PARTICIPATION

A local resident spoke about the possible removal of the shelter adjacent to the Skate Park owing to problems of littering and anti-social behavior. (E.60-06.17 refers) She requested that before any decision was taken, an assessment of the real issues was carried out and consultation with the youth to obtain their views. It was suggested that the Youth Council could support such a consultation and also the attendees at the Youth Drop In at the Barrett Browning Institute, and the Neighbourhood Police Team.

The member of the public highlighted that when asked about facilities on the Recreation Ground, 208 young people had said that a shelter was wanted.

A member of the public spoke about the Neighbourhood Development Plan (NDP) and the threat to Ledbury of more predatory housing developments. Having the NDP in place would mean that Ledbury was in a much better position to deter such applications and the Council should let nothing delay its completion.

These comments were endorsed by another member of the public who highlighted that on Page 11, the picture of the Ledbury Town Plan was the 2008 version rather than the 2016 version.

A member of the public asked about the Council's progress regarding mediation. The Chairman said that the results of the Operational Review had now been received. The issue of mediation would be addressed when the Review was discussed at a special meeting, date to be arranged.

Sergeant Sarah Ransome-Williams endorsed the member of public's comments regarding the shelter by the Skate Park. There had been three reports of antisocial behaviour in the area in the last 18 months. The Police had spoken to the young people on many occasions, on the Recreation Ground and at the Youth Drop In. A few individuals were spoiling the environment for the majority. If the shelter is removed it was feared that the antisocial behavior would then gravitate towards the town centre.

A member of the public asked how an item could be added to the agenda for a meeting. The Clerk explained that she should be contacted in the first instance.

C.88 - 07.17 MINUTES

The Minutes of the Full Council Meeting held on 8th June 2017 were confirmed as an accurate record and signed by the Chairman.

C.89 - 07.17 CHAIRMAN'S REPORT AND CORRESPONDENCE

The Chairman reported on her engagements over the last month, highlighting Ledbury Community Day, the Great Ledbury Celebration and the positive engagement with the Youth Council.

The Chairman congratulated Ledbury in Bloom for their phenomenal effort in preparing the Town for Heart of England Judging Day.

The Chairman reported that the Town now had a new Town Crier, Mr Clive Gunn. Huge thanks were due to William Turberfield (Bill the Bell), for his dedication and commitment to the role of Town Crier over many years.

The Chairman said that she was sorry to report the resignation of Cllr Noel Roberts; ill health meant that he could no longer fulfil the role of Cllr as he would wish to. The Chairman thanked Cllr Roberts for his contribution to the Council over the years and appreciated all that he had done.

C.90 - 07.17 NEIGHBOURHOOD DEVELOPMENT PLAN (NDP)

1. Members considered five reports from the NDP Working Group, meetings held in May and June 2017, copies having been previously circulated.

RESOLVED: That the Reports of the NDP meetings held on 17th May, 7th June, 15th June, 20th June, and 27th June 2017 be received and adopted.

**VOTING: For 10
Abstentions 4**

2. Members considered the approval of the following documents for Regulation 14 Consultation to run 1st August – 25th September 2017:

- (a) Neighbourhood Plan (Draft) (with list of amendments)
- (b) Strategic Environmental Assessment (SEA)
- (c) Habitat Regulation Assessment (HRA)
- (d) Design Code

A list of amendments for the NDP Draft Plan was circulated to members at the meeting.

A named vote was requested for each document.

RESOLVED: That the Neighbourhood Development Plan (Draft), incorporating the amendments as presented, be approved for Regulation 14 Consultation.

VOTING: For (13)
 D Baker R Barnes
 A Bradford M Eager
 E Fieldhouse K Francis
 E Harvey A Manns
 N Morris J Roberts
 J Simpson A Warmington
 H Wilce
Abstentions (1)
 N Shields

RESOLVED: That the Strategic Environmental Assessment (SEA) be approved for Regulation 14 Consultation.

VOTING: For (13)
 D Baker R Barnes
 A Bradford M Eager
 E Fieldhouse K Francis
 E Harvey A Manns
 N Morris J Roberts
 J Simpson A Warmington

H Wilce

Abstentions (1)

N Shields

RESOLVED: That the Habitat Regulation Assessment (HRA) be approved for Regulation 14 Consultation.

VOTING: For (13)

D Baker R Barnes
A Bradford M Eager
E Fieldhouse K Francis
E Harvey A Manns
N Morris J Roberts
J Simpson A Warmington
H Wilce

Abstentions (1)

N Shields

RESOLVED: That the Design Code be approved for Regulation 14 Consultation.

VOTING: For (13)

D Baker R Barnes
A Bradford M Eager
E Fieldhouse K Francis
E Harvey A Manns
N Morris J Roberts
J Simpson A Warmington
H Wilce

Abstentions (1)

N Shields

Cllr Barnes thanked Cllrs for their support in enabling the documents to go out into the community for consultation and encouraged as many residents as possible to become involved in the consultation and pass on their comments.

The Clerk confirmed that the NDP had been approved for the Health Check which would follow on from the consultation. There would be no cost to the Council in this process.

The Council was hoping to hear regarding the funding application soon. The Clerk thanked Mrs Stump, Clerical Officer, for all her efforts in this regard. The Mayor reiterated the Clerk's thanks.

C.91- 07.17 COMMITTEE MATTERS - ECONOMIC DEVELOPMENT & PLANNING

1. In Cllr Crowe's absence, The Vice Chairman of the Economic Development & Planning Committee, Cllr Manns presented the Minutes of the Economic and Development Meeting held on 22nd

June 2017.

Referring to P.79-06.17 Cllr Harvey asked about the access from Pound Meadow to the Co-op in New Street. Cllr Bradford agreed to look into this.

RESOLVED: That the Minutes P.71-06.17 to P.84-06.17, be approved and adopted.

**VOTING: For 11
Abstentions 3**

2. Members considered a re-print of the existing 'Welcome to Ledbury' Leaflets (Blue cover) which were now in very short supply to allow more time for the Town Promotion Group (Town Council, Ledbury Places, Joined Up Heritage, Civic Society, Traders etc.) to design and have produced a new 'joined up' leaflet.

The Clerk explained that only a small number of the existing leaflets were left and a 'computer crash' meant that the original supplier could not trace the electronic document. The PDF version held by the Council may not be of sufficiently high resolution to obtain a good quality re-print.

The Chairman suggested that the existing PDF be reviewed to see if the print quality was suitable to be used for a re-run. If this was not possible, the alternative was to use the 'Explore Leaflet', of which approximately 15,000 remained, for an interim period ahead of a new leaflet being produced.

RESOLVED: That if the existing 'Welcome to Ledbury' Leaflet could be re-printed, 2,500 copies to be produced.

**VOTING: For 10
Against 3
Abstention 1**

C.92- 07.17 COMMITTEE MATTERS - ENVIRONMENT & LEISURE

1. Cllr Bradford, Chairman of the Environment & Leisure Committee, presented the Minutes of the Meeting held on 29th June 2017.

Referring to E.54-06.17, 2: Cllrs Eager, Francis and the Clerk had met on site with a Tree Surgeon for a second opinion regarding a number of trees in the cemetery.

RESOLVED: To refer the issue back to the next scheduled meeting of the Environment & Leisure Committee on 14 September.

**VOTING: For: 12
Abstentions: 2**

Cllr Harrison joined the meeting at this point (8.40pm)

Regarding E.55-06.17, Cllr Harvey asked whether three quotations for the works had been obtained. Cllr Eager explained that it had been difficult to obtain quotations, and only one contractor had responded. The company proposed was known to the Council and this was very specialist work; There was also the time pressure to get the work completed ahead of the 2018 ceremonies.

Referring to E.60-06-17, 3 proposed removal of the shelter adjacent to the Skate Park - Cllr Francis said, he had spoken to young people who used the shelter and they did not want it to be removed. With regard to the issue of litter, the contractor tidied the area on a daily basis.

A lengthy discussion took place where differing views were expressed.

Members took a separate vote on the Committee recommendation:

'To obtain a quotation for the removal of the shelter'

VOTING For: 5
Against: 10

The motion was lost.

RESOLVED: To refer the issue back to the next scheduled meeting of the Environment and Leisure Committee on 14 September.

VOTING For: 14
Against: 1

RESOLVED: That the Minutes E.49-06.17 to E.61-06.17, be approved and adopted.

VOTING: For: 12
Abstentions: 3

2. Dog Hill Wood

Members were advised that consideration of quotations for CCTV would have to be discussed at the next scheduled meeting of the Environment and Leisure Committee as two more quotations were awaited.

C.93 - 07.17 COMMITTEE MATTERS - FINANCE & GENERAL PURPOSES

Cllr Barnes, Chairman of the Finance & General Purposes Committee, presented the Minutes of the meeting held on 6th July 2017, copies having been previously circulated.

Referring to F.70 – 07.17 - Cllr Shields stated that she had contacted the external auditor, Grant Thornton concerning the 2016/17 Annual Return Governance Statement.

Referring to F.71 – 07.17, Cllr Harvey questioned the Council's decision not to disburse the funds to Love Ledbury. Cllr Barnes explained that the funds were public money and subject to audit.

Cllr Roberts left the meeting at 9.15 pm.

Referring to F.76 – 07.17 Cllr Simpson thanked the Committee for supporting Merchant Navy Day and asked for help from Cllrs to take the arrangements forward. Cllrs Barnes, Fieldhouse, Simpson, Baker and Manns offered to help.

Referring to F.77 Cllr Francis had attended the Annual General Meeting of the HALC Eastern Area Committee and was elected as Chairman.

RESOLVED: That the Minutes F.67-07.17 to F.79-07.17 be approved and adopted.

**VOTING For: 11
Abstentions: 3**

C.94 - 07.17 HEREFORDSHIRE CLLRS' REPORTS

No reports were presented.

C.95 - 07.17 OUTSIDE BODIES

Cllr Francis had prepared a joint report to cover meetings of the HALC Executive Committee on 17th May and 5th July 2017, copies having been circulated.

C.96 - 07.17 CODE OF CONDUCT

1. Members were advised that outcome letters relating to numerous complaints against Ledbury Town Councillors under the Code of Conduct had been received and that on the information available, the Monitoring Officer had decision that there had been no breaches of the Code of Conduct.
2. It was noted that on 22nd May 2017, a revised Code of Conduct was adopted by Herefordshire Council. A letter from Claire Ward, Solicitor to Herefordshire Council and The Revised Code of Conduct had been previously circulated to Full Council at their meeting on 6th April 2017 as E.4

Cllrs Manns and Baker left the meeting at 9.25 pm.

Cllr Bradford left the meeting at 9.28 pm.

C.97 - 07.17 GENERAL CORRESPONDENCE

The Clerk advised that a letter regarding the opening of the footway in Pound Meadow had been received from a resident. This would be discussed at the Planning and Economic Development Meeting on Monday 24th July 2017.

C.98 - 07.17 DATE OF NEXT MEETING

The next scheduled meeting would be held on 28th September 2017.

A separate meeting to discuss the Operational Review would be arranged as soon as possible.

The meeting closed at 9.30 pm.

DRAFT