



LEDBURY TOWN COUNCIL

22 MAR 2017

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Minutes of a Meeting of

Ladbury Town Council

held on Thursday 2nd February 2017

in The Community Hall, Lawnside Road, Ladbury

Present: Councillors: The Town Mayor, Councillor D Baker, Chairman
R Barnes A Bradford
A Crowe M Eager
M Eakin E Fieldhouse
K Francis A Harrison
E Harvey A Manns
N Morris N Shields
J Simpson H Wilce

In attendance: Mrs K Mitchell - Clerk to the Council
Mrs J Jupp - Administrative Assistant
4 Members of the Public

C.6 - 01.17 APOLOGIES

Apologies were received from Councillors J Roberts, N Roberts and A Warmington.

C.7 - 01.17 DECLARATIONS OF INTEREST

There were no declarations of interest.

C.8- 01.17 PUBLIC PARTICIPATION

There were no requests from the members of the public present to speak.

C.9 – 01.17 MINUTES

1. The Minutes of the Full Council meeting held on 8 December 2016 were then approved as an accurate record with the following amendment.
Referring C.149 – 12.16 Paragraph 4 should be amended to read "Cllr Harrison asked about the usage of the BBI".
2. The Minutes of the Full Council meeting held on 18 January 2017 were then approved as an accurate record with the following amendment:
Referring to C.3 – 01-17 page 3 (penultimate paragraph) should be amended to read 'Mrs Tagg assured Councillor Morris.....'

C.10 - 01.17 CHAIRMAN'S REPORT AND CORRESPONDENCE

The Mayor presented her report, copies having been circulated prior to the meeting.

There were no questions.

C.11 – 01.17 HEREFORDSHIRE COUNCILLORS' REPORTS

Councillor Warmington (West Ward) had produced a report which had been circulated to the meeting.

Councillor Harvey (North ward) gave a verbal report which covered: Ledbury Neighbourhood Development Plan; Herefordshire Council budget; Balfour Beatty Public Realm workshop; Herefordshire Council Economic Master Plan.

The Mayor requested that ward members submit their reports in writing, rather than give a verbal report on the night, in order to allow Councillors to read them prior to the meeting. A discussion took place and The Mayor emphasised that as this was a report from an outside body, it should be able to be prepared in time for the meeting.

It was proposed by The Mayor, seconded and

RESOLVED: That ward members should submit brief written reports in time to be distributed with the Full Council agenda.

VOTING:	For	10
	Against	2
	Abstentions	3

C.12 - 02.17 COMMITTEE MATTERS - ECONOMIC DEVELOPMENT & PLANNING

Cllr R Barnes, Chairman of the Economic Development & Planning Committee, presented the minutes of the meeting held on 5 January 2017, copies having been previously circulated.

RESOLVED: That the Minutes P.1- 01.17 to P.14 - 01.17 be approved and adopted.

VOTING:	For	12
	Abstentions	3

C.13 – 02.17 COMMITTEE MATTERS - ENVIRONMENT & LEISURE

Councillor M Eager, Chairman of the Environment & Leisure Committee, presented the minutes of the meeting held on 12 January 2017, copies having been circulated previously.

Referring to E.5-01.17, Cllr Eager drew attention to concerns about potential 'Ash Dieback' in Dog Hill Wood and on the Riverside Walk.

Referring to E.7-01.17, Cllr Harvey said that the Town Plan data contained suggestions for the location of additional seating and that all areas should be looked at together rather than in isolation.

RESOLVED: That the Minutes E.1-01.17 to E.14-01.17 be approved and adopted.

**VOTING: For 12
Abstentions 3**

C.14 - 02.17 COMMITTEE MATTERS - FINANCE & GENERAL PURPOSES

In the absence of the Chairman, Councillor Jayne Roberts, Councillor Keith Francis, Vice Chairman of the Finance & General Purposes Committee, presented the Minutes of the meeting held on 19 January 2017, copies having been previously circulated. The meeting sent best wishes to Councillor Roberts for a speedy recovery.

Referring to F.3-01.17, it was noted that it is Phillippa Slinger of the Poetry Festival, not 'Stringer'.

Referring to F.5-1.17, 3, Band should be corrected to read 'Bank'.

Referring to F.5-1.17, 4, Appointment of Internal Auditor, it was confirmed that the company was located outside of the county.

RESOLVED: That the Minutes F.1 - 01.17 to F.14 - 01.17 be approved and adopted.

**VOTING: For 12
Abstentions 3**

C.15 - 02.17 COMMITTEE MATTERS – STANDING COMMITTEE

(1) The Mayor presented the Minutes of the meeting held on 9 December 2016.

RESOLVED: That the Minutes S.21 - 12.16 to S.24 - 12.16 be approved and adopted.

**VOTING: For 12
Abstentions 3**

(2) The Mayor presented the Minutes of the meeting held on 11 January 2017.

Referring to S.4-01.17, Councillor Harvey expressed disappointment that her Freedom of Information request had been refused on the basis that the cost of the work would exceed the appropriate limit.

Referring to S.5-01.17 Councillor Harrison asked for confirmation regarding the size of the quorum for meetings of committees. The Mayor confirmed that it was one third.

Discussion took place regarding Standing Orders and issuing of exempt information.

Councillor Morris asked about the time frame for the appointment of a new Deputy Clerk and was advised that this would depend upon the outcome of the Operational Review.

A discussion took place regarding 'formal written correspondence', this reflected actual decisions made in Council that required written correspondence with the Unitary Council.

RESOLVED: That the Minutes S.1 - 01.17 to S.7- 01.17 be approved and adopted.

VOTING:

For	10
Against	3
Abstentions	2

C.16 – 02.17 BUDGET AND PRECEPT

1. Budget

Councillor Harvey asked about budget provision for the Neighbourhood Plan in 2017/18. Councillor Barnes confirmed that there was no budget allocated for 2017/18 and that further grant funding could be applied for.

Councillor Francis spoke regarding the request from Herefordshire Citizens Advice Bureau (CAB) for additional funding and outreach accommodation. The Budget for 2017/18 included provision of £5K which would allow one day per month equating to 5 hours. Further discussion would take place at the next Finance and General Purposes meeting on 23 February 2017.

RESOLVED: That the Budget for 2017/18 be approved, with a total net expenditure in the sum of £374,303.

VOTING:

For	10
Against	3
Abstentions	2

2. Precept Request

In view of the approved budget and estimated closing balances, it was

RESOLVED: That Ledbury Town Council request a Precept of £329,883 from Herefordshire Council for the year 2017/18.

VOTING:

For	10
Against	2
Abstentions	3

C.17 - 02.17 OPERATIONAL REVIEW

The Scoping document was presented for approval.

RESOLVED: That the Scoping Document be approved.

VOTING:

For	10
Against	4
Abstentions	1

Councillor Barnes recommended issuing the Scoping Document as soon as possible, with a return date of 20 February 2017 for quotes, and proposed that The Standing Committee be given delegated authority to make a decision.

Councillors Harrison and Harvey requested that the review be put on hold whilst the Herefordshire Council investigation was taking place.

Members were reminded that the investigation related to certain Town Councillors under the Code of Conduct and not Ledbury Town Council.

RESOLVED: That Standing Committee be given delegated authority to appoint consultants to carry out the Operational Review.

VOTING:

For	9
Against	4
Abstentions	2

C18 – 02.17 COMMITTEE MEMBERSHIP

RESOLVED: That Councillor Shields be appointed to serve on the Finance and General Purposes Committee, and Councillor Wilce be appointed to serve on the Economic Development and Planning Committee and the Environment and Leisure Committee.

VOTING:

For	13
Abstention	2

C.19 - 02.17 NEIGHBOURHOOD DEVELOPMENT PLAN (NDP)

(1) Councillor Fieldhouse reported that there were no meeting notes, as the last 2 meetings had been spent answering the 67 questions received from Councillor Harvey.

Councillor Fieldhouse proposed that future questions were addressed to Full Council for them to make a decision on, rather than taking up the valuable time of the volunteer Working Party. It was confirmed that the NDP budget figures were on the website.

RESOLVED: That future questions regarding the NDP should be addressed to Full Council to decide how they should be answered in order to make best use of volunteer time to progress the Plan.

VOTING:

For	10
Against	2
Abstentions	3

Councillor Manns left the meeting at 9.15 pm.

Cllr Barnes advised that approximately 60 volunteer hours had been spent dealing with Councillor Harvey's questions and that the questions and responses would be posted on the website.

- (2) To clarify communication channels between the Town Council and its Consultants and local residents.

The Meeting clarified that contact with the Consultants should be via the Town Council offices, as direct contact by any third party with the Consultants may incur personal charges.

C.20 – 02.17 LEDBURY PLACES PROJECT

The Clerk read out a statement from Clive Jupp, Director of Ledbury Places, confirming that the building transfers had now taken place. There was no report, as Ledbury Places were meeting that evening.

Councillor Harvey queried that the Town Council representatives on the Board of Ledbury Places, Clive Jupp and Rob Yeoman, were now former rather than current councillors.

It was confirmed that Councillors Barnes and Yeoman sat on the Steering Committee. Councillor Barnes advised that representation on the Board of Directors was by invitation, not right.

C.21 – 02.17 GENERAL CORRESPONDENCE

The Clerk gave details of correspondence received in the office.

Clerks & Councils Direct magazine

Cotswold Line News Wharfinger magazine

Letters from local residents relating to the flyer about Shepherd's Close; all had been responded to.

C.22 - 02.17 DATE OF THE NEXT MEETING

The next scheduled Full Council meeting will be held on 2 March 2017 at the Community Hall, Lawnside Road, Ledbury.

The meeting closed at 9.25 pm.