



LEDBURY TOWN COUNCIL

TOWN COUNCIL OFFICES, CHURCH STREET, LEDBURY

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07 February 2025

Dear Councillor

You are summoned to attend an extraordinary meeting of **LEDBURY TOWN COUNCIL** to be held on **Thursday, 13 February 2025 at 7:00 pm** in the **Council Offices, Church Lane, Ledbury, HR8 1DH** for the purpose of transacting the business shown in the agenda below.

Yours faithfully

Angela Price PSLCC, AICCM, MIWFM
Town Clerk

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A G E N D A

1. Apologies

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. Nolan Principles

<https://www.gov.uk/government/publications/the-7-principles-of-public-life/the-7-principles-of-public-life—2>

4. To approve and sign as a correct record the minutes of a meeting of Council held on 23 January 2025
(Pages 2882 - 2891)
5. To receive and note the Action Sheet
(Pages 2892 - 2901)
6. To consider and approve the budget for 2025/2026
(Pages 2902 - 2919)
7. To Consider Council's response to planning application P242783/O
(Pages 2920 - 2923)
8. Exclusion of Press and Public

In accordance with Section 1(2) of the Public Bodies Admission to Meetings) Act 1960, in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public are excluded from the remainder of the meeting.
9. Recommendations from meeting of the Resources Committee held on 6 February 2025
(To follow)

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**MINUTES OF A MEETING OF FULL COUNCIL
HELD ON 23 JANUARY 2025**

PRESENT: Councillors Bradford, Chowns, Harvey, Kettle, Morris, Newsham and Sinclair

ALSO PRESENT: Angela Price – Town Clerk
Julia Lawrence – Deputy Clerk
Honor Holton – Minute Taker
Councillor Peberdy – Ledbury West Ward Councillor
Councillor Simmons – Ledbury South Ward Councillor

C605. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Hughes. Councillor Howells' apologies were received as per his request for 6-month dispensation.

C606. DECLARATIONS OF INTEREST

None received.

C607. TO NOTE THE NOLAN PRINCIPLES

RESOLVED:

That the Nolan Principles be received and noted.

C608. TO APPROVE AND SIGN AS A CORRECT RECORD THE MINUTES OF A MEETING OF COUNCIL HELD ON 9 JANUARY 2025

RESOLVED:

That the minutes of the meeting of Council held on 9 January 2025 be approved and signed as a correct record.

C609. TO RECEIVE AND NOTE THE ACTION SHEET

RESOLVED:

That C556(4) be amended from 'Chair of Finance' to 'Councillor Newsham'.

That the action sheet be received and noted.

C610. WARD COUNCILLOR REPORTS

Councillor Peberdy stated that she has nothing to report specifically ward based.

Councillor Simmons advised that the National Planning Policy framework, mandatory housing figures had been confirmed for Herefordshire, noting that they had increased from 16,200 to 27,000 houses across a 20-year plan period for Herefordshire.

Councillor Harvey provided a verbal report.

RESOLVED:

That the Ward Member reports be received and noted.

C611. MAYORS COMMUNICATIONS

The Mayor providing information on the following upcoming events:

- Ledbury's World Bookfest will be held on 8 March.
- Ledbury's Got Talent taking place on 28 February.
- Ledbury's Big Breakfast on 31 January, advising that the High Sherrif of Herefordshire would be attending as guest of honour, afterwards visits to local participating businesses in the Town Centre will take place.

The Mayor provided information in relation to two schemes consisting of the Kings Award for Enterprise and the King's Award for Voluntary Service.

RESOLVED:

- 1. That the Clerk contact Sequanni to follow up on a request by Councillor Morris to visit the site and also to request an opportunity for the Mayor to also visit.**
- 2. That the Clerk circulate information in respect of the Kings Awards and also how to nominate individuals for Kings Honours once received from the Chairman's Office.**

C612. TO CONSIDER QUESTIONS/COMMENTS FROM MEMBERS OF THE PUBLIC IN ACCORDANCE WITH THE PROVISIONS OF STANDING ORDERS 3(e) and 3(f)

None received.

C613.

TO RECEIVE MOTIONS PRESENTED BY COUNCILLORS IN ACCORDANCE WITH STANDING ORDER 9

The following motion had been received from Councillor Sinclair and seconded by Councillor Bradford.

‘That the decision taken on 1 August 2024 by minute C28 below be reversed and that the Committee Structure (as was) is reinstated, for the next meeting of Council.

That Council suspends the Committee Structure of developed powers; suspend the current pattern of meetings; and move to fortnightly meetings of Full Council. The timings of this change to be decided by Full Council. The exception will be the Resources Committee which will continue to meet as and when needed and with the current membership.”

Councillor Sinclair spoke to his motion providing additional information for his proposal. Councillor Bradford seconded the motion.

Councillor Newsham stated that he was in support of the motion, noting that he felt that the current structure was putting a lot of pressure on the Clerk.

Councillor Harvey referenced the decision previously taken to change the committee structure and the background behind the proposed changes to the future committee operation. She advised that there had been considerable work undertaken to draft resourced committee work programmes aligned to stated council priorities, and commented that it had been disappointing that very few Councillors had attended the workshop to review the draft programme for the Finance Committee.

There was general support for getting back to a committee structure, however it was recognised that doing this before all of the work had been undertaken to allow committees to operate with delegated powers would be counterproductive.

Following considerable discussion, it was noted that in accordance with Standing Orders it was not possible to vote on the notice of motion as the six-month period since the original decision had been made would not be reached until after 1 February 2025. Therefore, Councillor Sinclair agreed to amend his Notice of Motion, seconded by Councillor Bradford as follows:

“That the decision taken on 1 August 2024 by minute no. C528 below be referred to the next Full Council meeting for reconsideration”.

RESOLVED:

That the decision taken on 1 August 2024 by minute no C528 be referred to the next Full Council meeting for reconsideration.

C614. TO APPROVE INVOICES FOR PAYMENT – JANUARY (FINAL)

RESOLVED:

1. That the overspend in relation to staff training (230/4050) be monitored and that a virement be considered at year end from Councillor Training 225/4525.
2. That the overspend in respect of Agency Cover (102/4001) be monitored, noting that it may be possible to off set some of the overspend against staff salaries at year end.
3. That the Accounts Clerk be asked to review the budget line for agency cover to identify any mis-postings, and that any mis-postings be journaled to the correct budget lines.
4. That the overspend in respect of fuel (102/4330) be monitored, noting that the grass cutting season for 2024/25 has come to an end and that the van is not being used regularly.
5. That budget line office support and equipment (235/4115) be monitored.
6. That budget line Professional Fees (220/4590) continue to be monitored, noting the proposal that council consider an increase in this budget line in the 2025/26 budget to £15,000.
7. That the invoices for payment be approved in the sum of £10,072.51 plus VAT.

C615. TO CONFIRM VERIFICATION OF BANK STATEMENTS AND RECONCILIATIONS FOR SEPTEMBER AND NOVEMBER 2024

RESOLVED:

To note that the bank statements and reconciliations for September and November 2024 have been verified.

C616. MARKET STALL ELECTRICITY

RESOLVED:

1. That an increase in the charge for electricity supply hook ups to market traders and other users to £3.00 per hook up.
2. That business making use of the electricity at events such as the Carnival should be charged for the use of electricity at the above rate.

C617. TO REVIEW AND APPROVE CHECKLIST PROCESSES

Councillor Newsham left the meeting at 8:20pm

RESOLVED:

That both the Post Meeting Checklist and Process Checklist for dealing with invoices for payments be approved.

C618. CODE OF CONDUCT

RESOLVED:

The Clerk advised Councillors that she had received notification of the outcome of a code of conduct complaint against a Councillor and that the complaint had not been upheld.

C619. TO CONSIDER PLANNING CONSULTATIONS

1. Application No. 250134 – T1 Yew overhanging conservatory, reduce lateral branches overhanging conservatory roof by approximately 2 meters to suitable live point. T2 – Two Yews in garden, remove low branches on main stems to leave clear main stems. T3 – Sycamore on lower boundary with grass field, remove small low branches on main stem to leave a clear stem to main fork. Reasons – encroaching on building and shading vegetable garden – Upper Hall Lodge, Ledbury, Herefordshire, HR8 1JA.

RESOLVED:

No objection

2. Application No. 243014 – Proposed refurbishment works to the front elevation of the TSB Branch to change the branding including the replacement of the existing fascia, new TSB cannister sign, web sign and replacement projecting sign, internally new furniture and fittings, decorations as highlighted on plans – 17-8 The Homend, Ledbury, Herefordshire, HR8 1BN – LISTED BUILDING CONSENT

RESOLVED:

No objection

3. **Application no. 243214 and 243215 – that it be noted that these two consultations are for information only, as they refer to proposed works to the Town Council offices.**

C620. RECOMMENDATION FROM MAJOR PLANNING APPLICATIONS TASK AND FINISH IN RESPECT OF PLANNING APPLICATION NO. 242783

RESOLVED:

1. **The Clerk advised that she had received confirmation from the Planning Officer that an extension for responses had been given of 14 February 2025.**
2. **That a meeting of the Major Planning Working Party had been scheduled for 10:00 am on Tuesday 28 January 2025 in the Town Council Offices.**

C621. TO RECEIVE AND NOTE PLANNING DECISIONS

RESOLVED:

That the planning decisions be received and noted

C622. RESPONSE FROM AL BRAITWAITE TO FULL COUNCIL MINUTE NO.C573 OF COUNCIL HELD ON 12 DECEMBER 2024

RESOLVED:

1. **That this item be deferred to the next TEMAP meeting scheduled for Tuesday, 4 February 2025 for further discussion around the provision of a tear off map.**
2. **That Councillor Morris raise the concerns of Council to the meeting on 4 February.**

Councillor Bradford left the meeting at 8:35pm

C623. MINUTES OF A MEETING OF TEMAP HELD ON 18 DECEMBER 2024

RESOLVED:

That the minutes of the meeting of TEMAP held on 18 December 2024 be received and noted.

C624. TO CONSIDER REQUEST FROM CHAIR OF CLIMATE CHANGE WORKING PARTY

RESOLVED:

That this item be deferred for consideration by the Climate Change Working Party upon resumption of their meetings.

C625. TO RECEIVE AND NOTE MINUTES OF MEETING TO DISCUSS VE/VJ DAY 2025 AND TO CONSIDER ANY RECOMMENDATION THEREIN.

The Mayor advised that the timings of the ceremony at the War Memorial on 8 May 2025 had been changed to now be at 9.00/9.30 pm.

RESOLVED:

- 1. That the minutes of meeting to discuss VE/VJ Day 2025 be received and noted, noting the amendment to the time of the ceremony at the War Memorial on 8 May.**
- 2. That the offering of grants to groups wishing to hold street parties be agreed in principle and that provision be made in the 2025/26 budgets for these grants.**
- 3. That the suggestion to hold an outdoor cinema event on the recreation ground on Saturday, 3 May 2025 be agreed in principle subject to more details being provided to a future meeting of council.**
- 4. That other local events that are being held on 3 May be cross referenced to avoid a clash.**

C626. REQUESTS FROM COMMUNITY ENGAGEMENT OFFICER

1. Rebranding of Ledbury's World Book Day

Members were requested to give consideration to a request from the Community Engagement Officer in respect of Ledbury's World Book Day.

RESOLVED:

- 1. That the Ledbury World Book Day Event be renamed to Ledbury's World Bookfest.**
- 2. That Ledbury World Bookfest continue to be held in March of each year.**

3. That a sum of £4,000 be approved for the Ledbury World Bookfest from the 2024/25 budget, making use of the remaining Events budget funds (127/4607) and Tourism Promotional Material (107/4703)
4. That if holding the event in March creates an issue with the Masefield Matters inclusion then this be considered as part of the Poetry Festival in July.

C627. SUSPENSION OF STANDING ORDER 3(X)

Standing orders were suspended for 30 minutes at 9:00pm

Councillor Simmons left the meeting at 9:00pm

2. Great Big Green Week and Community Day

Members were requested to give consideration to a request from the Community Engagement Officer in respect of Great Big Green Week.

RESOLVED:

1. That the Whale be approved in principle but that this item be deferred for more information in respect of the cost of the accommodation.

C628. OUTSIDE BODIES

RESOLVED:

That the minutes of the meeting of the Malvern Hills National Landscape Joint Advisory Committee held on 15 November 2024.

C629. BATON OF HOPE

RESOLVED:

That the Council support the Baton of Hope event in October 2025 and that Clerk meet with Talk Community to discuss this further.

C630. RESPONSE RECEIVED FROM HEREFORDSHIRE CITY COUNCIL IN RESPECT OF CCTV COSTS

RESOLVED:

That the response received from Herefordshire City Council in respect of CCTV costs be received and noted.

C631. DATE OF NEXT MEETING

RESOLVED:

To note that an extraordinary meeting of Full Council will be 13 February 2024 for the purpose of considering the 2025/26 budget and that an ordinary meeting of Council will be held on 20 February 2025 .

C632. EXCLUSION OF PRESS AND PUBLIC

RESOLVED:

That in accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public are excluded from the remainder of the meeting.

C633. TO CONSIDER EXTENSION TO CURRENT GROUNDS CONTRACT

RESOLVED:

1. That a 12-month extension of the maintenance contract be approved as per the current contract status.
2. That consideration of the future maintenance of land owned by Herefordshire Council be deferred to a future meeting.

C634. NOMINATIONS FOR DISTINGUISHED CITIZEN OF THE YEAR AWARD

RESOLVED:

That this item be deferred to the next meeting of Council scheduled for 20 February 2025.

The Deputy Clerk and Minute Taker left the meeting at 9:20pm

C635. TO RECEIVE RECOMMENDATION FROM THE RESOURCES COMMITTEE

Potential Compensation in respect of Complaint Received

RESOLVED:

1. That the Mayor and Deputy Mayor be mandated to make an offer in respect of financial compensation. That an offer also be made to refund all fees paid and due to the Council in relation to the matter . And that together these offers be made

without prejudice and in full and final settlement in respect of a complaint received.

- 2. That the Council grant delegated powers to the Resources Committee to consider any potential counter claim, up to a specified limit, and that any counter claim exceeding that limit be referred to Council.**

The meeting ended at 9:27pm

Signed Date

FULL COUNCIL
12.12.2024

Minute No.	Action	To be Actioned by	Date Actioned	Comments	Status
FULL COUNCIL 19 September 2024					
C414.2	That on completion of draft terms of reference by Cllr Chowns a meeting be arranged with the Members of the Climate Change Working Party to clarify what the Council expect from the Working Party.	TC	TBC following above meeting	CCWP members to be invited to a meeting to consider amended Terms of Reference when drafted	Included on February agenda - completed
FULL COUNCIL 31 October 2024					
C479	That the CEO liaise with the Histories Festival organisers and provide a short report for a future meeting of council	CEO		Have discussed this CEO and suggested that due to current workloads LTC take the role of making groups aware of this project and ask them to contact the organisers directly if they wish to take part	Completed
FULL COUNCIL 14 November 2024					
C518(2)	That further information be provided to a future meeting of council to inform Members on how much should be placed on deposit	TC/JH/EH	Future meeting of council	Meeting to be arranged with Cllrs Newsham and Harvey	In progress
C518(3)	That the Clerk and Cllrs Harvey and Newsham review the current market for a suitable high interest, short term deposit account	TC/JH/EH	Future meeting of council	meeting to be arranged with Cllrs Newsham and Harvey	In progress

FULL COUNCIL 28 November 2024						
C528(8)	That a budget of £1,000 be included in the 25/26 budget for Bye Street Toilets	TC/FP&GP	Dec-24	Budget increased to £1,500 to take into account additional anticipated expenses	Completed	
C528(9)	That the Clerk provide a breakdown of income/expenditure in relation to the market electricity and that consideration be given to increasing the cost to traders in the 25/26 budget setting process	TC	12.12.2024	Information to be included on agenda for 09.01.2025 - additional information to be provided to meeting 23.01.2025	completed	
C532(1)	That officers provide a report outlining the IT requirements of the council to include what is needed, when it needs to be replaced and costs to do so and that this be submitted to the ICT T & F group for consideration	TC	Jan-25	Meeting arranged for 22.01.2025 - report to be prepared - meeting postponed due to other priorities - date to be confirmed	In progress	
C539	That the CEO be asked to engage with members of the POV Group to consider the various options available to replace the current cantilever swing and provide a report on their top three choices from the options available, with associated costs, to a future meeting of council.	CEO	TBC	Clerk has spoken with LEAF - date to be arranged in New Year - details of options for replacement tyre swing provided to POV awaiting responses following which these will be reported to full council	In progress	
FULL COUNCIL 12 December 2024						
C558(ii)	105/4700 - that it be noted that how stock is handled over financial years is to be considered as part of the financial year end.	TC/Chair of FPGP/IA	Financial Year end	To be reviewed following completion of 25/26 budget	In progress	

C559(2iv)	That the Clerk raise a query with the Insurance Company in respect of the policy schedule for buildings, in particular in relation to the insured sums for the Cemetery Chapel and Mortuary Buildings.	TC	Jan-25	In progress
C560(2)	That clarification be sought from Citizens Advice Bureau on how they are delivering the service in Ledbury and whether the option for their staff to do home visits where individuals experience travel or financial difficulties.	TC	Jan-25	In progress
C563(2)	That consideration of opening times of the Painted Room in 2025/26 be given in consultation with staff prior to the financial year end.	TC/ Council	Jan-25	Completed
C567	That representatives of Landscape Ltd be invited to a Teams meeting in February with the Clerk and Chair of Environment & Leisure Committee to explain the content of the report.	TC	Feb-25	In progress
C568(1)	That the Events Working Party not be disbanded, and that it continue with bi-monthly meetings.	Officers	Jan-25	completed

FULL COUNCIL 9 JANUARY 2025

C582	That the Mayor write to the Ledbury Brass Band congratulating them and thanking them for their efforts in Ledbury & Herefordshire and that an item be included in the Council's Newsletter	TC/TM	TBC	Staff asked to include item in next newsletter - waiting on confirmation from TM that letter sent	completed
C585(3)	That £587 be transferred from EMR 330 CCTV to create new line in budget for maintenance of CCTV located at the Recreation Ground	AC	TBC	waiting for confirmation from AC that this is completed - on further investigation established that the cost of cctv at the recreation ground are included in cc118 Minor Infrastructure/4176	No requirement to undertake movement Completed
C585(5)	That a training plan for 25/26 be prepared for consideration as part of the budget setting process	TC/DTC	Jan-25	Staff asked to provide suggestions for training they would like to be considered for - plan to be created	In progress
C585(6)	That a list of training taken in 24/25 be provided to Members	TC/Admin	Jan 25	Matrix to be updated and provided to council	In progress
C591(ii)	Major planning application Group to be stood up to consider application no. 242783	TC	TBC	Held on 28.02.2025	Completed
C593(2)	That a meeting be held with the Civic Society in respect of the best use of staffing in relation to supporting other heritage offerings in Ledbury	TC	TBC		In progress

C595(1)	That officers arrange for an inspection of the tree in question and the surrounding area with a view to a systematic view on the Councils responsibilities to render the area safe.	DTC	Feb-25	Awaiting condition report	Completed	
C595(2)	That a response be provided to the resident advising of the actions to be taken by LTC with a view to making the tree and surrounding area safe.	TC	Jan-25		Completed	
C601(1)	That the electric vehicle shown at item 2 within the report be purchased for use by the Town Council's Maintenance Operative at a cost of £13,000 plus VAT.	TC	Feb-25	More information to be sourced in respect of storage unit and order to be placed for storage unit prior to ordering vehicle to ensure available storage	In progress	
C601(2)	That officers obtain quotes for a 20 ft standard shipping container to be placed to the rear of the skip within the cemetery grounds.	TC	Jan-25	Obtaining costs for 20ft storage container - awaiting information on space available at cemetery as per discussed	In progress	
C601(3)	That once the costs of a 20 ft standard shipping container have been established, both items be purchased from the General Reserve and arrangements be made for replacing these funds from future budget setting process.	TC	Jan/Feb 2025		In progress	
FULL COUNCIL 23 JANUARY 2025						
C611.1	That the Clerk contact Sequani to follow up on a request by Councillor Morris to visit the site and also to request an opportunity for the Mayor to also visit.	TC	Feb-25	Mayor has corresponded with Sequanni directly	Completed	

C611.2	That the Clerk circulate information in respect of the Kings Awards and also how to nominate individuals for Kings Honours once received from the Chairman's Office.	TC		Feb-25	Awaiting information	In progress
C613	That the decision taken on 1 August 2024 by minute no C528 be referred to the next Full Council meeting for reconsideration and the committee structure, as was, be reinstated.	TC		20.02.2025	To be included on agenda on 20.02.2025	In progress
C614.1	That the overspend in relation to staff training (230/4050) be monitored and that a virement be considered at year end from Councilor Training 225/4525.					Being monitored
C614.2	That the overspend in respect of Agency Cover (102/4001) be monitored, noting that it may be possible to off set some of the overspend against staff salaries at year end.					Being monitored
C615.3	That the Accounts Clerk be asked to review the budget line for agency cover to identify any mis-postings, and that any mis-postings be journaled to the correct budget lines.	AC				In Progress
C615.4	That the overspend in respect of fuel (102/4330) be monitored, noting that the grass cutting season for 2024/25 has come to an end and that the van is not being used regularly.					Being monitored
C615.5	That budget line office support and equipment (235/4115) be monitored.					Being monitored

C615.6	That budget line Professional Fees (220/4590) continue to be monitored, noting the proposal that council consider an increase in this budget line in the 2025/26 budget to £15,000.					Being monitored
C616.1	That an increase in the charge for electricity supply hook ups to market traders and other users to £3.00 per hook up.	TC/Admin	Feb-25	Traders advised of increase		Completed
C616.2	That businesses making use of the electricity at events such as the Carnival should be charged for the use of electricity at the above rate.	TC/Admin	Feb-25	Staff advised - Terms and Conditions being adapted to include this		Completed
C625	That request from the CCWP Chair be deferred for consideration by the Climate Change Working Party upon resumption of their meetings.	DTC		To be included on future agenda of CCWP		In progress
C625.3	That the suggestion to hold an outdoor cinema event on the recreation ground on Saturday, 3 May 2025 be agreed in principle subject to more details being provided to a future meeting of council.	CEO	20.02.2025	CEO to provide more information for 20.02.2025 meeting of council		In progress
C625.4	That other local VE Day celebration events that are being held on 3 May be cross referenced to avoid a clash.	CEO	20.02.2025	Update to be provided at meeting on 20.02.2025		In progress
C626.3	That a sum of £4,000 be approved for the Ledbury World Bookfest from the 2024/25 budget, making use of the remaining Events budget funds (127/4607) and Tourism Promotional Material (107/4703)	CEO		CEO advised of budget for 2024/25 event		Completed

C626.4	That if holding Ledbury World Bookfest in March creates an issue with the Masefield Matters inclusion then this be considered as part of the Poetry Festival in July.	TC			Discussed with CEO and JMPC - advised not a problem and arrangements agreed for Ledbury World Book Fest	Completed
C627-2.1	That the Whale for The Great Big Green Week be approved in principle but that this item be deferred for more information in respect of the cost of the accommodation.	CEO	20.02.2025		Waiting further information from CEO	In progress
C629	That the Council support the Baton of Hope event in October 2025 and that Clerk meet with Talk Community to discuss this further.	TC		Feb-25	Awaiting meeting when more information available	In progress
C633.1	That a 12-month extension of the maintenance contract be approved as per the current contract status.	DTC		05.02.2025	Contractor advised	Completed
C633.2	That consideration of the future maintenance of land owned by Herefordshire Council be deferred to a future meeting.	DTC			To be considered as part of specification review	In progress
C634	That the Nominations for the Citizen of the Year Award item be deferred to the next meeting of Council scheduled for 20 February 2025.	TC		20.02.2025	To be considered at meeting on 20.02.2025	In progress

C635.1	That the Mayor and Deputy Mayor be mandated to make an offer in respect of financial compensation. That an offer also be made to refund all fees paid and due to the Council in relation to the matter . And that together these offers be made without prejudice and in full and final settlement in respect of a complaint received.	TM/DTM	27.01.2025	Meeting held and offer made - awaiting response	completed
C635.2	That the Council grant delegated powers to the Resources Committee to consider any potential counter claim, up to a specified limit, and that any counter claim exceeding that limit be referred to Council.	RES Comm	TBC	Awaiting response	In progress

Report prepared by Angela Price – Town Clerk

2025/26 DRAFT BUDGET

Purpose of Report

The purpose of this report is to provide Members with a draft proposed budget for the financial year 2025/26 for consideration and approval.

Detailed Information

Attached is a copy of the proposed draft 2025/26 which is submitted for review, amendments (if required), and approval by the Council.

The proposed precept figure for the 2025/26 financial year is £734,622, which is a total increase from the 2024/25 precept of £52,222. This increase equates to an annual increase of £9.91 per Band D equivalent property, which is an increase of 5.24% (£0.83 per month increase).

Recommendation

1. That Members approve the attached 2025/26 draft budget, subject to any amendments agreed at this meeting.
2. That the Town Clerk be authorised to request a precept of £734,622, an annual increase from £188.80 to £198.71 per Band D equivalent property (an annual increase of £9.91 - £0.83 per month).

Expenditure			
2025/26	Anticipated expenditure	785,725	
2024/25	Total anticipated expenditure	725,019	
	Difference	<u>60,706</u>	Equates to a 8.37% increase
Income			
2025/26	Anticipated Income	51,103	
2024/25	Total anticipated income	42,619	
	Difference	<u>8,484</u>	Equates to a 19.91% increase
2025/26	Draft proposed expenditure	785,725	
	Draft anticipated Income	51,103	
	Proposed draft Precept figure	<u>734,622</u>	Equates to a 7.65% increase
	Precepting Band D Households		
2025/26		3,696.97	
2024/25		3,614.40	
2024/25	Precept Received	682400 ÷ 3614.40	Band D equivalent properties = £188.80
2025/26	Precept Required	734622 ÷ 3696.97	Band D equivalent properties = £198.71 increase p/a £9.91 increase of 5.24%
			(£0.83 per month increase)

Budget 2025/26 Summary				
Expenditure	Budget 2024/25	Projected out turn 2024/25	Draft Budget 2025/26	Draft Budget 2026/27
1.Operating Costs	367,577	386,129	397,630	413,804
2. Planning	19,500	12,174	19,500	19,500
3.Recreation Ground	28,429	25,079	26,530	26,535
4.Cemetery	66,129	66,882	79,897	78,570
5.Closed Churchyard	4,750	4,600	3,750	3,750
6.Amenity Areas	56,795	56,715	60,547	62,300
7.Market House	8,560	7,410	8,100	8,200
8.Painted Room	10,950	26,406	28,161	29,447
9.Jacobean Room	500	150	750	1,750
10.Services and community grants	121,110	122,912	113,440	100,060
11.Civic	5,802	5,416	5,890	5,890
12.Council Properties	34,917	40,381	40,030	41,060
13. Bye Street Toilets	0	1,500	1,500	1,500
Total Expenditure	725,019	755,754	785,725	792,366
Income				
1.Operating Costs	(6,126)	(9,128)	(6,126)	(6,126)
2. Planning	(5,600)	(10,452)	(9,200)	(9,200)
3.Recreation Ground	0	0	0	0
4.Cemetery	(16,510)	(12,742)	(16,510)	(16,510)
5.Closed Churchyard	0	0	0	0
6.Amenity Areas	(500)	(500)	(500)	(500)
7.Market House	(1,100)	(1,140)	(1,100)	(1,100)
8.Painted Room	(4,000)	(7,397)	(7,000)	(7,000)
9.Jacobean Room	(2,200)	(5,000)	(4,000)	(4,000)
10.Services & Community Grants	(3,250)	(10,246)	(5,000)	(5,000)
11.Civic	0	0	0	0
12.Council Properties	(3,333)	(3,333)	(1,667)	0
13. Bye Street Toilets	0	0	0	0
Total Income	(42,619)	(59,938)	(51,103)	(49,436)
Precept	682,400			
Net Operating Deficit/(Profit) for the Year (Expenditure less Income)	682,400	695,816	734,622	742,930

Movement of Council Reserves to offset the Net Operating Deficit for the year 2024/25

To be provided at year end	
TOTAL	0

Operating Costs					
EXPENDITURE					
Item No.	Description	2024/25	2024/25	2025/26	2026/27
		Budget	Current	Draft	Draft
			expenditure	Budget	Budget
		£	£	£	£
1	Salaries	283,447	283,447	299,480	314,454
4	Temporary staff	8,000	15,413	8,000	8,000
5	Subscriptions	5,000	5,000	5,000	5,000
6	Staff Training	4,000	6,000	6,000	6,000
7	Councillor Training	1,500	1,500	1,500	1,500
8	Officers Travel/Conference/Subsistence	1,500	1,706	1,500	1,500
9	Telephone & Broadband services	5,400	5,400	6,000	6,500
10	Postage and Franking machine lease	300	452	400	400
11	Stationery	3,800	4,100	4,000	4,000
12	Photocopier Running costs	3,280	4,100	3,500	3,700
13	Office Equipment/furniture	2,500	2,503	2,500	2,500
14	Equipment Maintenance	1,650	1,650	1,650	1,650
15	Petty Cash	0	413	0	0
16	Bank Charges	500	500	500	500
17	Audit Fees (Internal)	2,500	375	2,500	2,500
18	Audit Fees (External)	3,000	1,680	3,000	3,000
19	Insurance	19,000	22,336	20,000	20,500
20	GDPR	500	0	500	500
21	PAT Testing	250	0	0	0
22	Website	3,000	3,774	4,000	4,000
23	ICT services & Software Lease	5,350	6,350	11,000	11,000
24	ICT - Including Computer Hardware	1,000	2,159	0	0
25	Health & Safety/PPE	500	100	500	500
26	Professional Fees	10,000	16,571	15,000	15,000
27	Card Machine Rental	600	600	600	600
28	Annual & Other Meetings	1,000	0	500	500
TOTAL EXPENDITURE		367,577	386,129	397,630	413,804
INCOME					
1	Bank Interest	(6,000)	(9,002)	(6,000)	(6,000)
2	Western power Wayleave	(126)	(126)	(126)	(126)
TOTAL INCOME		(6,126)	(9,128)	(6,126)	(6,126)
NET EXPENDITURE/(INCOME)		361,451	377,001	391,504	407,678
NOTES:					
4. Temporary staff - overspend due to temporary admin support					
22. Overspend due to unanticipated changes to web pages					
23. Computers need replacing on annual programme					

Planning

EXPENDITURE					
Item No.	Description	2024/25 Budget	2024/25 Projected Outturn	2025/26 Draft Budget	2026/27 Draft Budget
				£	£
1	Traffic Management	2,000	3,249	2,000	2,000
2	Charter Market Improvements	2,000	315	2,000	2,000
3	Tourism/Town Plan Projects	5,000	5,000	5,000	5,000
4	Lengthsman Scheme/P3 Scheme	3,000	3,000	3,000	3,000
5	Charter Market Strategy	5,500	0	5,500	5,500
6	Neighbourhood Dev. Plan	1,000	0	500	500
7	Gazebos	0	410	500	500
8	Tourist Information Centre	1,000	200	1,000	1,000
TOTAL EXPENDITURE		19,500	12,174	19,500	19,500
INCOME					
1	Charter Market Fees	(5,500)	(7,000)	(6,000)	(6,000)
2	Tourist Information Centre	(100)	(284)	(200)	(200)
3	Lengthsman grant	0	(3,168)	(3,000)	(3,000)
TOTAL INCOME		(5,600)	(10,452)	(9,200)	(9,200)
NET EXPENDITURE/(INCOME)		13,900	1,722	10,300	10,300
NOTES:					
1. Traffic management - overspend due to SID's taken from EMR					

Recreation Ground

		EXPENDITURE			
Item		2024/25	2024/25	2025/26	2026/27
No.	Description	Budget	Projected	Draft	Draft
			Outturn	Budget	Budget
		£	£	£	£
1	Grounds maintenance contract	7,854	7,854	10,000	10,000
2	Grounds Maintenance	1,500	1,500	0	0
3	ROSPA reports	75	75	80	85
4	New Play Equipment	10,000	10,000	10,000	10,000
5	Play Equipment Maintenance	5,000	5,000	5,000	5,000
6	Skate Park Maintenance	1,500	0	500	500
7	Shelter Maintenance	1,000	0	300	300
8	Litter Bins	1,000	150	150	150
9	Street Light Maintenance	500	500	500	500
TOTAL EXPENDITURE		28,429	25,079	26,530	26,535
INCOME		0	0	0	0
TOTAL INCOME		0	0	0	0
NET EXPENDITURE/(INCOME)		28,429	25,079	26,530	26,535
NOTES:					
1 & 2 amalgamated					
4. New play equipment - progressing tyre swing					
5. Play equipment maintenance - wet pour replacement required					

Cemetery

EXPENDITURE

Item No.	Description	2024/25	2024/25	2025/26	2026/27
		Budget	Projected Outturn	Draft Budget	Draft Budget
			£	£	£
1	Salaries	40,980	37,451	43,952	46,150
2	Temporary Staff	2,000	6,055	2,000	2,000
3	Cleaning	250	0	100	100
4	Rates	3,169	3,169	3,350	3,500
5	Water	100	135	100	100
6	Electricity	1,000	600	1,000	1,000
7	PPE/Health & Safety	500	500	500	500
8	Chapel & Mortuary Maintenance	2,100	2,702	1,500	1,500
9	Grounds Maintenance	2,200	3,078	2,200	2,200
10	Equipment Maintenance	2,000	1,000	2,000	2,000
11	New Equipment	1,100	500	1,100	1,100
12	Equipment Hire	500	0	500	500
13	Vehicle Maintenance	1,000	577	1,000	1,000
14	Vehicle Tax, Insurance & MOT	1,000	1,066	1,100	1,200
15	Skip Hire	1,760	1,760	1,800	1,900
16	Tree works	1,000	500	1,000	1,000
17	Fuel	1,000	1,123	1,100	1,200
18	Perimeter Repairs	2,000	2,000	2,000	2,000
19	Memorial Testing	1,000	3,119	1,000	1,000
20	CCTV Maintenance Contract	95	95	100	105
21	Memorial Board	1,000	1,077	100	100
22	New Scatter Garden	0	0	2,000	0
23	Cemetery Mapping	375	375	395	415
24	Vehicle Replacement	0	0	5,000	5,000
25	Green vehicle	0	0	3,000	3,000
26	Storage Container	0	0	2,000	0

TOTAL EXPENDITURE	66,129	66,882	79,897	78,570
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INCOME

1	Internment fees	(11,000)	(8,580)	(11,000)	(11,000)
2	Memorial Fees	(2,500)	(1,224)	(2,500)	(2,500)
3	Mortuary Rent	(2,500)	(2,500)	(2,500)	(2,500)
4	Chapel Hire	(150)	(275)	(150)	(150)
5	Transfer of Exclusive Right of Burial	(360)	(163)	(360)	(360)

TOTAL INCOME	(16,510)	(12,742)	(16,510)	(16,510)
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NET EXPENDITURE/(INCOME)	49,619	54,140	63,387	62,060
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NOTES:

- 1. Staff salaries - high due to direct employ of temporary staff member - current total reflects potential year end total due to no post holder being in place following 31.01.2025
- 4. Temporary Staff - high due to cost of temporary staff and contractors
- 3. Cleaning - no expenditure due to maintenance operative undertaking cleaning of chapel
- 8. Maintenance - cost of pews and lanterns more than anticipated
- 9. Grounds Maintenance - overspend due to Geo survey - EMR transfer agreed
- 24. Vehicle Replacement - funds to be transferred to EMR for vehicle replacements
- 25. Green Vehicle - budget represents a 5-year write off

Closed Churchyard					
EXPENDITURE					
		<u>2024/25</u>	<u>2024/25</u>	<u>2025/26</u>	<u>2026/27</u>
		Budget	Projected	Draft Budget	Draft Budget
<u>Item No.</u>	<u>Description</u>		Outcome		
			£	£	
1	Property Maintenance	1,000	1,000	1,000	1,000
2	Refuse Collections	250	100	250	250
3	Tree Works	1,000	1,000	1,000	1,000
4	Memorial Testing	1,000	1,000	0	0
5	Grounds Maintenance (contract)	1,500	1,500	1,500	1,500
EXPENDITURE		4,750	4,600	3,750	3,750
INCOME		0	0	0	0
TOTAL INCOME		0	0	0	0
NET EXPENDITURE/(INCOME)		4,750	4,600	3,750	3,750
NOTES:					
These budgets will be incorporated into the cemetery budgets in the 25/26 budget reports					
4. Memorial testing required every three/five years					

Amenity Areas					
EXPENDITURE					
		<u>2024/25</u>	<u>2024/25</u>	<u>2025/26</u>	<u>2026/27</u>
<u>Item</u>	<u>Description</u>	Budget	Projected	Draft	Draft
<u>No.</u>		£	£	£	£
1	Salaries Town Cleaner	32,030	33,388	35,057	36,810
2	Street Cleaning Materials	500	0	300	300
3	Dog Hill Wood Management Plan	1,000	1,000	1,000	1,000
4	Dog Hill Wood Maintenance Contract	4,540	4,540	4,540	4,540
5	Dog Hill Wood Maintenance	0	337	0	0
6	Dog Hill Wood Coppicing	1,000	0	1,000	1,000
7	General Tree Works	2,000	2,000	2,000	2,000
8	General Park Maintenance	1,000	1,000	1,000	1,000
9	Devolved Services (Grass Cutting)	1,000	1,000	1,000	1,000
10	CCTV Hereford	11,275	11,300	12,000	12,000
11	New equipment	200	100	200	200
12	Dog Bags	700	500	700	700
13	Defibrillator maintenance	350	350	750	750
14	Electricity (Comm Hall)	1,200	1,200	1,000	1,000
TOTAL EXPENDITURE		56,795	56,715	60,547	62,300
INCOME					
1	Dog Poop Bags	(500)	(500)	(500)	(500)
TOTAL INCOME		(500)	(500)	(500)	(500)
NET EXPENDITURE/(INCOME)		56,295	56,215	60,047	61,800
Notes:					

Council properties - Market House**EXPENDITURE**

<u>Item No.</u>	<u>Description</u>	<u>2024/25</u> Budget	<u>2024/25</u> Projected Outturn £	<u>2025/26</u> Draft Budget £	<u>2026/27</u> Draft Budget £
1	Rates	1,760	1,760	1,900	2,000
2	Electricity	1,600	600	1,000	1,000
3	Cleaning	100	0	100	100
4	Water	100	50	100	100
5	Maintenance	5,000	5,000	5,000	5,000
TOTAL EXPENDITURE		8,560	7,410	8,100	8,200
INCOME					
1	Market House Income	(1,100)	(1,140)	(1,100)	(1,100)
TOTAL INCOME		(1,100)	(1,140)	(1,100)	(1,100)
NET EXPENDITURE/(INCOME)		7,460	6,270	7,000	7,100
NOTES					

Council Buildings - Painted Room

EXPENDITURE

		<u>2024/25</u>	<u>2024/25</u>	<u>2025/26</u>	<u>2026/27</u>
		Budget	Projected	Draft	Draft
Item No.	Description		Outturn	Budget	Budget
				£	£
1	Salaries	8,500	23,686	25,711	26,997
2	Advertising	800	800	800	800
3	Stock purchased	550	1,017	550	550
4	Music Licence	500	167	500	500
5	Card Machine Rental	600	600	600	600
6	UKSPF Funding	0	136	0	0
TOTAL EXPENDITURE		10,950	26,406	28,161	29,447

INCOME

1	Sales	(1,000)	(2,330)	(2,000)	(2,000)
2	Donations	(3,000)	(5,067)	(5,000)	(5,000)
TOTAL INCOME		(4,000)	(7,397)	(7,000)	(7,000)

NET EXPENDITURE/INCOME		6,950	19,009	21,161	22,447
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NOTES:

1. Salaries overspend due to increased opening hours and additional staff - consideration needs to be given to opening hours going forward
1. UKSPF funding will offset some salary costs
3. Stock purchase - overspend due to delays in purchasing and receiving invoice for previous year - suggest moving 25/26 funds into general reserve to offset expenditure

Jacobean Room					
EXPENDITURE					
Item No.	Description	2024/25 Budget	2024/25 Projected Outturn	2025/26 Draft Budget	2026/27 Draft Budget
		£	£	£	£
1	Licence Fee	0	0	0	1,000
2	Decorations	0	0	250	250
3	Advertising	500	150	500	500
TOTAL EXPENDITURE		500	150	750	1,750
INCOME					
1	Ceremony Room	(2,200)	(5,000)	(4,000)	(4,000)
TOTAL INCOME		(2,200)	(5,000)	(4,000)	(4,000)
NET EXPENDITURE/(INCOME)		(1,700)	(4,850)	(3,250)	(2,250)
NOTES:					
Line 1 - Due every three years					

Services - Community Grants				
EXPENDITURE				
Item # Description	2024/25	2024/2025	2025/26	2026/2027
	Draft Budget	Projected Outturn	Draft Budget	Draft Budget
		£	£	£
1 Barrett Browning Clock	500	728	500	500
2 Community Action Ledbury	12,000	12,000	12,000	12,000
3 Citizens Advice Worcs	0	5,000	5,000	5,000
4 Awards	250	250	250	250
5 Unspecified Grants (S137)	20,000	16,760	20,000	20,000
6 Age UK Hereford localities	4,000	4,000	4,000	4,000
7 Dream your future	1,500	1,500	1,500	1,500
8 Ledbury Food Bank	2,500	6,500	2,500	2,500
9 Ledbury Methodist Church	1,350	1,350	1,350	1,350
10 LEAF	10,440	10,440	10,440	10,440
11 Ledbury Carnival	3,500	3,500	4,500	0
12 Buses4Us	16,000	16,000	8,000	0
13 John Masefield Memorial Project	10,850	7,000	0	0
14 Winter of Well Being	0	1,500	0	0
15 Promotional material	3,000	3,000	3,000	3,000
16 Signage	3,000	500	3,000	3,000
17 External Power Supply High Street	120	936	1,000	120
18 Events Barriers	100	0	100	100
19 Events	8,000	10,048	12,000	12,000
20 Christmas Lights rental, instal, & Storage	15,000	15,000	15,000	15,000
21 Christmas electricity	0	832	1,000	1,000
22 Advertising	1,000	1,000	1,000	1,000
23 Newsletter	500	500	500	500
24 Election Expenses	500	0	300	300
25 Ledbury in Bloom	4,000	3,504	4,000	4,000
26 Climate Change	2,000	500	2,000	2,000
27 Station Telephone Kiosk	500	0	0	0
28 October Fair Expenditure	500	564	500	500
TOTAL EXPENDITURE	121,110	122,912	113,440	100,060
INCOME				
1 October Fair Rent	(2,250)	(2,250)	(2,500)	(2,500)
2 Event income	(1,000)	(3,406)	(2,500)	(2,500)
3 Climate change income	0	(65)	0	0
4 Event Sponsorship	0	(419)	0	0
5 Shop front income	0	(4,068)	0	0
6 Photocopies	0	(38)	0	0
TOTAL INCOME	(3,250)	(10,246)	(5,000)	(5,000)
NET EXPENDITURE/(INCOME)	117,860	112,666	108,440	95,060
NOTES:				
19. Events - Anticipated income fro UKSPF award to offset overspend				

Civic					
EXPENDITURE					
Item	Description	2024/25 Budget	2024/25 Projected Out turn	2025/26 Draft Budget	2026/27 Draft Budget
No.			£	£	£
1	Civic Hospitality	1,100	1,100	1,100	1,100
2	Mayor's Hospitality	1,100	1,100	1,100	1,100
3	Civic Insignia and repairs	400	150	400	400
4	Mayor's/Deputy Mayor's Expenses	1,000	1,000	1,000	1,000
5	Poppy Wreath	20	53	40	40
6	Councillors Expenses	500	200	500	500
7	Mayor's Advertising	500	786	500	500
8	Roll of Honour	50	15	50	50
9	Flag Pole & Flags	132	132	200	200
10	Town Crier Fees and Subscriptions	500	347	500	500
11	Town Crier Regalia	500	500	500	500
12	Petty Cash	0	33	0	0
TOTAL EXPENDITURE		5,802	5,416	5,890	5,890
INCOME		0	0	0	0
TOTAL INCOME		0	0	0	0
NET EXPENDITURE/(INCOME)		5,802	5,416	5,890	5,890
NOTES:					
7. Mayors Advertising - overspend due to 23/24 Mayor's LGT event					
11.Current Town Crier advised purchasing new uniform					

Council Properties

EXPENDITURE

<u>Item</u>	<u>Description</u>	<u>2024/25</u>	<u>2024/25</u>	<u>2025/26</u>	<u>2026/27</u>
		Budget	Projected Outturn	Budget	Budget
No.			£	£	£
1	Property Maintenance (Council Offices)	3,300	7,682	5,000	5,000
2	Property Maintenance (Painted Room)	1,100	0	0	0
3	Non Domestic Rates	7,277	7,277	7,500	8,000
4	Wheely Bin Collection	1,000	1,000	1,000	1,000
5	Housekeeping	500	500	500	500
6	Alarms	4,620	4,620	4,620	4,620
7	Quinquennial Report	2,000	0	2,000	2,000
8	War memorial Cleaning	1,000	0	0	0
9	Cleaning	2,500	2,686	2,500	2,500
10	Window Cleaning	250	0	0	0
11	Water	590	600	630	660
12	Confidential waste - shredding	780	802	780	780
13	Electricity	10,000	15,214	15,500	16,000
TOTAL EXPENDITURE		34,917	40,381	40,030	41,060
INCOME					
1	War Memorial Refund	(3,333)	(3,333)	(1,667)	0
TOTAL INCOME		(3,333)	(3,333)	(1,667)	0
NET EXPENDITURE/(INCOME)		28,251	33,715	36,696	41,060

Bye Street Toilets**EXPENDITURE**

		<u>2024/25</u>	<u>2024/25</u>	<u>2025/26</u>	<u>2026/27</u>
<u>Item</u>	<u>Description</u>	Budget	Projected	Draft	Draft
<u>No.</u>		£	Outturn	Budget	Budget
		£	£	£	£
1	Electricity	0	500	500	500
2	Maintenance	0	500	500	500
3	Housekeeping	0	500	500	500
TOTAL EXPENDITURE		0	1,500	1,500	1,500
INCOME		0	0	0	0
TOTAL INCOME		0	0	0	0
NET EXPENDITURE/(INCOME)		0	1,500	1,500	1,500

Notes:

Earmarked Reserves - projected Balances for DD/MM/YYYY as at DD/MM/YYYY

Cost centre	Account	Opening Balance	Net transfers 2024/25	Closing Balance
320	Earmarked Reserves	113	(113)	0
321	Recreation Ground Equipment	25,830	(25,830)	0
322	Traffic Management	9,000	(9,000)	0
323	Charter Market Improvements	1,000	(1,000)	0
324	Listed Building Reserves	93,022	15,656	108,678
325	Elections	10,000	(10,000)	0
326	Youth Services	5,000	(5,000)	0
327	Play/skate park	24,500	(24,500)	0
328	WarMemorial	15,656	(15,656)	0
329	Paths, Bins & Benches	2,500	(2,500)	0
330	CCTV	7,355	(7,355)	0
331	Advertising	5,000	0	5,000
332	Climate Change	2,000	(2,000)	0
333	Perimeter wall cemetery	15,000	(15,000)	0
335	Amenity & Public Spaces	0	39,860	39,860
336	Community Projects	0	15,701	15,701
	TOTAL	215,976	(46,737)	169,239
	Net (from)/to Reserves 2024/25			

SUGGESTIONS FOR A DRAFT RESPONSE TO PLANNING APPLICATION P242783/O – LIDL DEVELOPMENT – meeting held 28 January 2025

Things to be considered when looking at this:

- Access
- Vehicle Movements
- Need/requirement for additional convenience and comparison retail
- The landscaping and layout
- Proposed blandishments in terms of nursery and medical centre
- Connectivity/sustainable links
- Sequential testing in terms of the location
- Probably worth requesting that the local authority have an independent retail impact assessment – as all that is currently available is what Lidl are saying and we are not really qualified to critique it in detail, there are some points that LTC can raise in relation to the retail needs assessment undertaken in 2022

It was noted that most of the support on the portal was in favour of the development.

Retail needs assessment

There are some points that could be considered in relation to this report.

- Aldi across the county is overtrading – this means that when they submit a planning application they provide details of their anticipated trading levels – in terms of this being a popular offer, people are clearly in favour of the cheap food model that Aldi provide
- There is currently only 1 Lidl store in Hereford, which is over trading at about 120% - there is another being developed in Belmont on old Three Counties site, therefore no trading figures for that
- Aldi store in Ledbury is significantly over trading
- However they do take trade from other supermarkets in town centre and the middle aisle does compete with other businesses in the town
- The needs assessment carried out by Herefordshire Council in 2022 states that as far as comparison goods are concerned over the last 10 years (2012-2022) Ledbury has had a drop (page no. 50 table 7.3)

Overall as council need to raise questions and areas of potential concern. There is a trend in the evidence-based document that in the last 10 years as a consequence of Aldi coming in and a change in peoples shopping habits, there has been a downturn in the overall turnover of comparison goods business and also the convenience businesses, then footfall for the town centre matters. It makes the town feel busy and vibrant and lived in and people going to the local coffee shops and cafes do go to other shops in the town, it is not entirely reliant on tourist trade. Need to recognise that we have a fantastic High Street and be mindful of the impact that it has, as well as the impact on out-of-town supermarkets.

Tesco doesn't have a problem however Co-op are under trading significantly, but lots of people park in Co-op and walk into town. They are a vital part of the town centre. People who go to Aldi don't tend to walk or drive into the town centre from there and the likelihood would be that they wouldn't do it from Lidl either. The general point about linked trips would be a concern that this site would not be one to drive or encourage linked trips.

- It was also felt to be significant to note that Aldi made a significant contribution to enhancement of the public realm in the town centre which was spent on St Katherine's Square
- Ledbury comparison goods market share has dropped by 5% over last 10-years as opposed to other town centres in the county – we are going in the wrong direction – worrying statistic and it will in part be as a result of the reduced footfall in the town centre
- Underneath that there are ups and downs in relation to overall comparison goods – clothing and footwear Ledbury is up, books and CD's dangerously down (21% drop) – this could be as a result of Tesco's no longer selling these items, Small household goods market up by 3% (Ross up by 33%), Chemist goods market down 24%.

Across the board generally there are some big drops, much of this is due to a change in shopping habits. However, in terms of preserving the town centre a further middle aisle is a matter of concern and need to flag that across the board there is retail evidence that Ledbury has had a drop and that this is significant in some segments of the market and this is of concern, in the context that this is another cheap goods provider.

As far as the food stuff is concerned (Page 62) there is a quantitative need for convenience store floor space in Herefordshire by Settlement and Ledbury is sandwich in the middle of the table. Basically it is saying the minimum that we could take as of now is 700 sqm and the maximum of 1100 sqm, but in 2041 it is only a further 200 sqm that is identified as being needed. The application is looking at taking the absolute maximum that we could take now and even so 200 sqm more than the lowest assessment in 2041. Basically looking to soak up any scope for growth in retail and convenience with the store now.

In terms of the pace of growth, there is a question to ask whether it is needed now, or would this be preferred 10-years down the line when the town is built out a bit more and the local income has grown as a consequence of people coming to Ledbury. However, against that we have the fact that Aldi is overtrading at the moment and there is legitimately some scope of overtrading at Tesco's to slide Lidl's way and that would be as a consequence of providing more choice.

Need to recognise that there is scope in the existing market for people to change where they choose to shop and for it not to be damaging to those two stores, but that it would be quite damaging to the Co-op, which is a valid point

to make as there is concern for the impact on the town centre were Co-op to be significantly affected by the development coming forward.

It is fair for council to acknowledge that there seems to be scope for trade to slide within the exiting provider market.

It was recognised that this application is not just about the additional of a Lidl store, that the Nursery and Medical Centre were secondary to this development. It was noted that some of the people in support of the application were in favour of the additional offerings and not so concerned about the additional food store.

Concerns were raised about the provision of a second GP practice being located on this site, recognising that the edge of the town is not the right place for this, and it was not supported by the NDP.

It was noted that conversations had previously occurred in respect of a joint blue light site out of the town.

- Recognised that there is no other sequential testing point of view to look at.
- Should be seeking mitigation and making a case for a significant sum from Lidl for Public Realm enhancements in the town centre to off-set the inevitable effect in town centre shopping that their store would bring. There is a precedence here with Aldi.
- There are likely to be significant vehicle movements as a result of the overtrading of Lidl in the county, also at peak travel times to drop off and pick up at the Nursery and for the health centre were it to happen. The increased vehicle movements in relation to Lidl are significant enough to raise due to the site location.
- Can raise concerns about access and increased vehicle movements as a consequence of that
- Landscaping – creating some kind of barrier between the store and the residential houses on the Barratts development for noise from delivery bays and air conditioning systems.
- Raise queries about sight lines and visibility in the proximity of the blind summit re vehicle movements as a result of possible over-trading.
- Need to establish the length of the hedgerow to be removed to provide visibility in both directions
- People are more likely to drive to the store from the adjacent estate – appears to be no pedestrian entrance – consider foot and cycle access- Active travel
- Should be access directly into the housing development from the site
- Consider limitations on timings of deliveries and noise pollution
- Lighting and light pollution
- NDP refers to keeping health care facilities in the town centre

Need to understand that can only consider the application that is in front of Council.

Summary of points to be included in the final response:

- Want S106 investment in the public realm similar to that of Aldi
- Don't support health care provision at an out-of-town site – it doesn't make sense for a health care centre out of town at this location – current practice would prefer to grow in the town centre – important that medical facilities remain in town centre
- Railway nursery has closed and there is a shortfall of provision in the county of nursery spaces – convenient to have next to residential site
- Sustainable transport links are inadequate
- Cllr Harvey to provide stats for retail needs assessment
- No suitable site closer to town centre to consider
- Possible sequential testing on Co-op site
- Request independent Retail Impact Assessment

Notes to be provided to full council at its meeting on 13 February, with a view to response being provided to planners on 14 February 2025 as per extension provided.