



LEDBURY TOWN COUNCIL

TOWN COUNCIL OFFICES, CHURCH STREET, LEDBURY

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17 January 2025

Dear Councillor

You are summoned to attend a meeting of **LEDBURY TOWN COUNCIL** to be held on **Thursday, 23 January 2025 at 7.00 pm** in the **Town Council Offices, Church Lane, Ledbury** for the purpose of transacting the business shown in the agenda below.

Yours faithfully

Angela Price PSLCC, AICCM, MIWFM
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 or broadcast must respect the rights of other people attending under the Data Protection Act (GDPR) 2018

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. **To note the 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 9 January 2025** (Pages 2806 - 2816)
5. **To receive and note the action sheet** (Pages 2817 - 2826)
6. **Ward Councillor Reports** (To Follow)
7. **Mayors Communications**
8. **To consider questions/comments from members of the public in accordance with the provisions of Standing Orders 3(e) and 3(f)**

“Members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda. The period of time designated for public participation at a meeting shall not exceed 15 minutes unless directed by the Chairman of the meeting”

9. **To receive motions presented by Councillors in accordance with Standing Order 9**

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

That the decision taken on 1 August 2024 by minute C528 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”

FINANCE

10. **To approve Invoices for payment – January (Final)** (To follow)
11. **To confirm verification of bank statements and reconciliations for September and November 2024** (Verbal)
12. **Market Stall Electricity** (To follow)

GOVERNANCE

13. **To review and approve Checklist Processes** (To follow)

- i. Post meeting Checklist
- ii. Checklist for dealing with invoices for payment

14. **Code of Conduct** (Oral Report)

PLANNING, ECONOMY & TOURISM

15. **To consider Planning Consultations** (Pages 2827 - 2828)

16. **Recommendation from Major Planning Applications Task & Finish in respect of planning application 242783** (To Follow)

17. **To receive and note planning decisions** (Pages 2829 - 2832)

18. **Response from Al Braitwaite to Full Council minute no. C573 of Council held on 12 December 2024** (Pages 2833 - 2836)

19. **Minutes of a meeting of TEMAP held on 18 December 2024** (Pages 2837 - 2840)

ENVIRONMENT AND LEISURE

20. **To consider request from Chair of Climate Change Working Party** (Page 2841 - 2846)

21. **To receive and note minutes of meeting to discuss VE/VJ Day 2025 and to consider any recommendation therein** (Pages 2847 - 2848)

22. **Requests from Community Engagement Officer** (Pages 2849 - 2854)

- i. Rebranding of Ledbury's World Book Day event
- ii. Great Big Green Week and Community Day

GENERAL

23. **Outside Bodies**

- i. **Minutes of a meeting of the Malvern Hills National Landscape Joint Advisory Committee held on 15 November 2024 - [Agenda for Malvern Hills National Landscape Joint Advisory Committee on Friday, 15th November, 2024, 10.00 am - Worcestershire County Council](#)**

24. **Baton of Hope** (Pages 2855 - 2856)

25. **Response received from Hereford City Council in respect of CCTV costs** (Page 2857)

26. Date of next meeting

To note that the next meeting of Council is scheduled for 6 February 2025

27. 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.

28. To consider extension to current grounds contract

(Pages 2858 - 2859)

29. Nominations for Distinguished Citizen of the Year Award

(Pages 2860 - 2863)

30. To receive recommendation from the Resources Committee

(To follow)

**Distribution: - Full agenda reports to all Councillors (10)
Plus file copy**

**Agenda reports excluding Confidential items to:
Local Press (1)
Library (1)
Police (1)**

**MINUTES OF A MEETING OF FULL COUNCIL
HELD ON 9 JANUARY 2025**

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

ALSO PRESENT: Angela Price – Town Clerk
Councillor Peberdy – Ledbury West Ward Councillor

The Mayor welcomed Councillor Browning to the Council, and also Emma Clowsley, the newly appointed Masefield Matters Project Coordinator.

C577. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Bradford and Hughes. Councillor Howells' apologies were received as per his request for 6-months dispensation.

C578. DECLARATIONS OF INTEREST

None received.

C579. TO NOTE THE NOLAN PRINCIPLES

RESOLVED:

That the Nolan Principles be received and noted.

C580. TO APPROVE AND SIGN AS A CORRECT RECORD THE MINUTES OF A MEETING OF COUNCIL HELD ON 12 DECEMBER 2024

RESOLVED:

That the minutes of the meeting of Council held on 12 December 2024 be approved and signed as a correct record.

C581. TO RECEIVE AND NOTE THE ACTION SHEET

The Clerk provided updates on a number of points within the Action Sheet.

RESOLVED:

That the action sheet be received and noted.

C582. MAYOR'S COMMUNICATIONS

The Mayor advised that he sends a short letter to the Ledbury Focus bi-monthly and that his next contribution will be about Ledbury Life over the next three years, which included the Masefield Matter project and the 80th Celebrations of VE and VJ Day which will take place in 2025. He advised that there was a committee working with the British Legion and Church and reviewing what is likely to happen nationally for both of these events, and that it has been agreed that equal providence be given to both dates.

The Mayor also referred to the work that has been done to the Committee Structure by Resources members stating that he is hopeful that this work will be coming to fruition in the not-too-distant future.

RESOLVED:

That the Mayor write to the Ledbury Brass Band congratulating and thanking them for their efforts in Ledbury and Herefordshire and that an item be included in the Council's Newsletter.

C583. TO CONSIDER QUESTIONS/COMMENTS FROM MEMBERS OF THE PUBLIC IN ACCORDANCE WITH THE PROVISIONS OF STANDING ORDERS 3(e) and 3(f)

None received.

C584. TO RECEIVE MOTIONS PRESENTED BY COUNCILLORS IN ACCORDANCE WITH STANDING ORDER 9

None received.

C585. TO APPROVE INVOICES FOR PAYMENT – JANUARY (INTERIM)

RESOLVED:

- 1. That Council Monitor on staff training and consider a virement at year end from Councillor Training 225/4525.**
- 2. That Council Monitor overspend on professional services and consider and identify virement at year end.**
- 3. That £587.00 be transferred from EMR 330 CCTV to create new line in 2024//25 budget for maintenance of CCTV located at the Recreation Ground.**
- 4. That funds be allocated in the 2025/26 budgets for annual servicing of the CCTV located at the Recreation Ground.**

5. That a training plan for 2025/26 be prepared for consideration as part of the budget setting process.
6. That a list of training taken in 2024/25 be provided to Members.
7. That the Clerk provide details of the Warning sign listed within the payments list.
8. That the invoices for payment be approved in the sum of £10,405.19 plus VAT.

C586. TO CONFIRM VERIFICATION OF BANK STATEMENTS AND RECONCILIATIONS FOR AUGUST – NOVEMBER 2024

Councillor Newsham advised that he had verified the bank statements and reconciliations for August and October. However, he advised that there was an issue with the September reconciliation which an update from Rialtas was awaited and that the November reconciliation had not yet been completed.

RESOLVED:

1. To note that the bank statements and reconciliations for August and October have been verified.
2. That the verification of the bank statements and reconciliations for September and November be referred back to the next meeting of Council.

C587. 2024/25 INCOME/EXPENDITURE IN RESPECT OF MARKET STALL ELECTRICITY

Members were provided with a breakdown of the income/expenditure in respect of the market stall electricity to allow Members to give consideration to a potential increase in charges.

RESOLVED:

That the report be deferred to the next meeting of Council whereby the Clerk be asked to provide an in principal rate for use of electricity facilities that recovers the average cost of the hook ups over the last 12-months

C588. REQUEST FOR MANDATE FOR CLERK ATTENDING CONNECTED COMMUNITIES SCRUTINY COMMITTEE ON 15 JANUARY 2025

The Clerk advised that she had been invited to attend a meeting of the Connected Communities Scrutiny Committee to give feedback on how they can support the development and delivery of the plans as best it

can and asked that Council provide a mandate for her to provide a response on issues on behalf of Ledbury Town Council at that meeting.

RESOLVED:

1. That the Clerk be given a mandate to respond on the following points on behalf of Ledbury Town Council:
 - Communication – whilst Ward Councillors have advised that there is progress being made on a number of the projects considered via the Market Towns Improvement Plan, there are no updates being provided;
 - Delivery Plan on what resources are to be deployed to help deliver the projects – although the plans have been developed in conjunction with the Town Council and other stakeholders, they are owned by Herefordshire Council and not for the Town Council’s to deliver;
 - Provide understanding on what Herefordshire Council are doing to deliver the projects and how the Town Council can usefully do to help the delivery;
 - Where in the County Council delivery plan is the delivery of the Economic Development Plans for the Market Towns actually being represented;
 - What progress is being made in respect of the Station Loop at Ledbury Train Station.
2. That a letter be sent to Dr Ellie Chowns, MP to request an update on the progress of the station loop at Ledbury Train Station.

C589. DRAFT ACTING-UP AND ADDITIONAL RESPONSIBILITY PAYMENTS POLICY

RESOLVED:

1. That the Acting-Up and Additional Responsibility Payments Policy be approved subject to the following amendments:
 - i. Introduction – Paragraph 4 – “elevated grade be amended to read “current grade”.
 - ii. 4.2 Value of Payment – Partial Acting-Up – the last two sentences be amended to read as follows:

“The value of the payment will be determined by the Resources Committee.”
 - iii. That the document be consistent with reference to the Resources Committee.

- iv. **9 Responsibilities – 3rd bullet point remove the word “gender”.**
 - v. **11 Related Documents - Remove reference to “Trafford Pay Policy”.**
2. **That following the above amendments the flow diagram be checked to ensure its compatibility with the amendments.**
 3. **That once the amendments have been made the final document be sent to Unions for their input.**

C590. TO REVIEW AND APPROVE CHECKLIST PROCESSES

RESOLVED:

That this item be deferred to allow Councillor Harvey to meet with the Clerk to review the checklists.

C591. TO CONSIDER PLANNING CONSULTATIONS

- i. Application No. 241791 – Proposed detached two storey dwelling with frontage parking – Land at 23 Homend Crescent, Ledbury, Herefordshire, HR8 1AL

RESOLVED:

No objection

- ii. Application No. 242783 – A hybrid planning application for full planning permission for the erection of a Day Nursery (Use Class E(f)) and Food store (Use Class E(a)) including access, car parking, landscaping, and associated work; & an application for outline planning permission for the erection of a medial centre (Sue Clas E(e)), with access to be determined and all other matters reserved – Land South of Leadon Way (A417) and East of Dymock Road(B4216) Ledbury, Herefordshire.

The Clerk advised Members that Lidl had requested a meeting with Ledbury Town Council in respect of this application.

RESOLVED:

1. **That the Major Planning Applications Task and Finish Group be set up to consider this application and that the following points be considered at that meeting:**
 - **Retail Impact Assessment and future retail needs of Ledbury Town Council**

- **Consideration of the revised plans in relation to their original application**

2. That the request for Lidl to meet with Council be considered at the Major Planning Application Task & Finish Group.

iii. Application No. 242890 - Proposed conservatory to rear of bungalow – 5 Woodfield Road, Ledbury, Herefordshire, HR8 2XJ

RESOLVED:

No objection.

iv. Application No. 242956 – Proposed damp proofing to be applied to masonry walls with internal finish being re-applied in a like for like manner – 82 The Homend, Ledbury, Herefordshire. HR8 1BX

RESOLVED:

No objection

v. Application No. 243021 – New refurbished external fascia, new TSB canister sign mounted externally over the entrance door, TB web sign, vinyl to window and refurbished “like for like” projecting sign – The Homend, Ledbury, Herefordshire, HR8 1BN

RESOLVED:

No objection

v. Application No. 243121 – Proposed ground floor rear extension – 58 Bridge Street, Ledbury, Herefordshire, HR8 2AH

RESOLVED:

No objection

C592. TO RECEIVE AND NOTE PLANNING DECISIONS

RESOLVED:

That the planning decisions be received and noted.

C593. TO RECEIVE AND NOTE THE END OF YEAR VISITOR NUMBERS FOR THE PAINTED ROOM BY MONTH AND DAY

1. That the end of year visitor numbers for the Painted Room be received and noted.
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.

C594. PRE-ORDER CONSULTATION – PROPOED PUBLIC FOOTPATH DIVERSION ORDER - FOOTPATH LR35 (PART) IN THE PARISH OF LEDBURY

RESOLVED:

No objection.

C595. REQUEST RECEIVED FROM LEDBURY RESIDENT REQUESTING PERMMISSION TO CARRY OUT WORKS TO TREE ON LEDBURY TOWN COUNCILLAND

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.
2. That a response be provided to the resident advising of the actions to be taken by Ledbury Town Council with a view to making the tree and surrounding area safe.
3. That the report include advice on the hedges on Deer Park.

C596. LEDBURY WAR MEMORIAL – INSPECTION AT END OF DEFENCTS PERIOD REPORT

RESOLVED:

That the report in respect of the final inspection of the War Memorial following refurbishment, be received and noted, noting that following the completion of the repairs a further update will be provided along with the relevant certification and retention payment invoice for approval.

C597. TO RECEIVE AND NOTE THE MINUTES OF A MEETING OF THE RESOURCES COMMITTEE HELD ON 5 DECEMBER 2024 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATION THEREIN

RESOLVED:

That the minutes of a meeting of the Resources Committee held on 5 December 2024 be received and noted.

C598. OUTSIDE BODIES

Councillor Kettle advised that the theme for Carnival in 2025 is "Wonders of the World".

RESOLVED:

That the notes of a meeting of the Ledbury Carnival Association held on 27 November 2024.

C599. DATE OF NEXT MEETING

RESOLVED:

To note that the next meeting of Council is scheduled for 23 January 2025.

C600. 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.

C601. CONSIDERATION OF PURCHASING AN ELECTRICALLY ASSISTED PEDAL CYCLE

RESOLVED:

- 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.**
- 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.**

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.

C602. HEALTH & SAFETY SUPPORT PROVISION

RESOLVED:

That a contract for the provision of Health & Safety Support Services be entered into with company no. 1 for a period of 60-months at a cost of £170.71 per annum.

C603. QUOTES RECEIVED IN RESPECT OF NEW HANGING BASKET CONTRACT

RESOLVED:

That the Yard House be appointed to provide 136 planted hanging baskets as part of Ledbury in Bloom for a period of 3-years at a cost of £3,528 per annum.

C604. POTENTIAL GDPR BREACH

The Clerk advised Members that concerns had been raised with her in respect of a potential GDPR Breach within Ledbury Town Council. The Clerk advised that she had discussed the concerns with the Information Commissioner's Office and that the advice received was that neither of the two issues raised constituted a GDPR breach.

RESOLVED:

That the update provided by the Clerk in respect of a potential GDPR Breach be received and noted.

The meeting ended at 8.9 pm.

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	Draft ToR prepared and included on January agenda - meeting to be arranged following full council
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		Update awaited from CEO	In progress
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(2)	That a checklist detailing the process of dealing with invoices through to the payment process be drafted and submitted to the next meeting of council	AC	20.12.2024	to be included on agenda for 09.01.2025 meeting - TCEH to meet to review and amended drafts to be submitted to future meeting of council	Completed	
C528(5)	That funds be transferred from EMR Listed Buildings to 202/4170 in the sum of £1,000	TC/AC	Dec-24	Accts Clerk to make movement expected to show in month 9 reports	Completed	
C528(7)	That £500 be transferred from GR via EMR in respect of anticipated expenditure in relation to the 6-month trial period in respect of Bye Street toilets.	TC/AC	Dec-24	Accts Clerk to make movement expected to show in month 9 reports	Completed	
C528(8)	That a budget of £1,000 be included in the 25/26 budget for Bye Street Toilets	TC/FP&GP	Dec-24		In progress	
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	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	In progress
FULL COUNCIL 12 December 2024					
C556(4)	That a budget line for gazebos be included in future budgets to cover costs of repairs and replacement parts	TC	Jan-25	To be included at budget setting process	Clerk and Chair of Finance to meet to prepare draft budget early Jan 2025
C556(5)	That the budget line for the annual service of the cemetery CCTV be increased to £100 in the 2025/26 budget	TC	Jan-25	To be included at budget setting process	Clerk and Chair of Finance to meet to prepare draft budget early Jan 2025
C558(2)	That future financial reports be accompanied with the report as previously agreed.	TC	Ongoing	To be included on all agendas where financial reports submitted	Ongoing
C558(3i)	i.101/4205 – Explanation to be provided as to why no expenditure has been assigned to this nominal code to date;	TC/AC	09.01.2025	AC reviewing to see if coded wrong and if so to journal	In progress
C558(3ii)	102/400 – clerk to check current out-turn in respect of staff salaries;	TC/AC	09.01.2025	This is due to employing cover for cemetery directy	Completed
C558(3iii)	102/4001 – Clerk to check what has been assigned to this nominal code;	TC/AC	09.01.2025	Awaiting information from AC anticipate it being available for meeting of 09.01.2025 - Cost of contractors	Completed

C558(3iv)	102/4227 – Clerk to provide explanation in respect of overspend.	TC/AC	09.01.2025	Awaiting information from AC anticipate it being available for meeting of 09.01.2025 - Cost of inspection work exceeded budget	Completed
C558(3i)	105/4000 – That the overspend in relation to this budget line be reviewed during the 2025/26 budget setting process.	TC / Council	Jan-25		In progress
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		In progress
C558(3i)	225/4502 Mayor's Advertising be investigated to establish why there is an overspend.	TC/AC	09.01.2025	Awaiting information from AC anticipate it being available for meeting of 09.01.2025 - Due to Ledbury's Got Talent event for last year's Mayor occurring in 2024/25 financial year	Completed
C559(2i)	What services are provided within the Insurance Cover that Council has additional cover for from other providers, to avoid overlaps, such as Parish On-Line.	TC	Jan-25	Confirmation received from insurance company in process of submitting claims where relevant	Completed
C5592(2ii)	That the Clerk contact the insurance company in respect of the replacement Tyre Swing at the Recreation Ground and the collapsed wall in the Church Yard.	TC	Jan-25	Insurance company confirmed that this would be deemed fair wear and tear, and therefore not something that could be claimed for.	completed

C559(2iii)	That the Clerk contact the Insurance Company to establish whether a claim can be made for additional staffing costs related to the absence of one of the senior officers when on long term sickness absence.	TC		Jan-25	Claim to be submitted	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	To be considered as part of budget setting process	In progress
C564(3)	That the Mayor write to the Ward Councillor to highlight lighting concerns at St Katherine's car park.	SC	?			In progress
C565(2)	That clarification be sought as to whether the opening hours within the application relate only to the month of December or whether this is all year round.	TC		Jan-25	awaiting response	In progress

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	Email to be sent	In progress	
C568(1)	That the Events Working Party not be disbanded, and that it continue with bi-monthly meetings.	Officers	Jan-25	Date for future meeting to be agreed following meeting with AB	completed	
C568(2)	That Councillors Morris and Hughes meet with Al Braithwaite to discuss what the issues with the Events Working Party continuing are.	Cllrs NM/MH	?	Date to be confirmed	In progress	
C573(6)	That clarification be sought in respect of whether previous designers have given permission for their designs of previous maps to be used.	TC	06.01.2025	AB/SM to be advised	Response to be provided to Council at meeting on 23.01.2025	
C573(7)	That clarification be sought in respect of where the copies of the map will be stored.	TC	06.01.2025	AB/SM to be advised	Response to be provided to Council at meeting on 23.01.2025	
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	In Progress	
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	In progress	

C585(4)	That funds be allocated in the 25/26 budgets for annual servicing of the CCTV located at the recreation ground	TC	Jan-25	In Progress	
C585(5)	That a training plan for 25/26 be prepared for consideration as part of the budget setting process	TC/DTC	Jan-25	In progress	
C585(6)	That a list of training taken in 24/25 be provided to Members	TC/Admin	Jan 25	In progress	
C585(7)	That the clerk provide details of the warnings	TC	10.01.2025	Completed	TC emailed Members to advise this related to Sign at Parkway
C587	That the report in respect of income/expenditure in relation to market electricity be deferred to the next meeting of council whereby the Clerk be asked to provide an in principal rate for use of electricity facilities that recovers the average cost of the hook ups over the last 12-months.	TC/AC	23.01.2025	Completed	To be included on agenda for 23.01.2025 on receipt of information from accounts clerk
C588	Clerk provided with list of items to raise on behalf of council (please see minutes)	TC	15.01.2025	Completed	Clerk attended meeting - notes of meeting to be provided to FC once received
C588	That a letter be sent to Dr Ellie Chowns MP to request an update on the progress of the station loop at Ledbury Train Station	TC	14.01.2025	Completed	Letter sent
C589	That the Acting Up/Additional Resp. policy be approved subject to amendments listed in minutes and copy sent to unions	TC	14.01.2025	completed	Amendments made and admin requested to put on website - copy sent to unions for comments

C590	Clerk and Cllr Harvey to meet to review check	TC/EH	17.01.2025	Amended versions to be provided to future meeting of council	Completed
C591(ii)	Major planning application Group to be stood up to consider application no. 242783	TC	TBC		In progress
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			In progress
C595(2)	That a response be provided to the resident advising of the actions to be taken by LLTC with a view to making the tree and surrounding area safe.	TC			In progress
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	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
C602	That a contract for the provision of Health & Safety Support Services be entered into with company no. 1 for a period of 60-months at a cost of £170.71 per annum.	TC	10.01.2024	All three companies advised of decision - contract documents signed between LTC and Worknest	Completed
C603	That the Yard House be appointed to provide 136 planted hanging baskets as part of Ledbury in Bloom for a period of 3-years at a cost of £3,528 per annum	TC	10.01.2025	Ledbury in Bloom and Yard House notified of decision	Completed

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Report prepared by Angela Price – Town Clerk

PLANNING CONSULTATIONS

Purpose of Report

The purpose of this report is to provide Members with a list of Planning Consultations received from Herefordshire Council.

Detailed Information

Below is a list of planning consultations received from Herefordshire Council for comment from Ledbury Town Council, as a Statutory Consultee.

	Application Number	Deadline for comments/ determination	Application details
1	250134	Deadline date for comments 12.02.2025 Target determination date 17.02.2025	T1 -Yew overhanging conservatory, reduce lateral branches overhanging conservatory roof by approximately 2 metres 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
2.	243014	Deadline date for comments 07.02.2025 Target determination date to be confirmed	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

3.*	243214	Deadline date for comments 07.02.2025 Target determination date to be confirmed	Proposed installation of new external CCTV cameras to Church Street and Church Lane elevations. Replacement of and improvements to existing internal CCTV installations. Installation of new grab rails to emergency exit door – Ledbury Town Council,, Church Lane, Ledbury, Herefordshire, HR8 1DL
4.*	243215	Deadline date for comments 07.02.2025 Target determination date to be confirmed	Proposed installation of new external CCTV cameras to Church Street and Church Lane elevations. Replacement of and improvements to existing internal CCTV installations. Installation of new grab rails to emergency exit door – Ledbury Town Council,, Church Lane, Ledbury, Herefordshire, HR8 1DL – LISTED BUILDING CONSENT

*Please note applications 243214 and 243215 are provided for information only, as there is a conflict of interest.

Recommendation

Members are requested to give consideration to the above planning consultations and provide relevant comments where applicable to be submitted to Herefordshire Council accordingly.

Planning Decisions Log

Planning App	Details	Case Officer	LTC's Recommendation	HFDS Decision
LTC MEETING 14 MARCH 2024				
240558	Addition of internal insulation to first floor external walls - Bishopsgate Cottage, 15 Cottage, 15 Bridge Street, Ledbury, Herefordshire, HR8 2AJ. LISTED BUILDING	EA	No objection	No decision
LTC MEETING 18 JULY 2024				
241353	Continued use of retail unit within Class E along with the ability to sell a wider range of retail goods; comprehensive refurbishment of the existing building and layout comprising: removal of external lobby; new shopfront/entrance feature, new fencing and gates to service yard, reconfigured external display area to create new holding area and additional car and cycle parking along with new sub-station, reconfiguration of parking along the storage frontage; and associated works – Homebase at Galebreaker House, New Mills Industrial Estate, Ledbury, Herefordshire, HR8 2SR	EA	That a response of no objection be submitted, noting that as this application is for continued use of a retail unit within Class E there are no planning reasons to object. However, a comment should be provided when responding that concerns were raised by Members in relation to the loss of a business such as Homebase and what it offers at a time when there are a number of new housing developments which would benefit from this type of store.	No decision

LTC MEETING 19 SEPTEMBER 2024			
240558	Re- Consultation: Addition of internal insulation to first floor external walls – Bishopsgate Cottage, 15 Bridge Street, Ledbury, Herefordshire, HR8 2AJ	EA	Deferred – abstention from Councillor Harvey
No Decision			
LTC MEETING 28 NOVEMBER 2024			
242550	Refurbishment works to an existing Gregg's shop including retaining existing shopfront and overhaul redecorating timber doors and frames. New internal wall, floor and ceiling finishes. New studwork partition walls, equipment such as display counters, fridges, freezers. No structural alterations – 2 High Street, Ledbury, Herefordshire, HR8 1DS	JE	No objection
Approved with conditions			
242714	Proposed two storey side extension – 19 The Langlands, Ledbury, Herefordshire, HR8 1BB	AM	No objection
Approved with conditions			
LTC MEETING 9 JANUARY 2025			
241791	Proposed detached two storey dwelling with frontage parking – Land at 23 Homend Crescent, Ledbury, Herefordshire, HR8 1AL	tbc	No objection
No decision			
242783	A hybrid planning application for full planning permission for the erection of a Day Nursery (Use Class E(f)) and Foodstore (Use Class E (a)) including access, car parking, landscaping and associated work; & an application for outline planning permission for the erection of a medical centre (Use Class E(e)), with access to be determined and all other matters reserved. – Land South of Leadon Way (A417) and East of Dymock Road (B4216) Ledbury, Herefordshire	OJ	Referred to Major Planning applications meeting
No decision			
242890	Proposed conservatory to rear of bungalow – 5 Woodfield Road, Ledbury, Herefordshire, HR8 2XJ	tbc	No objection
No decision			
242956	Proposed damp proofing to be applied to masonry walls with internal finish being re-applied in a like for like manner – 82 The Homend, Ledbury, Herefordshire, HR8 1BX	AM	No objection
No decision			
243021	New refurbished external fascia, new TSB canister sign mounted externally over the entrance door, TSB web sign, vinyl to window and refurbished 'like for like' projecting sign –	tbc	No objection
No decision			

	The Homend, Ledbury, Herefordshire, HR8 1BN			
243121	Proposed ground floor rear extension – 58 Bridge Street, Ledbury, Herefordshire, HR8 2AH	tbc	No objection	No decision

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RESPONSE FROM TEMAP CHAIR IN RESPONSE TO COUNCIL MINUTE NO. C573 – 12 DECEMBER 2024

Purpose of Report

The purpose of this report is to provide Members with a response from the Chair of the TEMAP Group in relation to requests for further information at a meeting of Council held on 12 December 2024 (minute no C573 refers)

Detailed Response

The following response and update has been received from the Chair of the TEMAP group:

"We are now getting on with procuring the work to get the guide underway. I will send you the wording for the orders and associated quotes to attach to the orders so there is clarity about what is being procured shortly. Depending on the feedback from these points, you/I may need to add wording.

A couple of things came to mind after our conversation and starting to get the procurement underway. I would be grateful to have the Council's clarity about the following:.

1. *The minutes state that they were "disappointed that a suggestion had been made not to consider a tear off map" and that they did not accept the recommendation not to proceed with a tear off map. We obviously didn't make it clear in the report that we had not just dismissed the concept but had discussed the issue with the tour manager community engagement officer (both of whom were in the meeting), and I believe, there was an acknowledgement that a folded version was more beneficial to the visitor. An important factor in it making the guide/map "user friendly", as they are the ultimate audience.*
 - *Our feedback and a request to reconsider this recommendation because:*
 - *we did consider the idea; the town tour guide was involved in the discussion, and she acknowledged that an A3 size map when given to visitors was subsequently folded up by the visitors.*
 - *there will be an additional design cost, and an additional print set up cost*
 - *visitors (end user) benefit could not found in providing only a fraction of information about the town when a pocket-sized guide provided full information.*
 - *in the case of visitors being given a tear off map and then collecting a full map/guide with full information, this would equate*

to wasting paper and not helping our carbon footprint and not an effective use of council resources.

- *If this requirement remains the final decision of the Council, the approved companies (for design & print) will be approached to give a price for the production of 2,000, single sided maps, based on the new map design being procured.*

I appreciate that this may need to go back to Council for further consideration, or you may advised differently obviously. In the mean time we will get on with the body of work required.

2. *The resolutions also raised an issue regarding whether previous designers had given their permission for their design of previous maps to be used.*

- *Our feedback for the Council is as follows:*
 - *The map design will be new. The previous map (red folded map) was put together around 10 (?) years ago, and so to have longevity with our new map over the next 5 to 10 years (just re-printing rather than redesign costs), we have allowed for a new map design. Also, the artwork of the new map/guide will be impacted/limited if the old map is used because of matching the new artwork to old, outdated style grey maps.*
 - *In terms of permission/approval for the old map. The map was commissioned during/after the Master's House renovations (10 years ago). It formed part of an initiative called 'Joined Up Heritage' which no longer exists, but the permissions/copyright of the map is in the ownership of the Friends of the Master's House. A request would have to go the Friends of the Master's House to ask if they grant their permission for its use - their next scheduled meeting is Thursday 7 February.*
- *As there is no use being made of the previous designs, then we believe no such permissions are necessary.*

3. *In relation to storage arrangements the following could be considered by the Council.*

- *Storage of the maps at the Council's facilities. The advantage of this approach is that the Council will always know the volume of maps and when a reprint would be required. The disadvantage of this is that it takes up space within confined areas and then there is staff costs for distributing them. Financially, it is better to deliver them (in the required volumes) to the end point establishments direct from the printers. To achieve this, there would need to be direction from the Council about who they want to supply the copies to and in what volumes. The Council would still need to hold a volume of guides back to manage future distributions.*
 - *A starting point for such distribution could be*

- *all of the tourist information centres/points in the county, plus others in neighbouring counties.*
- *All the key historic attractions (shown on the map/guide) and the traders. These historic sites may also be able to store a limited volume of boxed guides too.*
- *Key attractions in the area, Westons, Hellens, Eastnor and potentially further afield.*
- *Major hotels in the area and across the county boundaries - The Feathers, The Talbot, Holme Lacy, Malvern Hotels etc.*
- *In the original strategy document drafted by Penelope and the task and finish group, many local attractions/facilities were included so this could be a good place to look to create a distribution list. This may be something that the Community Engagement Officer could investigate.*
- *It may also be helpful to include such distribution arrangements in the order that is placed with the approved printing company, as they have allowed for only a single point drop -off. They, I'm sure would need to know the volumes and drop-off points, who have obviously agreed to receive them. There is likely to be a further cost for multi-distribution”*

Recommendation

That members receive and note the above information and provide a response in respect of the comments raised in relation to the potential additional costs in relation to tear off maps and delivery.

Notes of Scoping Meeting with TEMAP Project Board

18th December 2024.

Present:

Ledbury Town Council - Councillors Mal Hughes, Nick Morris, Angie Price

Project Advisors working with the Council: Al Braithwaite, Penelope Shaw (Both also Trustees of Ledbury Places)

Rose Regeneration: Ivan Annibal; Christian Dangerfield (Key contact), Ben Stephenson

Eighteen 73: Elizabeth Parbutt, Helen Bowden (Project Co-ordinator).

Herefordshire Council: Vinia Abesamis

Herefordshire County Bid/Visit Herefordshire: Daine Mansell

Notes:

1. Summary presentation of the aim of the project and the key deliverables.
 - a. Presentation needs to be circulated to all attendees.
 - b. A joint presentation by Rose Regeneration & Eighteen73, setting out the areas to be covered through the project including a business case to deliver the recommendations.
 - c. Discussion was far ranging and be addressed in the feasibility study report:
 - i. Digital offer and presence of Ledbury
 - ii. Vacant premises in the Hight Street & Homend
 - iii. Coach parking/facilities for the driver. *
 - iv. Relocation of the TIC service to the Master House and the associated cost impact; lack of dedicated TIC provision within the Town Council.
 - v. The retail challenges and impact of the market on the traders. Retailers need to be involved in the development of the Markets Strategy.
 - vi. To note that through the Town Council is due to commission a more up to date town map and guide which has been developed jointly with the Traders.
 - vii. To note that Ledbury Together members have been identified via BID. It is also noted that the document sent to Diane was from a Council Tourism Task & Finish Group which ceased in March 24. (Chaired by Penelope Shaw) and was not a final or approved document.

*The details of coach companies at the end of the document, were supplied by Penelope following extensive research.
 - d. Masefield Matters – An education programme over a 2-3 yr period, culminating in a memorial. Project co-ordinator appointed.
 - e. Information to be provided to Vinia to include:
 - i. Ledbury Tourism Framework
 - ii. Visitor numbers to heritage sites– over a 5-year period if possible.
 - iii. Increasing Tourism in Ledbury report to Council on 14th November 2024.

- iv. Ledbury Town Council's Events Calendar.
- f. Other actions to be taken forward through the project:
 - i. Consideration of empowering the High Street Rental Auctions law available to a Council to address vacant shop premises. (1 – 5 year repairing leases would be available).
 - ii. To discuss with Herefordshire Council Library Services the potential to “loan” the empty room for a TIC.
- g. All information to be sent to Vinia. Vinia to circulate 2 weekly meeting dates. Ledbury group to determine attendees at these meetings.

Minutes of the Scoping Meeting with TEMAP Project Board

Date: December 18, 2024

Present:

- **Ledbury Town Council:** Councillors Mal Hughes, Nick Morris, Angie Price (Clerk to Council)
- **Project Advisors:** Al Braithwaite, Penelope Shaw (Trustees of Ledbury Places)
- **Rose Regeneration:** Ivan Annibal, Christian Dangerfield (Key contact), Ben Stephenson
- **Eighteen 73:** Elizabeth Parbutt, Helen Bowden (Project Co-ordinator)
- **Herefordshire Council:** Vinia Abesamis
- **Herefordshire County Bid/Visit Herefordshire:** Daine Mansell

Summary of Discussion:

1. Project Overview and Key Deliverables:

- A joint presentation by Rose Regeneration & Eighteen73 outlined the project scope and deliverables, including a business case for recommendations.
- Key areas discussed:
 - Digital presence of Ledbury
 - Vacant premises on High Street & Homend
 - Coach parking and facilities for drivers
 - Relocation of the TIC service to the Master House and associated costs
 - Retail challenges and market impact on traders
 - Development of a new town map and guide in collaboration with traders
 - Identification of Ledbury Together members via BID

2. Key Points:

- **Independent Retailers:** High proportion of independent retailers is crucial to the town's offer.
- **Railway Station and Eastnor:** Importance highlighted, along with the need for coach parking and driver support.
- **Retail Association:** Understanding pressure on retailers.
- **High Street Vacancies:** Interest in high street auction agenda; very few vacancies.
- **Visitor Approach:** Integrated approach needed for all types of visitors.
- **Market and Retailers:** Important dynamic between market and retailers.
- **Tudor Building Agenda:** Resonance without replicating Stratford on Avon.
- **Market Officer:** Need for a dedicated role to enhance market offerings.
- **Visitor Attractions:** Tinsmiths and John Nash attract visitors; collateral and guides need updating.
- **Volunteers:** Key role in running building assets; Ledbury Places is a significant agenda.
- **Visit Herefordshire Website:** Presence of Ledbury.

- **STEAM Data:** References made but only available at a macro (Herefordshire) level
 - **Poetry Festival:** Valuable and growing; high street presence.
 - **Retail Offer:** Importance of scale and depth; market traders often close mid-afternoon.
 - **Visitor Stay:** Increase visitor stay and dwell time, including overnight stays.
 - **TIC Location:** Current location not ideal; discussions on moving to the Masters House.
 - **Masters House:** Library on the ground floor; office space empty for three years; potential for TIC relocation.
 - **Events Calendar:** Being developed by the Town Council.
 - **Key Opportunity Areas:** Masters House, St Katherine's Square, and St Katherine's Church.
 - **Branding Plan:** Coordination needed among traders.
 - **Stakeholder Engagement:** List to be circulated by Christian via Vinia.
 - **St Katherine's Square:** Issues with electricity supply and lighting; managed by the Town Council.
 - **Maesfield Matters:** Three-year educational programme involving a memorial; Project Coordinator starts on January 6th.
3. **Actions and Next Steps:**
- **Presentation Circulation:** Presentation to be circulated to all attendees.
 - **Information Sharing:** Information to be provided to Vinia, including:
 - Ledbury Tourism Framework
 - Visitor numbers to heritage sites over five years
 - Increasing Tourism in Ledbury report (November 14, 2024)
 - Ledbury Town Council's Events Calendar
 - **High Street Rental Auctions:** Consideration of empowering the law to address vacant shop premises.
 - **TIC Relocation:** Discussion with Herefordshire Council Library Services about loaning the empty room for a TIC.
 - **Meeting Schedule:** Vinia to circulate bi-weekly meeting dates; Ledbury group to determine attendees.

Meeting Participants:

- Ivan and Helen to synchronize fortnightly dates.
- Mobilization plan to be developed.

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Report prepared by Angela Price – Town Clerk

TO CONSIDER REQUEST FROM CHAIR OF CLIMATE CHANGE WORKING PARTY

Purpose of Report

The purpose of this report is to ask Members to give consideration to request received from the Chair of the Climate Change Working Party.

Detailed Information

The following request has been received from the Chair of the Climate Change Working Party:

“Paul Kinnaird has forwarded me the attached risk assessment from the Forest of Dean District Council. We would like to submit this for consideration by Full Council with a view to Ledbury considering doing something similar. This might be something the Council would like the Climate Change Working Party to consider, assuming that this working party is to continue and will at some point soon have another meeting.”

Recommendation

That Members give consideration to the request from the Chair of the Climate Change Working Party in respect of a Climate Risk Assessment for Ledbury Town Council.

INTRODUCTION

Newent is a small town in the Forest of Dean, Gloucestershire, with a population of around 6,700 people (ONS, 2021). Newent's population predominantly resides in rural areas.

Its economy centres on healthcare, retail, agriculture, education and construction.



To help quantify the level of climate risks for Newent, this climate risk summary uses the 2018 UK Climate Projections (**UKCP18**) to provide an up-to-date assessment of how the climate is expected to change in the future. Across the UK, and in Newent, the UK climate projections predict:

- Increased chance of **warmer, wetter winters** and **hotter, drier summers**.
- Likely increases in the intensity of short-period rainfall events, and increases in flood risk in all seasons.
- Record breaking hot summers and drought conditions are expected to become more common.

PRIORITY CHALLENGES FOR NEWENT

Specific impacts of climate change for Newent are likely to include:

HEALTH

Increased risk to vulnerable groups and ageing populations health from heat stress.



AGRICULTURE

Increased risk to agriculture (crops and livestock) from hotter, drier conditions.



HEAVY RAINFALL

Increased risk of river and surface water flooding from heavy rainfall events.



DRAINAGE

Increasing issues for urban drainage system causing disruption for urban areas of Newent.



INTERNATIONAL RISK

Global Impacts may cause disruption to food supply chains, with potential to cause local price rises and supply shortages.



SUBSIDENCE

Longer, drier summers and more frequent heat in the future could lead to an increase in subsidence to buildings.

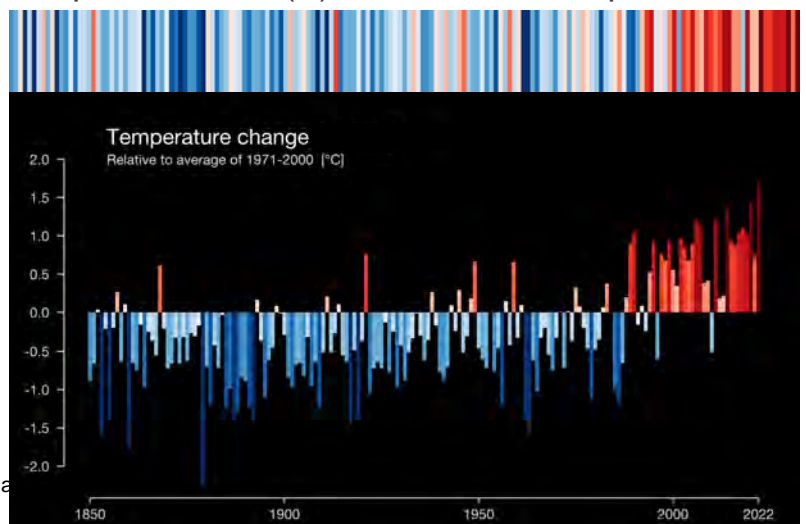


HISTORICAL TREND

How has Newent's Climate Changed?

The stripes show how temperatures local to Newent have changed from 1884 to 2022, with many of the hottest years occurring in the last few decades.

Temperature Difference (°C) Data: Had UK-Grid Concept: Ed Hawkins



How are climate change values determined?

This risk summary uses the latest Met Office UK Climate Projections (UKCP). More detail can be found on these here ([UKCP18 Science report](#)).

To show the amount of change for your location, we are presenting this in the form of a 'middle ground' estimate (the median climate change projection). The amount of change could be higher or lower than this, however.

We also show climate change estimates depending on two greenhouse gas emission scenarios: medium and high.

How might greenhouse gases affect the climate change estimates?

Our future climate is determined by ongoing and future greenhouse gas emissions, which are uncertain.

We have looked at two possible greenhouse gas emission scenarios – i.e. two possible climate futures. These align with those recommended by Climate Leadership Gloucestershire.

Medium - Global emissions are mitigated to varying levels.

- Under a medium emission scenario we would expect to reach a global temperature rise of between 2°C and 3°C.

High - Global emissions grow unmitigated.

- Under a high emission scenario we could reach 4.3°C global temperature rise by 2100.



HEADLINE UKCP18 RESULTS FOR NEWENT

RAINFALL

Winter rainfall increase is likely to lead increased river flooding. Summer/autumn rainfall is likely to increase surface water flood risk.



Drought conditions are also likely to increase, especially in summer.

COLD WEATHER

Cold weather is likely to decrease. Warming will increase average temperatures during winter months.



Despite a warmer winter trend, extreme cold/snow events are still possible.

HOT WEATHER

Hot weather is likely to increase.



There are implications for buildings (cooling and insulation) and human health.

HEATWAVE EVENTS


Heatwaves are likely to become more common.



In the future there are likely to be two to four times more heatwaves per year.


NEWENT: SECTOR CLIMATE RISK INDICATORS

The climate risk indicators below demonstrate potential climatic changes relevant to Newent.

 **Road melt risk**
Days with Tmax above 25°C


	2050	2070	2100
Medium	34	45	53
High	46	68	81

Local road users, during summer, will increasingly experience road melt disruption under both scenarios.

 **Heat Stress**
Days with shade Wet Bulb Globe Temperature (WBGT) above 25


	2050	2070	2100
Medium	0.93	2.0	3.2
High	2.3	6.7	11.4

Heat stress days will increase for both scenarios, causing issues for Newent's vulnerable populations.

 **Dairy cattle heat stress**
Days with a Temperature Humidity Index above 70.

	2050	2070	2100
Medium	21	34	44
High	35	60	75

Under both scenarios, local cattle will experience increased heat stress, reducing milk yield.

 **Growing Season length**
Length between start and end of growing season (Days)

	2050	2070	2100
Medium	272	281	284
High	281	297	303

Local growing season length under both scenarios will increase, causing variability for crop growth and yields.

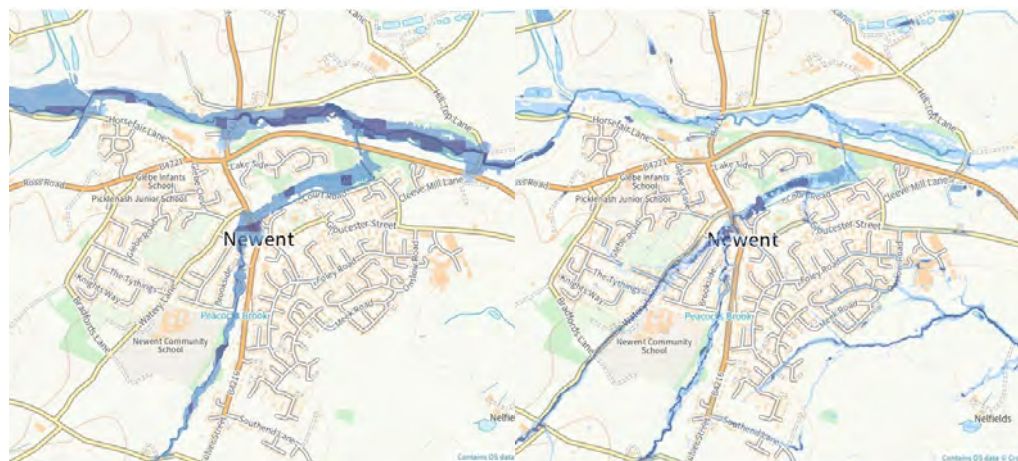
The above indicators were developed during the [UK Climate Resilience Programme](#) - funded by UK Research and Innovation and the Met Office (2023)

CURRENT AND FUTURE FLOODING

Some areas and locations in Newent are currently at risk from river and surface water flooding.

Environment Agency flood mapping (right) details key areas of current river (left) and surface water flooding (right) in Newent.

Extreme weather events, such as flooding are likely to occur more frequently in the future.



River flooding

● High ● Medium ● Low ○ Very low

Surface water flooding

The Environment Agency's website*, show increases of between 20% and 40% in rainfall intensity in the 2050s to 2070s and from approximately 20% to 95% in river flood flows in the 2050s to 2080s.

The ranges of change depend on the future time period and the relative magnitude of the flood event. The range also encompasses uncertainty in the projections from the climate models.

Higher increase values are less likely but plausible, and can be used for precautionary purposes.

*<https://www.gov.uk/guidance/flood-risk-assessments-climate-change-allowances>

APPENDIX: FULL UKCP18 RESULTS

In recognition of Climate Leadership Gloucestershire's adoption of the Climate Change Committees principles for good adaptation policy, we have included headline projections to help Newent Adapt to 2°C and assess the risks up to 4°C of warming.

Medium emissions scenario	2050s	2070s	2100
Annual Average temperature (°C change)	+1.3	+1.9	+2.3
Average Summer temperature (°C change)	+1.7	+2.7	+3.2
Average Winter temperature (°C change)	+1.1	+1.5	+1.7
Summer Rainfall (% change)	-14.5	-20.5	-24.3
Winter Rainfall (% change)	+7.7	+12.4	+14.9
Heatwave events (Events/year)	+2	+3	+3.7
High emissions scenario			
Annual Average temperature (°C change)	+2.0	+3.1	+3.8
Average Summer temperature (°C change)	+2.6	+4.3	+5.2
Average Winter temperature (°C change)	+1.6	+2.5	+2.9
Summer Rainfall (% change)	-19.8	-29.5	-36.2
Winter Rainfall (% change)	+11.7	+19.8	+24.5
Heatwave events (Events/year)	+3.1	+4.2	+4.5

Median values are given for projection results. Results are calculated as change from the baseline period: 1981-2000.

TERMINOLOGY

Adaptation	In human systems, the process of adjustment to actual or expected climate and its effects, in order to moderate harm or exploit beneficial opportunities.
Fluvial flooding	Fluvial flooding occurs when rivers and streams break their banks and water flows out onto the adjacent low-lying areas.
'Locked in' Climate Change	The Intergovernmental Panel on Climate Change (IPCC) has warned that even if effective mitigation for 1.5°C was put in place, damages stemming from climate change are not preventable, as there is a "locked-in" level of warming that is already causing unavoidable consequences.
Mitigation	A human intervention to reduce emissions or enhance the sinks of greenhouse gases.
Scenario	A projection of future emissions, either following assumed future emissions or consistent with a specific increase in global average temperature.
UKCP18	UK Climate Projections 2018

Meeting to discuss plans for the 80th Anniversary of the VE / VJ Event

(8 May 2025)

Tuesday, 3 December 2024 – Ledbury Town Council Offices

Present: Town Clerk, Community Engagement Officer, Mayor's Secretary, Mayor of Ledbury, Brenda Hill, Lloyd Meredith, Rev Keith Hilton-Turvey, Jennifer Harrison, Bill Mackenzie

Remembrance Day 2024 Feedback / Briefing

- There was a discussion that the Civic Party were stood too close the Almshouses, which meant that it was hard for people to see. This was a result of the parade being too close to the War Memorial which meant the Civic Party had to move along into two lines rather than one as planned.
- Jennifer Harrison informed members that she had received all positive feedback from members of the public regarding the event.
- It was noted that the position of the PA system needed to be checked next year for speakers, and that they need to speak of a louder level closer to the microphone to be heard clearer.

War Memorial Update

- The Clerk informed members that the council had taken a decision to follow advice that the War Memorial should no longer be cleaned using harsh chemicals which deteriorates the surface. This means that the War Memorial will start to show signs of ageing as all others do in local towns.
- The Clerk informed members that there will be a press release to inform the public of this information.

80th Anniversary of VE / VJ Day – Thursday, 8 May 2025

- Members were uncertain of whether an additional Bank Holiday would be in place for this celebration. Upon researching it was apparent that this is not going to happen.
- Rev Keith Hilton-Turvey to explore the option of having a Beacon on the Church Tower which could be lit at 9:30pm on the evening of Thursday, 8 May 2025 to follow suit with other local towns celebrating the occasion.
- An idea was discussed about encouraging local residents to organise their own street parties. The Clerk informed members that she could approach Council to ask for a street parties grant as done in the past.
- It was confirmed that there would be a short ceremony at the War Memorial on Thursday, 8 May 2025 to mark the date. This will take place around 6:00pm/6:30pm – details TBC.

- The Council will promote a window display competition for traders to take part in where 1st, 2nd and 3rd places will be awarded.
- The CEO informed members that's she could have some engagement with Ledbury Primary school to encourage them to take part in some activities in line with this event. i.e making hats etc
- The Mayor had the idea of acknowledging people who are '80 in May' and offer them some kind of 'freebie' at the event.
- It was confirmed that there would be one main event to celebrate VE & VJ day together. However, the Church will have special services that will take place on Sunday, 11 May 2025 @ 10:00am and Friday, 15 August 2025 @ 6:30pm.
- Ideas for an event to take place on the Recreation Ground on **Saturday, 3 May 2025** were as follows:
 - i. Fish and Chips in newspaper, supporting local Ledbury 'Chippies'
 - ii. Outdoor cinema showing a film that came out in 1945.
 - iii. Encourage people to bring their own picnics, blankets and chairs.
 - iv. Games for the community to take part in i.e LTC hoopla/jenga etc
 - v. Encourage members of the public to organise street parties over the Bank Holiday weekend.
 - vi. Creating an online poll for members of the public to vote for a film out of 3 options.
 - vii. The Clerk ask if the Council can purchase an 80th VE / VJ Anniversary Flag to be raised for the event.
 - viii. Ledbury in Bloom to be approached to ask if they can use the red, white and blue theme for the planters around town and that the hanging baskets compliment this.
 - ix. If a beacon can be placed on the Church Tower, ask local businesses to sponsor this.
 - x. Recruit a bag piper to play at 9:30pm when the beacon has been lit.
 - xi. John Masefield High School to be approached and asked if their auditorium can be provisionally booked as a back up location for the event in case of a bad weather forecast.

Date of Next Meeting

It was noted that the next meeting to discuss further details of the 80th Anniversary of the VE / VJ Day event take place on Tuesday, 14 January 2025 at 11:00am in the Town Council Offices.

FULL COUNCIL	23 JANUARY 2025	AGENDA ITEM: 22(i)
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Report prepared by Olivia Trueman – Community Engagement Officer

REBRANDING OF LEDBURY’S WORLD BOOK DAY EVENT

Purpose of Report

The purpose of this report is to ask Members to give consideration in respect of a possible rebranding off Ledbury’s World Book Day Event.

Detailed Information

Background

For the past three years, Ledbury Town Council has successfully hosted a free event to celebrate World Book Day, fostering community engagement and collaboration with local schools, businesses, and community groups. The event has grown in popularity and scope each year, creating a vibrant platform for promoting reading and literature. In addition to its literary focus, the event has included activities like drama workshops, arts and crafts, and creative sessions to ensure inclusivity for families and individuals of all ages. For example, last year’s event featured Roald Dahl-themed workshops conducted by a theatre group, as well as book-character-inspired face painting.

Challenges with Hosting the Event on World Book Day

Despite its success, several challenges have emerged:

1. Timing and Budget Constraints:

- Hosting the event near the end of the financial year creates uncertainty about available funding, especially as the council often awaits confirmation of other funding applications, such as the Light Switch-On Event funding from Herefordshire Council.
- The February scheduling of the Mayor’s Event, *Ledbury’s Got Talent*, limits staff resources and preparation time.

2. Staffing and Organisational Pressure:

- The council supports eight regular events throughout the year but lacks a dedicated staff member to oversee events exclusively. This results in limited time for planning, securing funding, and coordinating resources for all events.

3. **Event Growth and Limited Capacity:**

- The increasing popularity of the World Book Day event has made it challenging to fit all activities into a single day. Expanding it over a weekend or a week could provide more opportunities for additional groups to participate and for activities to be more evenly distributed.

4. **Competing Events:**

- Other World Book Day celebrations across Herefordshire, including Hereford and Malvern have created competition for attendance and resources.

5. **Requests for Half-Term Events:**

- Families have expressed interest in having activities during the May half-term, similar to the Queen's Coronation celebrations in 2022 on the Recreation Ground. Currently, there are few family-oriented options during this period.

Proposal: Rebranding and Rescheduling the Event

It is proposed that the Town Council rebrand the event as “**Bookfest**” or something similar, and move it to the May half-term. This change would:

- Provide additional planning time, enabling the council to organise a larger-scale event with broader participation from businesses, community groups, and schools.
- Avoid competition with other World Book Day events in the region, ensuring greater visibility and attendance.
- Allow for the incorporation of a wider range of activities for all age groups, such as:
 - Reading clubs in local cafes.
 - Evening storytelling sessions (e.g., 16th Century Folk Tales) in the Painted Room.
 - Workshops, performances, and creative activities tailored for diverse audiences.
- Build momentum for the council's *Masefield Matters* project.

Integration with the Masefield Matters Project

The *Masefield Matters* Project Coordinator has expressed support for moving the event to May, aligning it with the project's timeline. This shift would allow:

- Coordination with the project team to incorporate themes celebrating John Masefield.
- Use of Heritage Lottery funding (subject to approval) to enhance the event.
- Collaboration with the project coordinator to create valuable and engaging activities for Ledbury.

Masefield Matters Project Coordinator:

I support the notion to move the World Book Day event to May. The Masefield Matters project can support this event, as it is within the project plan. We would like to incorporate John Masefield into this event, that would align with the project and moving it to May will give my team time to plan and prepare and for us to work with Olivia to produce something valuable and engaging for Ledbury.

Marketing and Awareness

To ensure a smooth transition, the council should launch a **Bookfest Campaign** during World Book Day in March. This campaign would inform the community about the new event date and highlight its expanded offerings. With two months of lead time, there will be ample opportunity to advertise and promote Bookfest.

Conclusion

By renaming and rescheduling the event, Ledbury Town Council can build on the success of the World Book Day celebrations, expand its reach, and create an annual event with greater community impact. The proposed changes offer a practical solution to the challenges identified while opening new opportunities for growth and engagement.

RECOMMENDATIONS

1. That Full Council give consideration to rebranding Ledbury’s World Book Day to Bookfest, and that the date be moved to May to take place in the half term week.
2. That the Council approve a budget for Bookfest, noting that £4,000 in total was spent on Ledbury’s World Book Day event in 2023/24 (£2,000 was from the UKSPF Funding)

FULL COUNCIL	23 JANUARY 2025	AGENDA ITEM: 22(ii)
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Report prepared by Olivia Trueman – Community Engagement Officer

GREAT BIG GREEN WEEK AND COMMUNITY DAY

Purpose of Report

The purpose of this report is to ask Members to give consideration to hiring an activity for the Great Big Green Week, to be featured during Community Day.

Detailed Information

Community Day has been a key event in Ledbury for the past 11 years, offering local community groups an annual opportunity to showcase their work, engage with residents, and encourage new participants to join their activities.

The event also serves as the kick-off for the Great Big Green Week, a Council-supported initiative promoting eco-friendly activities. Last year, the Council organised a photography competition and a willow weaving workshop, both funded through the Climate Change budget.

This year, the organisers of the Ledbury Community Group have asked for the Council's help to make the event more appealing to children and youth. Their aim is to create an unmissable experience that will draw in younger audiences. During a recent meeting, one idea was to hire the following entertainment options to captivate and inspire younger attendees while ensuring the event remains engaging for families as a whole.

A fool's Paradise 18 metres long whale

<https://www.foolsparadise.co.uk/companies/circorumbaba/thewhale/>

A show stopping centrepiece just washed ashore! This 18-metres long sperm whale is guaranteed to enchant as well as having a story to tell. Step inside its seaweed strewn belly and be told seafaring tales. There are two different brilliantly animated performances to choose from:

The children's show, **The Pirate's Misadventure**, in which a noisy fish wife will reveal the decorated seascape inside and introduce the audience to a shipwrecked pirate with a treasure tale to tell and a real live mermaid with an intriguing secret.

Plastic Ocean The audience are greeted by a cheerful Navigator character who invites them to step inside the Whale and experience a beautiful, funny and interactive show which will highlight the impact plastic has on our environment through a series of fun learning and theatrical experiences.

The Whale is a perfect centrepiece for all seaside, nautical or maritime themed events, as well as environmental or climate themed entertainment. Ideal for families, suitable for children aged 3+.

A challenge for Community Day has been that the community hall, while an ideal venue, has remained underutilised due to its distance from the town centre. However, introducing a major attraction like *The Whale* at the Recreation Ground, could draw in families and larger audiences, making the hall a vibrant space for hosting youth-focused groups such as the football club, Guides, and Scouts.

Financial Implications

To cost to put on this workshop and activity for the day be would be **£1,930 plus vat, plus accommodation of 3 rooms with breakfasts for the night of 6 June.**

There is £2,000 in the climate change working party budget.

RECOMMENDATIONS

1. That Council give consideration hiring the whale at £1,930 plus vat, plus accommodation of 3 rooms with breakfasts for the night of 6 June.
2. That Council agree to continue supporting Ledbury Community Day and use the £2,000 budget in the Climate Change Working Party to go towards events during the Great Big Green Week, which will include Ledbury Community Day.

FULL COUNCIL	23 JANUARY 2025	AGENDA ITEM: 24
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Report prepared by Angela Price – Town Clerk

BATON OF HOPE

Purpose of Report

The purpose of this report is to ask Members to consider whether they would wish to participate in the Baton of Hope event in October 2025.

Detailed Information

Below is content of an email received from Talk Community asking Parish Council's whether they would like to get involved with the Baton of Hope event in October 2025.

"We (Herefordshire Council/Public Health/Talk Community) have put in a bid and been successful to host the Baton of Hope 2025. It's coming to Herefordshire!!! The BoH is all about promoting good mental health, places/sources of support and preventing suicide. The baton itself is coming to us on 2nd October 2025.

[Baton of Hope | It's Time To Start The Conversation](#)

[The Baton of Hope Began Its Inaugural Tour of The UK](#)

We are wanting to get as many people and as much of Herefordshire involved as possible and was hoping that Ledbury Town Council might be interested in being part of it in some way. It is likely that, due to time constraints, the baton itself will be carried through Hereford City Centre, but we are wanting to ensure that the event reaches across Herefordshire and really don't want it being viewed as a 'Hereford' initiative. I would be really keen to get Ledbury involved if possible.

If you are interested, please let me know and I'll happily come and see you or arrange a Teams meeting (if that is more convenient) to talk about the Baton of Hope and to explore how you might like to be involved."

Recommendation

That Members consider whether they wish to be involved in the Baton of Hope event in October 2025 and if so ask the Clerk to meet with Talk Community to discuss this further and provide a report to a future meeting with more details of how the Town Council could get involved.



HEREFORD CITY COUNCIL

15 JAN 2025
25

The Mayor's Parlour
Town Hall
Hereford
HR1 2PJ

Telephone: 01432 260438
Fax: 01432 350745
Email: mayor@herefordcitycouncil.gov.uk

14th January 2025

Angela Price PSLCC, MICCM, MIWFM
Town Clerk
Ledbury Town Council
Church Street
Ledbury
HR8 1DH

Dear Angela

Thank you for your letter of 7th January 2025.

Hereford City Council believes that since CCTV is run and used by the Police, it is they that should pay for it through the Police and Crime Commissioner's precept, and not parish councils.

In 2023, we gave Herefordshire Council full notice of our intention to withdraw. That was ignored until the eleventh hour. We have already been asked to reconsider but Council endorsed fully the original decision.

We would encourage all parish councils to follow suit to ensure that the P&CC steps up and recognises his responsibility.

Kind regards.

Yours sincerely,

Councillor Kevin Tillett
The Right Worshipful, the Mayor of Hereford