

**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 providing 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.**

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 provided an overview as to why the decision had been taken to change the committee structure and the background behind the proposed changes to the future committee structure. She advised that there had been considerable work to the work programmes, but that it had been disappointing that very few Councillors had attended the workshop 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 increase 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 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 and the committee structure, as was be reinstated".

RESOLVED:



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.

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 advising that it 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 provide an initial offer limit in respect of possible compensation without prejudice and in full and final payment and a refund of fees



paid to the Council in respect of a complaint received, noting that there may be a counter claim in response to the offer.

2. That the Council grant delegated powers to the Resources Committee to consider a potential counter claim up to an agreed level, and that if any counter claim exceeds this amount the matter be brought back to Council for consideration.

The meeting ended at 9:27pm

Signed  Date 4/2/25