



# LEDBURY TOWN COUNCIL

TOWN COUNCIL OFFICES, CHURCH STREET, LEDBURY

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5 April 2024

Dear Councillor

You are summoned to attend a reconvened meeting of **LEDBURY TOWN COUNCIL** to be held on Wednesday, 10 April 2024 at 7.00 pm in the Town Council Offices, Church Lane, Ledbury for the purpose of transacting the business shown in the agenda below.

**Please ensure you bring the papers previously provided in respect of the remaining business of the Council meeting held on 28 March 2024.**

Yours faithfully

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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

## AGENDA

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)*

## GOVERNANCE

17. **New Model Contract of Employment for Local Councils**  
(Pages 1233 - 1248)

18. **Internal/External Audit** (Pages 1249 - 1250)

To receive and note the information received from PKF Littlejohn in respect of the 2023/24 AGAR submission

19. **Update on Committee Structure Task & Finish Group**  
(Verbal update)

20. **Member/staff protocol** (Pages 1251 - 1257)

## GENERAL

22. **Public Spaces Protection Order** (Pages 1262 - 1264)

23. **Officer Reports** (Pages 1265 - 1282)

- i. Town Clerk
- i. Deputy Clerk
- ii. Community Development Officer

24. **Outside Bodies** (Pages 1283 - 1294)

- i. Nomination of representative to HALC Executive Committee
- ii. Minutes of a meeting of Ledbury Strömstad Twinning Association held on 3 January 2024
- iii. Minutes of a meeting of Ledbury Carnival Association held on 7 February and 6 March 2024

25. **Date of next meeting**

To note that the next meeting of Council will be the Annual Council meeting scheduled for 9 May 2024

26. **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**

27. **Update on Herefordshire Council CCTV** (Pages 1295 - 1296)

28. **Update on Mortuary Lease** (Pages 1297 - 1298)

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