

LEDBURY TOWN COUNCIL

**MINUTES OF A MEETING OF THE GRANTS FUNDING WORKING PARTY HELD
ON 25 MAY 2022**

PRESENT: Councillors Howells, Hughes, and Morris

ALSO PRESENT: Angela Price - Town Clerk

25. ELECTION OF CHAIRPERSON FOR THE 2022/23 MUNICIPAL YEAR

RESOLVED:

That Councillor Hughes be elected as chair of the Grant Funding Working Party for the 2022/23 Municipal year.

26. APOLOGIES FOR ABSENCE

None received.

27. DECLARATIONS OF INTEREST

Councillor Morris declared an interest in Agenda Item 4, in respect of any discussion relating to the Bye Street Toilets.

28. TO APPROVE AND SIGN AS A CORRECT RECORD THE MINUTES OF A MEETING OF THE GRANTS FUNDING WORKING PARTY HELD ON 28 APRIL 2022

RESOLVED:

That the minutes of the meeting of the Grants Funding Working Party held on 28 April 2022 be approved and signed as a correct record.

29. UPDATE ON GREAT PLACES TO VISIT GRANT FUNDING

The Clerk provided an update on the status of all Great Places to Visit activities agreed with Herefordshire Council.

The Clerk advised that the tools that Sustainable Ledbury were proposing to purchase would be available to other groups within Ledbury and therefore would be stored in the lean-to at the rear of the Council offices and therefore it was likely that Sustainable Ledbury would now not need to purchase a shed for storage.

The Clerk advised that she had received correspondence from Sustainable Ledbury advising that they are not in a financial position to spend money that is being made available to them, prior to receiving the grant, and they had

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expressed concern at meeting the deadline dates if they were to request proforma invoices and had asked that a sum of £2,500 be made available to them in advance. The Chair considered it was a matter of judgement and felt that in this instance it would be acceptable to recommend to the Finance, Policy & General Purposes Committee that a sum of £2,500 be paid in advance.

The Clerk advised that a plaque had been made to be placed at the Masters House at the site of the newly planted trees, advising that they had been funded via The Welcome Back fund, and that the plaque would be funded from the £3,000 available to Herefordshire for the Masters House Project. The Clerk advised that to date she had not received any suggestions from Hereford Council as to how they would like to spend the remaining funds.

Bye Street Toilets – the Clerk advised that she and the Deputy Clerk had met with Councillor Harvey to discuss the works that the contractor had identified as being necessary. Councillor Harvey had disputed the works suggested by the contractor and it had been proposed that she meet with the contractor to discuss this further. However, it was agreed that the priority was to get the toilets open, and it had been agreed that the minor repairs are to be undertaken so that these can be opened to the public. Councillor Harvey also agreed that these could be opened to the public free of charge as soon as possible.

Dog Hill Woods – The Clerk advised that the Deputy Clerk is working on the provision of information boards and hopefully more information will be available at the next meeting.

Shop Front Improvement Grant – The Clerk provided an updated list of all the businesses who had applied for a Shop Front Improvement Grant. She advised that she had received correspondence from the Civic Society in respect of their contribution to the fund. She also advised that they had an issue with the colours that were being used by Spec Savers. The Clerk advised that they had indicated that they would be using the same colours as the building currently has, however the Civic Society had not been happy with this at the time of the original painting and therefore were still unhappy about the colour choice, as they do not believe it fits in with the location. Members felt that the colour scheme was acceptable as this would have had to have been approved by planning and heritage officers via a planning application in the first instance and therefore did not feel they could refuse on those grounds.

The Clerk advised that the Civic Society had asked how the funds would be paid to the businesses, suggesting that these should not be paid until works had been completed and invoices provided. Members felt that all businesses should be advised that they had been successful in being granted funding and that these would be paid upon receipt of invoices and evidence, such as photographs, that the work has been completed.

Members felt that as Hereford Council had offered an extension for the expenditure of the Great Places to Visit and the total of grants applied for to-date was less than the total sum put aside of £29,500, a further round of grants should be offered.

Jubilee event – The Clerk provided Members with a list of applications for Street Party grants for recommendation to the Finance, Policy & General Purposes Committee for approval. However, she did advise that there were three that needed additional consideration.

1. Ledbury Primary School – whilst this is a Jubilee party that is being held at the school, Members are requested to consider whether this application meets the criteria of a “Street Party.”
2. Coddington Parish Council – Members were requested to consider whether this could be awarded as it does not fall within the Ledbury Town Council Parish, and indeed they have their own Parish Council – Bosbury & Coddington Parish Council.
3. Members were requested to consider a late application for 50% of the grant award due to there only being a small number of residents in Plough Yard.

The Clerk advised that several items had been purchased via the fund which would be useful on all future council events such as Walkie Talkies and Hi Vis vests. Councillor Morris advised that he believed there had previously been a set of walkie talkies used on Community Day and that if these had been hired then it would be helpful to inform other groups in the town in the future.

The chair asked Members of the Working Party for their thoughts on how the potential underspend on this activity could be spent. The Clerk reminded Members that at the previous meeting some discussion had been held around providing support to the Poetry Festival for some music workshops for members of the public to participate in. However, the Clerk advised that no information had been received in respect of these workshops and it was agreed that the Chair would speak with Chloe Garner and provide feedback.

The Clerk also reminded Members about the discussion at the previous meeting to consider funding a feasibility study on no. 14 High Street, with a view to a compulsory purchase of the building. She advised that she had contacted Economy & Place Officers at Hereford Council to ask if that could be funded from surplus funds from the Great Places to Visit Fund and advised the outcome of that was still awaited and this also need to be considered at the Finance Committee/Full Council for approval.

Gazebo purchase – the Clerk advised that this activity was now completed.

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Tourist Information Centre – The Clerk

The Clerk advised that due to the work involved with the Jubilee weekend she had not yet had the opportunity to consider the job description and resources required for the Tourist Information Centre. She advised that staff were now being asked to record what people are calling into the offices for, so that it is possible to establish how many enquiries are received in respect of tourist related topics, following which a spreadsheet will be drawn up at the end of the tourist season.

RESOLVED:

1. That a **RECOMMENDATION** be submitted to the Finance, Policy & General Purposes Committee that a sum of £2,500 be paid in advance to Sustainable Ledbury to enable them to purchase gardening tools.
2. That it be noted that the plaque advising that the new trees had been purchased via the Welcome Back Fund would be funded from the Great Places to Visit allocation of £3,000.
3. That a **RECOMMENDATION** be submitted to the Finance, Policy & General Purposes Committee that the funds be paid to each business upon receipt of invoices and proof of works, such as photographs, prior to the end of June 2022.
4. That a second round of grants be offered to businesses who have not yet applied for a grant.
5. That the Civic Society be contacted to ask whether they would be willing to increase their contribution over and above the £5,000 originally offered, and if they decline it be made clear to applicants that the total grant on offer is no more than £750.
6. That the application from Ledbury Primary School be declined on the grounds that it is not a traditional street party.
7. That the application from Coddington Parish Council be declined on the grounds that it does not fall within the Parish of Ledbury.
8. That a grant of 50% be awarded to Plough Yard.
9. That the Chair meet with Chloe of the Poetry Festival to discuss the cost of an evening workshop for consideration from the Great Places to Visit fund.
10. That the Clerk follow up with Economy & Place Officers in respect of using funding for a feasibility study into no. 14 High Street.

11. That the Clerk arrange an extraordinary Resources Meeting to discuss the resources required for the Tourist Information Office to be located at the Council offices.

30. TO CONSIDER REQUEST RECEIVED FROM LEDBURY PLACES

Members were asked to give consideration to correspondence received from Ledbury Places in respect of funding for the upgrading of the lighting upstairs in the Old Grammar School (Heritage Centre). It was agreed that the Clerk should contact them and request information on costs for this project and that consideration be given to providing funding for this, subject to there being funding available.

RESOLVED:

That the Clerk contact Mark Waller and ask for information on costs for this project.

31. GWR Community Funding

Members were provided with information on the GWR Community Funding stream.

Members felt that this funding would be useful to carry out a feasibility study into the various options in relation to the access at the train station in Ledbury.

RESOLVED:

That a recommendation be made to Full Council that the Town Council apply for a grant towards a feasibility study into the various options in relation to the access at the Train Station in Ledbury.

32. **DATE OF NEXT MEETING**

RESOLVED:

That the Clerk will inform members of a future meeting date.

The meeting ended at 4.08 pm.

Signed

Malcolm Hughes

Date

6th July 2022

