

LEDBURY TOWN COUNCIL

MINUTES OF JOHN MASEFIELD MEMORIAL WORKING PARTY HELD ON FRIDAY, 17 FEBRUARY 2023

PRESENT: Councillors Morris
Non-Council - Caroline Magnus, Chris Noel, Charles Masefield -
John Masefield Society, Lesley Ingram,
Christine Tustin – Ledbury & District Civic Society; Ledbury
Places; Holly Welford

ALSO PRESENT: Angela Price –Town Clerk
Olivia Trueman – Community Development Officer
Emma Jackson – Community Development Officer (*Maternity
Cover*)

JM42 APOLOGIES FOR ABSENCE:

Apologies for absence were received from Councillors Chowns, Hughes,
and Beddoes-Davis. Chloe Garner, Dr Phillip Errington, Andy Collard
and Riah Pryor had also submitted their apologies.

JM43 DECLARATIONS OF INTEREST

No declarations of interest were received.

**JM44 ELECTION OF NON-COUNCIL MEMBERS TO THE WORKING
PARTY**

RESOLVED:

**Lesley Ingram be elected as a member of the John Masefield
Working Party.**

**JM45 TO APPROVE AND SIGN THE MINUTES OF THE MEETING OF THE
JOHN MASEFIELD WORKING PARTY HELD ON 13 JANUARY 2023**

It was noted that the spelling of Tim Keyes was incorrect throughout the
agenda.

Councillor Morris asked that the below alterations and additions, **in red**,
be made to the below minutes:

MINUTE NUMBER JM38:

(JM29 of the Action Sheet)

- I. Caroline Magnus advised that she has been discussing a memorial however as the project was still in the early stages, she did **not** wish to share the idea at this time.
- II. This is a set of simple wooden structures **that provide audio information about the Queenswood Trail when the handle is wound.**

However, it was suggested that the Working Party may wish to consider a completion date of summer 2028 **to recognise the 150th anniversary of John Masefield**, and that any future publicity would need to take this into consideration.

(JM30 of the Action Sheet)

- III. This will form part of **his 50th** anniversary celebrations.

MINUTE NUMBER JM39:

- IV. Caroline Magnus advised that this had been raised with the society and advised that in principle this could be possible, **but only with outside help.**

Councillor Morris provided Holly with a brief overview of the John Masefield Project, including the proposal of raising £100k to create a memorial of the late John Masefield. He went onto explain that the monies would need to be deposited into an account which will be managed by the John Masefield Society, however it was made clear that they would like help with governance.

Holly agreed to work with the John Masefield Society and explained that her role would include managing governance and keeping a cost ledger. It was also agreed that the Town Council would become an institutional member of the John Masefield Society and that Holly would be elected as a representative along with another councillor from Ledbury Council.

RESOLVED:

1. **That the minutes of the meeting of The John Masefield Working Party held on 13 January 2023 be approved and signed with the above alterations and additions.**
2. **That a recommendation be submitted to a meeting of Council that Ledbury Town Council become a member of the John Masefield Society, with two representatives, namely, the Town Clerk and the Chair of the John Masefield Memorial Working Party (currently Councillor Morris), noting that substitutes can be provided if the representatives are able to attend.**

JM46 ACTION SHEET

The Chair guided the Working Party through the Action Sheet, inviting comment and feedback from all members of the group.

Members discussed possible dates for the big launch and agreed on Thursday, 1 June 2023 to recognise the 150th birthday of John Masefield. It was agreed that the project manager would contact the Deputy Head at John Masefield High School to discuss how the students and school could be involved with the launch.

Emma Jackson advised members that the schools would be on half term during 29 May - 2 June which could work in the council's favour. The Clerk advised members that she would ask the Project Manger to liaise with John Masefield as soon as possible.

RESOLVED:

That the Action Sheet be received and noted.

JM47 PROJECT TIMELINE

Members were provided with an updated project timeline, however due to the size there were difficulties reading the document. The Town Clerk advised members that she would speak with the new Project Manager and ask that the timeline be enlarged to make it easier to read when printed.

RESOLVED:

That the Project Timeline be received and noted, noting that the Project Manager will enlarge the document for the next meeting.

JM48 UPDATE ON RECRUITMENT OF PROJECT MANAGER

Councillor Morris advised members that the council had received six strong applications for the role of Project Manager. However, it was agreed that the position would be offered to Riah Pryor based on her experience and aptitude for the job.

The Clerk advised members that Riah was currently out of the country and therefore had submitted her apologies for the meeting. It was agreed that upon her return, she would meet with the Clerk and Councillor Morris to have a tour of the town and go through the next stages of the memorial project.

RESOLVED:

That the update on the recruitment of the Project Manager be received and noted.

JM49 TO GIVE CONSIDERATION TO PROJECT LAUNCH JUNE 2023

The Clerk provided members with correspondence that she had received from the Two-Faced Dance Company following the meeting with Councillor Morris and the CDO. The document provided a proposal of how the company could help launch the John Masefield Memorial Project and the costs and work that would be involved.

RESOLVED:

That the Project Manger contact the Deputy Head, Andy Collard, to confirm whether the John Masefield Memorial Launch could be held in the school on Thursday, 1 June, and confirm the schools involvement.

JM50 DATE OF NEXT MEETING

RESOLVED:

That the next meeting of the John Masefield Memorial Working Party be held on Friday, 31 March at 2.00 pm.

The meeting ended at 3.00 pm.

Signed Date