

**LEDBURY TOWN COUNCIL
MINUTES OF AN EXTRAORDINARY MEETING OF FULL COUNCIL
HELD ON 6 SEPTEMBER 2023**

PRESENT: Councillors Bradford, Eakin, Furlonger, Howells, Hughes, l'Anson (Town Mayor), McAll and Morris

ALSO PRESENT: Angela Price -Town Clerk

C87. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Harvey.

C88. DECLARATIONS OF INTEREST

None received.

C89. TO APPROVE AND SIGN AS A CORRECT RECORD THE MINUTES OF AN EXTRAORDINARY MEETING OF COUNCIL HELD ON 3 AUGUST 2023

RESOLVED:

That the minutes of the extraordinary meeting held on 3 August 2023 be approved and signed as a correct record, subject to the following amendment:

Minute no. C81(ii)(a) – the cost of the Internal Auditor be amended to read “£1,382.50 for 3.5 days”.

C90. TO RECEIVE AND NOTE THE MINUTES OF A MEETING OF THE RESOURCES COMMITTEE HELD ON 31 AUGUST 2023 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN

RESOLVED:

1. That the minutes of the Resources Committee be received and noted, subject to the following amendments:
 - a. That all references to “Mr Sinclair” within the minutes be amended to read “Councillor Sinclair”.
 - b. Minute no. 17(2) the date of the meeting of the September Council meeting be amended to read “28 September.
2. That the Mayor be instructed to write to Councillor Sinclair insisting that the matter appertaining to Councillor Sinclair’s allegations and assertions in respect of the War Memorial is closed between

himself and the Council and that any further allegations or accusations against staff or Councillors should be directed to the Monitoring Officer.

3. That if no acknowledgement is received from Councillor Sinclair within 14-days of the Mayors letter requesting he apologise to the Clerk and Councillor, and no action is taken to provide the appropriate apologies to the Clerk or Councillors within the 14-days, the Mayor instruct the Council's Solicitor5s to proceed with a Cease and Desist letter.

C91. TO CONSIDER THE FINAL LIST OF THE LEDBURY MARKET TOWN FUND UPDATE FROM BBLP FOR 2023/24

Members were requested to give consideration to the final list provided by BBLP in respect of the Market Town Fund for 2023/24.

Concerns were raised by Members in respect of the decision taken and reasons given by BBLP and Herefordshire Council not to carry out the works to much needed drainage works and resurfacing on the PROW at The Homend and Robinsons Meadow.

RESOLVED:

That the schedule of projects to be undertaken via the Market Town Fund 2023/24 not be accepted, and that the Clerk be instructed to seek further information as to how and why the decision to not proceed with the works to the drainage and resurfacing at the PROW at The Homend and Robinsons Meadow has been taken.

C92. TO RECEIVE THE MINUTES OF THE WAR MEMORIAL SITE MEETING HELD ON 21 AUGUST 2023 AND THE CERTIFICATE OF PROGRESS

Members were provided with the minute of the War Memorial Site meeting held on 21 August 2023 and the Certificate of Progress which confirmed that the sum of £7,101.25 plus VAT was now due to the contractor in accordance with the Joint Contracts Tribunal (JCT) Contract.

Concerns were raised at the slowness of the repair works and asked when the works were due to be completed. The Clerk advised that there had been a delay in the contractor sourcing the correct brick sets that would match those already in place. However, the Clerk advised that these had now been sourced and works were progressing.

RESOLVED:

1. That the minutes of the War Memorial Site meeting held on 21 August 2023 be noted, and that the Clerk be instructed to contact the Architect, Caroe & Partners, to establish the planned

completion date and whether there is a clause within the contract in respect of delays.

- 2. That the Certificate of Progress Payment be received, and the Clerk be authorised to make a payment of £7,101.25 plus VAT to Ian Bishop (Contractor) upon receipt of his invoice, in accordance with financial regulations.**

C93. REQUEST FROM CHAIR OF JOHN MASEFIELD MEMORIAL WORKING PARTY

Members were requested to give consideration to a request from the Chair of the John Masefield Memorial Working Party that an editorial/advert be placed in the RSC's Programme of Box of Delights at a cost of no more than £500 and instruct the Clerk to enter negotiations with Direct Publicity on behalf of the Council and the Working Party.

Councillor Hughes expressed frustration at the Chair of a Working Party having to make a request to spend funds that have been set aside for a specific project. He advised Members that it was his intention to bring forward a Notice of Motion at the Council meeting on 29 September 2023 that the John Masefield Memorial Working Party become detached from Ledbury Town Council in order to remove restrictions currently placed on them by Council statutes and procedures.

Members asked whether there was any reason why this motion could not be considered at this meeting, and the Clerk advised that she did not believe so, but pointed out that before they vote for such a proposal they should be aware that this would mean that the John Masefield Working Party would cease to exist until such time the current members were able to meet and agree a constitution and put in place positions such as a Chairman, Secretary and Treasurer.

RESOLVED:

That the John Masefield Working Party becomes a separate association, no longer under the structure of Ledbury Town Council and that it become a fully constituted association with a Chairman, Secretary and Treasurer and that Councillor Hughes be elected as the Council's Outside Body Representative of this association once set up, and that the remaining £11,185 set aside for the project by Ledbury Town Council be awarded as a grant to the association and transferred to them once they are fully constituted and have a bank account set up in accordance with that constitution.

C94. DATE OF NEXT MEETING

RESOLVED:

That it be noted that the next meeting of Council is scheduled for 29 September 2023.

C95. EXCLUSION OF PRESS AND PUBLIC

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 be excluded from the remainder of the meeting.

C96. TO APPROVE THE TERMS OF ENGAGEMENT FROM HCR RE THE SLA BETWEEN LEDBURY TOWN COUNCIL AND THE ROGERS FAMILY (OCTOBER FAIR)

Members were requested to authorise the Clerk to sign the Client Care Letter received from Harrison, Clark, Rickerbys, and return it with instructions to proceed to draw up the Service Level Agreement between Ledbury Town Council and the Rogers family in respect of the October Fair.

RESOLVED:

That the Clerk be authorised to sign the Client Care Letter received from Harrison, Clark, Rickerbys, on behalf of Ledbury Town Council and return it with instructions to proceed to draw up the Service Level Agreement between Ledbury Town Council and the Rogers family in respect of the October Fair.

The meeting ended at 8.05 pm.

Signed Dated
(Town Mayor)