

## LEDBURY TOWN COUNCIL

### MINUTES OF A MEETING OF THE CLIMATE CHANGE WORKING PARTY MEETING HELD ON 4 OCTOBER 2023

**PRESENT:** Councillors: Chowns  
Non-Councillors: Nina Shields, Al Braithwaite, Professor John Whitelegg

**ALSO PRESENT:** Julia Lawrence, Deputy Clerk

#### 1. ELECTION OF CHAIR

Members of the Climate Change Working Party ("CCWP") elected Nina Shields as Chair of the Working Party.

#### 2. APOLOGIES FOR ABSENCE

Apologies were received from Cllr Morris, Cllr l'Anson and Paul Kinnaird.

#### 3. DECLARATIONS OF INTEREST

None

#### 4. TERMS OF REFERENCE FOR THE WORKING PARTY

The terms of reference for CCWP were agreed with the addition of the following paragraph relating to a quorum:

*"To enable the Climate Change Working Party to meet its quorate requirements, there MUST be two members of the Working Party present, regardless of whether they are Councillors or non-councillor members of the Working Party. However, there MUST be at least one Councillor present for the meeting to proceed".*

#### 5. TO ELECT NON-COUNCIL MEMBERS

The following were elected to join the Working Party as non-council members: Professor John Whitelegg and Al Braithwaite.

#### 6. TO APPROVE AND SIGN, AS A CORRECT RECORD, THE MINUTES OF THE CLIMATE CHANGE WORKING PARTY MEETING HELD ON 3 MAY 2023.

**RESOLVED:**

**That the minutes of the Climate Change Working Party meeting held on 3 May 2023 be approved and signed as a correct record.**

**7. TRANSPORT**

Professor John Whitelegg was welcomed to the meeting, as well as becoming a member of the Working Group. Professor Whitelegg is a Professor of sustainable transport at Liverpool John Moores University. He has worked extensively with South Shropshire Council to develop a transport Plan. Since moving to Herefordshire, he has become involved in Herefordshire Council's Climate and Nature Board. (The terms of reference of this Group are attached to the minutes).

Professor John Whitelegg is interested in trying to help Ledbury reduce its carbon footprint by 2030, particularly as 35% of Herefordshire carbon emissions relate to transport. A good example of a successful initiative to reduce carbon emissions was the introduction of the Daffodil Line bus.

The Working Party wanted to understand what, if anything relating to transport, had been included in the S106 funding requests.

It is noted that there are potentially a couple of schemes that Ledbury could look to introduce and start to make a difference.

- 1) One day a week create a cycle bus for schools (similar to a walk to school bus).
- 2) Potentially introduce an electric hopper bus to bring people into Ledbury from the outlying housing estates.

After some discussion the Working Party decided that it should recommend to Environment and Leisure Committee that the opportunity to develop a cycle bus and introduce a hopper bus (Buses for Us) to reduce car travel be explored.

**RECOMMENDATIONS:**

- 7a. The CCWP request that the Environment and Leisure Committee support exploring how a cycle to school (one day per week) might be progressed in Ledbury and authorise the Working Party to consult with Buses for Us with regard to hopper buses. The CCWP would need to understand how such an activity would complement any work being progressed by the Traffic Management Working Party.**
- 7b. Professor John Whitelegg agreed to prepare a paper for the Environment and Leisure Committee regarding the concept of School Travel Plans (successfully implemented in Surrey),**

seeking approval for a potential viability study for a cycle bus.

**RESOLVED:**

7c. To have sight of the S106 funding requests submitted to Herefordshire Council.

**8. GREAT BIG GREEN WEEK (GBGW) 8 – 16 JUNE 2024**

The Working Party would wish to support the Great Big Green Week events in 2024. This would include booking Catherine Barr, author, for a specific event.

It was noted that budget responsibility remains with Environment and Leisure Committee and had been set at £2000 for this year, which had included the costs for the GBGW.

**RECOMMENDATIONS:**

8a. The CCWP recommend to Environment and Leisure Committee that they fix the budget allocation for the CCWP at £2000 for 2024/25 to include the GBGW and that the Council support the Great Big Green Week in 2024.

8b. The CCWP recommend to Environment and Leisure Committee that the delivery of the GBGW events is overseen by the Events Working Group.

**9. PHOTOGRAPHIC COMPETITION: TREES OF SIGNIFICANCE IN LEDBURY**

The competition is aimed at encouraging people to get out and take photos of trees, find out about their history and botanical information which would lead to walks around the town.

The plan would be to select the 12 best photos to form a calendar that the Town Council would sell, as part of their tourism responsibilities. The competition could be launched at the start of the GBGW 2024 and cover the different seasons with the intention of having it ready for circulation in 2026.

A panel of judges would be invited to select the winning entry. Such judges may include a professional photographer from the studio in Lower Marcle Road Trading Estate, Andrew (from Tilley's the printers), Herefordshire Wildlife Trust, Ledbury Art Society and Miranda Thomas, a Ranger for Frith Wood.

**RESOLVED:**

Members of the Working Party received and noted the draft proposals put forward.

## **10. CORPORATE PLAN 2020**

In considering the work programme to be recommended to the Environment and Leisure Committee for the future, CCWP would welcome an update on the actions progressed under the Council's Corporate Plan.

### **RECOMMENDATION:**

**10a To request that Environment and Leisure ask Full Council for an update on the progress on delivering actions relating to Climate Change within the Corporate Plan 2020.**

## **11. COUNCIL CARBON FOOTPRINT**

The Working Party received a report from Paul Kinnaird regarding the energy usage by the Town Council. Unfortunately, Paul could not be present to update the Working Party on the findings. The Working Party thanked Paul for the report and agreed that there should be further discussion when he could attend the next meeting.

In the meantime, it was suggested that NMiTE could be approached to see if there were any project opportunities whereby the students could look at listed buildings i.e. review how to insulate the Town Council offices more effectively or the possibility of installing solar panels on car parks could also be explored.

### **RECOMMENDATION:**

**11a. Request that the Environment and Leisure approach NMiTE to consider how best to insulate the Town Council offices and/or to look at installing solar panels on car parks.**

## **12. QR CODES**

The potential use of these codes was under review across the Council.

### **RESOLVED:**

**That QR codes would be kept under review on the agenda.**

## **13. FRUIT GLEANING**

Nina Shields reported that the Herefordshire Food Alliance had secured funding for this project and a co-ordinator had been appointed. The first 'Ledbury' pick of Bramley apples and Damsons had taken place and the fruit will be processed by volunteers at Pot & Page on 8 October 2023. The fruit will be frozen and go to the Food Bank, who have been provided with a new freezer under this project.

**RESOLVED:**

Members of the Working Party were asked to receive and note the update.

**14. WARM SPACES FOR WINTER 2023/24**

It is understood that planning is underway by the TALK Community Hub for this winter and CCWP will keep a watching brief. Locations would be published via the Council website.

**RESOLVED:**

The Working Party will keep a watching brief of developments for Warm Spaces.

**15. ACTION SHEET**

Attached to the agenda was a proposed action sheet which would support the monitoring of actions/outcomes from the meetings. It was noted that most actions from the Working Party were onward recommendations to the Environment and Leisure Committee. It was agreed to add the recommendations set in the minutes to the action sheet as a way of ensuring that recommendations could be cross referenced to E&L committee agenda items.

**16. DATE OF NEXT MEETING**

The date of the next meeting of the Climate Change Working Party will be held on Wednesday, 6 December 2023 at 6.00pm.

Signed .....

Date .....

## CLIMATE CHANGE WORKING PARTY – ACTION SHEET

No:	Item (Action Required)	Responsibility	To be actioned by (date)
7a	The CCWP recommend to Environment and Leisure Committee how a cycle to school (1 day per week) might be progressed in Ledbury and authorise the working party to consult with Buses for Us. The CCWP, would need to understand how such an activity would complement any work being progressed by the Traffic Management Working Party.	E & L Committee	2 November 2023
7b	Professor Whitelegg agreed to prepare a paper for Environment & Leisure Committee regarding the concept of School Travel Plans (successfully implemented in Surrey), seeking approval for a potential viability study for a cycle bus.	Prof Whitelegg	Mid October 2023
7c	To have sight of the S106 funding requests submitted to Herefordshire Council.	E & L Committee	6 December 2023
8a	The CCWP recommend to the Environment & Leisure Committee that the Council support the Great Big Green Week in 2024 and approve a budget allocation of £2,000 for 2024/25.	E & L Committee	2 November 2023
8b	The CCWP recommend to Environment & Leisure Committee that the delivery of the GBGW events is overseen by the Events Working Group.	E & L Committee	2 November 2023
10a	To request that Environment & Leisure ask Full Council for an update on the progress on delivering actions relating to Climate Change within the Corporate Plan 2020.	E & L Committee/ Full Council	2 November 2023 23 November 2023
11a	Request that Environment & Leisure approach NMite to consider how best to insulate the town council offices and/or look at installing solar panels on car parks	E & L Committee	2 November 2023

