

LEDBURY TOWN COUNCIL

**MINUTES OF A MEETING OF THE EVENTS WORKING PARTY MEETING
HELD ON TUESDAY 28 APRIL 2026**

PRESENT: Councillor Morris
Non-Councillors: Al Braithwaite (Chair) Griff Holliday, Sonia Bowen and Nina Shields

ALSO PRESENT: Julia Lawrence – Deputy Clerk
Honor Holton – Minute Taker
Olivia Trueman – Community Engagement Officer

71. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Chowns, Harvey and Hughes, Lizzie Gissane and Lynette Loader.

It was agreed that an email should be sent to members to encourage participation in the Events Working Party and help members feel more involved and connected to the group.

RESOLVED:

The Deputy Clerk to draft an email to attendees who are not at the meeting, to acknowledge that they are missed and encourage them to take part in the meetings.

72. TO APPROVE AND SIGN THE MINUTES OF THE MEETING OF THE EVENTS WORKING PARTY HELD ON 23 MARCH 2026

RESOLVED:

That the minutes of the meeting of Events Working Party held on 23 March 2026 be approved.

73. TO RECEIVE AND NOTE THE ACTION SHEET

Updates were provided in respect of the action sheet, including an update from the CEO on engagement with larger event organisers and invitations to future meetings. Lakefest had been invited to attend future meetings and advised they were happy to remain in contact with the CEO, attending where relevant or providing updates when appropriate. It was also noted that John Masefield School had been contacted and were hoping to send a representative to future meetings.

Members requested an update on the military event proposed at the previous meeting. Unfortunately, no representatives were able to attend the meeting to discuss the matter further, and the officer leading on the matter, the Town

Clerk, was also unable to attend. It was agreed that representatives would be invited to the next meeting again, or alternatively that the Clerk would be asked to provide an update

RESOLVED:

1. That the Action Sheet be received and noted
2. That an update on the military event be provided at the next Events Working Party meeting on Tuesday, 2 June 2026.

74. TO AGREE THE DRAFT LEDBURY EVENT STRATEGY

The Community Engagement Officer advised members that the Events Strategy had been deferred by Full Council, as it was felt that further work was required. Members reviewed the minutes from the Full Council meeting and expressed confusion regarding some of the feedback provided, particularly in relation to the reference to an “incremental approach to events”. It was agreed that the Community Engagement Officer and the Chairman would meet to review the strategy, make the necessary amendments, and seek clarification where required.

RESOLVED:

1. The Chairman and Community Engagement Officer will review the comments made at the meeting and redraft the Events Strategy. This will be brought back to the next Events Working Party meeting prior to submission to Full Council.

75. TO RECEIVE AND NOTE BUDGET SUMMARY

RESOLVED:

That the Budget summary be received and noted.

76. TO RECEIVE AND NOTE UPDATE ON TOURISM MAPS AND BOARDS

The Community Engagement Officer updated members on the tourism maps to be installed in the five boards around the town, which was originally identified by TEMAP with funding from the BID. She advised that she is now working with Orphans, who are producing the maps, (based on the tourism guide) for printing and installation into the boards. She also updated members on a recent meeting at Ledbury train station, where she met a representative from West Midlands Railway, who confirmed they would install a board free of charge for one of the maps. The Community Engagement Officer is currently working with Orphans on the design of this map.

RESOLVED:

That Members receive and note the update on tourism maps.

77. TO RECEIVE AND NOTE UPDATE ON GREAT BIG GREEN WEEK AND LEDBURY COMMUNITY DAY

Griff Holiday updated the Working Party on arrangements for the event. Activities for adult residents will take place across the town, while a 'Family Fun Day' at the Recreation Ground will provide a range of activities for children and young people.

Publicity for the event is ongoing across various media platforms, with Ledbury Community Hub producing a flyer to promote the day. Approximately 50 groups and organisations have signed up to take part, with further interest expected.

Town centre halls will be open from 10:00am to 2:00pm, with the 'Family Fun Day' at the Recreation Ground running from 11:30am to 2:00pm.

RESOLVED:

That the update on Great Big Green Week and Ledbury Community Day be received and noted.

78. TO RECEIVE AND NOTE UPDATE ON LEDBURY CELEBRATION

Griff Holiday updated the Working Party on progress for the event, noting that arrangements were progressing well. The poetry programme will include three poets, the Poetry Machine and two 'Masefield Moments' celebrating the work of John Masefield. A music programme featuring four local acts has also been arranged, with sufficient funding in place for the event.

Work is continuing to confirm trader attendance and recruit additional volunteers through Ledbury Community Hub. Members suggested contacting John Masefield High School, including students undertaking the Duke of Edinburgh Award, to explore volunteering opportunities. It was also agreed that Goal 17 should be used to support volunteer recruitment and promotion during Volunteer Week in June.

RESOLVED:

- 1. That updates on the Ledbury Celebration event be received and noted.**
- 2. That the Community Engagement Officer contact John Masefield High School regarding the possibility of students volunteering for Ledbury events as part of the Duke of Edinburgh Award.**
- 3. That an article be published during Volunteer Week in June to promote volunteering opportunities.**

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79. TO RECEIVE AND NOTE THE EVENT CALENDAR

Members were provided with an updated events calendar. The Community Engagement Officer advised that she is working with Helping Hands on a litter-picking event, although this has not yet been agreed. She confirmed that a meeting is scheduled for this week to confirm logistics and dates.

Councillor Morris advised members that The Barn in Ledbury has a new custodian and suggested it may be worthwhile contacting the new manager to invite them to a future meeting or at least make contact to explore potential involvement.

RESOLVED:

That the events calendar be received and noted

80. DATE OF NEXT MEETING

RESOLVED:

The next meeting of the Events Working Party will be on Tuesday, 2 June 2026.

The meeting ended at 11:05 am.

Signed Nina Shields Date 2.6.26