

LEDBURY TOWN COUNCIL

MINUTES OF A MEETING OF THE GRANTS FUNDING WORKING PARTY HELD ON 28 SEPTEMBER 2022

PRESENT: Councillors Hughes and Morris

ALSO PRESENT: Angela Price – Town Clerk

11. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Howells.

12. DECLARATIONS OF INTEREST

Councillor Morris declared a pecuniary interest in anything relating to Bye Street Toilets.

13. TO APPROVE AND SIGN AS A CORRECT RECORD THE MINUTES OF A MEETING OF THE GRANTS FUNDING WORKING PARTY HELD ON 3 AUGUST 2022

RESOLVED:

That the minutes of the meeting of the Grants Funding Working Party held on 3 August 2022 be approved and signed as a correct record.

14. UPDATE ON GREAT PLACES TO VISIT FUNDING

Members were reminded of recommendations from the previous meeting for discussion at this meeting and also provided with an update on the status of the projects.

Members agreed to consider the project status prior to considering any final reallocation of underspends.

i. Public Realm – Ledbury in Bloom/Sustainable Ledbury

Members were advised that Ledbury in Bloom had asked whether there would be any available funds to purchase plants for autumn planting. The Clerk advised that this budget did already have an overspend but that the committee may wish to consider transferring a small amount from the “Drop Kerb” project, which it had been recognised would not be spent.

ii. Bye Street Toilets – It was agreed that the installation of baby changing facilities in two of the toilets no longer be pursued and that consideration

be given to transferring some funds from the underspend of this project towards the cost to replace the lighting in the Heritage Centre.

- iii. Shop Improvement Grant – it was agreed that no further rounds of the Shop Improvement Grant be undertaken.
- iv. TIC – Members were provided with a diagram showing how changes could be made to the reception area to make more room for the Tourist Information Centre to grow.

The Clerk advised Members that since the article in the Ledbury Focus the numbers of local people and visitors calling into the council offices in respect of Tourist Information had increased. She suggested they give consideration to the rough drawing included in their packs in respect of a possible layout of the reception area.

Councillor Hughes considered the proposed layout to be an excellent use of space, however he questioned the positioning of the photocopier. The Clerk advised that there was a lack of alternative places for this but explained that with it located where it was suggested it would be possible for the council to provide a photocopying service, at a small cost, to local residents. Members felt this was a sensible approach.

The Clerk proposed investigating the cost of suitable counter/workspace units and Councillor Morris suggested that it might be worth speaking with the Library in respect of a specially made counter/workspace they had which was no longer being used.

Members were provided with costings for the tear off map that had previously been agreed. The Community Development Officer was asked to join the meeting and provided clarification on the report she had provided.

Following the input from the Community Development Officer Members agreed to approve the quote from Lovell-Johns for the printing 500 A3 sized maps, to be supplied as 10 pads x 50 maps at a cost of £1,800 - £2,200 excluding VAT.

Councillor Morris suggested to help speed up the preparation and printing of the maps it may be useful to provide Lovell-Johns with a copy of the Tea Towel produced for sale in the Heritage Centre, as this provided a good layout of Ledbury and its points of interest.

Members reviewed the expenditure figures provided within the agenda papers and agreed several recommendations to be submitted to the Finance, Policy & General Purposes Committee, as listed below.

RECOMMENDED

1. That the Finance, Policy & General Purposes Committee approve the following changes to the Great Places to Visit Funding subject to the approval of Economy & Place at Herefordshire Council:
 - i. That £200 be transferred from the Dropped Kerbs project to the Town Centre Public Realm (Sustainable Ledbury/Ledbury in Bloom) for the purchase of plants for autumn planting around the town.
 - ii. That £3,058.79 be transferred from the Jubilee Picnic in the Park underspend for the cost of the supply and fixing of 4 replacement bins on the Town Trail.
 - iii. That the remaining £1,800 from the Dropped Kerbs project, and £200 from the Jubilee Picnic in the Park underspend, a total of £2,000, be made available to purchase a weeding and urban cleaning system, to help prevent weeds and clean up pavements and other surfaces within the town.
 - iv. That the remaining £1,599.09 from the Jubilee Picnic in the Park underspend, and £1,000.00 from the Bye Street Toilets underspend, a total of £2,599.09, be made available to support works to replace the lighting in the upstairs of the Heritage Centre to enable the room to be used primarily as an event space
2. That the Clerk contact Ledbury Library to ask whether they would consider selling the counter/workspace they have that is no longer in use and report back to the next meeting of the Working Party.
3. That a recommendation be submitted to the Finance, Policy & General Purposes Committee that approval be given to appoint Lovel-Johns to provide tear off maps as per their quote (printing 500 A3 sized maps, to be supplied as 10 pads x 50 maps at a cost of £1,800 - £2,200 excluding VAT).
4. That the Community Development Officer provide them with a copy of the Tea Towel produced for sale in the Heritage Centre to assist them in the preparation of the maps.

The meeting ended at 4.03 pm

Signed *Malcolm G. Hughes* Dated *21.12.2022*

(Chair)

