MINUTES OF A MEETING OF FULL COUNCIL
HELD ON 24 SEPTEMBER 2026

PRESENT: Councillors: Harvey (Chair), Hamblin (Vice-Chair), Bradford, Eakin, Hughes and Wilkinson

ALSO PRESENT:
Angela Price – Town Clerk
Julia Lawrence – Operations Manager
Sophie Rudd – Minute Taker
Councillor Stef Simmons – Ledbury North
Councillor Justine Peberdy – Ledbury West
Several members of the public

C1543. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Chowns, Morris and Troy.

C1544. DECLARATIONS OF INTEREST

Councillor Bradford declared a non-pecuniary, non-registerable interest in Agenda Item 17, Planning Application 262052 as he lives in close proximity to the site of the proposed pump track.

C1545. TO NOTE THE NOLAN PRINCIPLES

RESOLVED:

That the Nolan Principles be received and noted.

C1546. TO NOTE THE GENERAL DUTY ON PUBLIC AUTHORITIES OF SECTION 149 OF THE EQUALITY ACT 2010

The Clerk advised that this duty would apply to Agenda Item 17 in relation to the proposed pump track.

RESOLVED:

That the General Duty on Public Authorities of Section 149 of the Equality Act 2010 be received and noted, with the Clerk advising Members of any items on the agenda that it is appropriate to consider under this Duty.

C1547. TO APPROVE AND SIGN AS A CORRECT RECORD THE MINUTES OF A MEETING OF COUNCIL HELD ON 3 SEPTEMBER 2026.

RESOLVED:

That the minutes of a meeting of Council held on 3 September 2026 be approved and signed as a correct record.

C1548. TO RECEIVE AND NOTE THE ACTION SHEET

RESOLVED:

That the action sheet be received and noted.

C1549. TO RECEIVE WARD COUNCILLOR REPORTS

i. Councillor Harvey – Ledbury North

Councillor Harvey provided a verbal report informing Members that she had received contact from residents in relation to resurfacing works at Robinsons Meadow. She had also received correspondence regarding parking close to the junction of Newbury Park and The Homend and had asked Herefordshire Council Officers to consider whether the existing yellow lines could be extended, with possible funding from the Market Town Public Realm Fund. Councillor Harvey further advised that the retrospective planning application relating to the Diamond Koz Kebab Shop had been approved with conditions requiring a smaller fascia/signage and less intrusive lighting, with further discussions ongoing regarding internal works and the ceramic tiles.

ii. Councillor Peberdy – Ledbury West

Councillor Peberdy reported that she hoped local bus operators would participate in the £2 bus fare cap scheme.

iii. Councillor Simmons – Ledbury South

Councillor Simmons asked that her ward report be referred to when the pump track was discussed under Agenda Item 17.

C1550. CHAIRMAN'S COMMUNICATIONS

Councillor Harvey confirmed that she would provide an update at the October meeting of Council.

C1551. TO CONSIDER QUESTIONS/COMMENTS FROM MEMBERS OF THE PUBLIC IN ACCORDANCE WITH THE PROVISIONS OF STANDING ORDERS 3(E) AND 3(F)

It was agreed that Agenda Item 17 be brought forward to immediately follow public participation, allowing members of the public in attendance to hear the item discussed.

This item related to **Planning Application 262052 – Land at Martins Way, Ledbury** – construction of a pump track and associated landscaping.

Three members of the public addressed the Council in relation to the proposed pump track. Their written statements will be attached to these minutes once received. The members of the public were thanked for their comments and time.

Councillor Harvey explained that additional documentation from the Section 106 Officer had been received shortly before the meeting, however due to the short notice of receipt it had not been possible for Members to read the information and comment on it at this meeting.

Members were advised that the Council was not limited to making one comment on the planning portal in respect of this planning application and that further comments or questions could be submitted at a later date.

It was confirmed that the adopted Neighbourhood Development Plan remained part of the planning policy framework and carried weight in the determination of the application.

It was considered unlikely that the application would be brought before the Herefordshire Council Planning Committee in October, given the amount of work and consultation still outstanding.

Councillor Harvey asked that it be placed on record that she considered it unsound not to consider properly the additional information and relevant planning policies prior to the Council making a decision on a response to the planning application.

RESOLVED:

1. **That Members receive and note the minutes of a meeting of the Major Planning Applications Working Party held on 17 September 2026.**

2. **That Ledbury Town Council submit an objection to the planning application based on factual planning grounds raised at the meeting, in respect of Planning Application 262052, noting the following:**
   - **Relative distance to residential homes**
   - **Drainage concerns and water run-off**
   - **Lack of toilet facilities**
   - **Lack of parking provision**
   - **Future maintenance and ownership**
   - **Health and safety concerns**
   - **Whether the site would continue to be available for the air ambulance to land in emergencies**
   - **Noise**
   - **Residential amenity**
   - **Quality of the application; and that**
   - **Consideration of NDP Policies CL1.1 and CL2.1, OS3 and TR1.2.**

Councillor Harvey abstained from the vote due to her role as Ward Councillor advising that she would deal with this at a different stage of the planning process.

Members of the public left the meeting at 8:08 pm, with Ward Councillors and Mr Barrington Hill remaining.

Councillors Simmons and Peberdy left the meeting at 8:13 pm.

C1552. TO RECEIVE MOTIONS PRESENTED BY COUNCILLORS IN ACCORDANCE WITH STANDING ORDER 9

None received.

C1553. TO APPROVE INVOICES FOR PAYMENT

RESOLVED:

1. **That the invoices for payment in the sum of £18,992.49 + VAT be approved.**

2. **That Members receive and note the information in respect of month 6 salaries, noting the breakdown as shown below, noting that the increase in month 6 was due to the addition of the back pay arising from the agreed annual pay award, effective from 1 April:**

Salaries (Net)	**£26,204.84**
Employer NICs	**£10,395.17**
Employer Pension	**£ 7,150.95**
TOTAL	**£43,750.96**

C1554. GRANT APPLICATIONS

i. Ledbury Rainbows

Members noted that it had previously been agreed that multi-year grants would not be awarded whilst the Grants process is under review.

RESOLVED:

1. **That Members award a grant of £200 to Ledbury Rainbows for the first year of the proposed multi-year grant, noting that the application meets the criteria of the Local Government Act 1972, s.137 – Power to incur expenditure for certain purposes not otherwise authorised.**

2. **That consideration of the remaining years of the multi-year grant application be deferred until the Grants process has been reviewed.**

ii. **John Masefield High School**

RESOLVED:

1. **That the application for a multi-year grant in the sum of £500 to John Masefield High School be declined on the grounds that the proposed project is literacy-based and therefore falls within the core curriculum and therefore should be managed through the funds provided via the Local Education Authority.**

C1555. **TO GIVE CONSIDERATION TO PURCHASE SNOW AND BUBBLE MACHINES TO SUPPORT FUTURE COUNCIL EVENTS AND FOR POSSIBLE HIRE BY ORGANISATIONS**

RESOLVED:

1. **That officers be instructed to purchase the BeamZ SNOW5000 Professional Snow Machine and BeamZ B2500 Professional Bubble Machine at a combined cost of £958.99.**

2. **That officers provide a report to a future meeting of Council proposing a hire policy and costings for both machines.**

3. **That the Clerk confirm the budget line from which the purchase will be made.**

C1556. **COUNCIL POLICIES**

i. Training and Development Policy

RESOLVED:

1. **That due to time constraints, this agenda item be deferred to a future meeting of Full Council to be held on 15 October 2026.**

C1557. **CODE OF CONDUCT MATTERS**

RESOLVED:

1. **That the Monitoring Officer's clarification regarding the distinction between the conclusion of a Code of Conduct complaint and the continuing implementation of recommendations accepted by the Council be noted.**

2. **That Members note that the actions arising from the earlier Code of Conduct decision remain outstanding and may continue to be pursued by the Council.**

3. **That Members note the Monitoring Officer's advice that a failure to comply with an accepted recommendation may give rise to a separate complaint under paragraph 8.4 of the Code of Conduct.**

4. **That Members note the protection afforded to political expression under Article 10 of the European Convention on Human Rights, together with the responsibilities and limitations associated with exercising that right.**

C1558. OUTCOME OF ELECTION

The Town Clerk advised Members that Barrington "Barry" James Hill would be elected uncontested to Ledbury West Ward with effect from 1 October 2026. Members were also advised that an election had been called in Ledbury South Ward and remained open for nominations.

RESOLVED:

That Members receive and note the above information.

C1559. TO CONSIDER PLANNING CONSULTATIONS

1. **Application No. 262054** – Replacement of rear concrete balcony - **St Katherine's Hospital High Street Ledbury Herefordshire HR8 1DZ**

   RESOLVED:

   No objection

2. **Application No. 262055** – Replacement of rear concrete balcony **- St Katherine's Hospital High Street Ledbury Herefordshire HR8 1DZ - Listed Building Consent.**

   RESOLVED:

   No objection

3. **Application No. 262507** – Change of use of therapy centre (Use Class E(e)) to dwellinghouse (Use Class C3) – reversion to residential use, the change of use having been permitted in 2014 **– Lodge Cottage, The Homend, Ledbury, Herefordshire HR8 1AR**

   RESOLVED:

No objection

4. **Application No. 262547** – Erection of a single dwelling (Use Class C3), repairs to boundary walls and associated soft and hard landscaping – **17–19 The Homend, Ledbury, Herefordshire HR8 1BN**

RESOLVED:

That this item be deferred to a future meeting of Council, subject to additional information being available.

C1560. TO RECEIVE AND NOTE THE UPDATE ON PLANNING DECISIONS

Councillor Harvey provided an update in relation to Planning Application 250297, Little Bush Pitch, noting that no decision had been made and that the matter had been referred back to the applicant.

RESOLVED:

That the update on the planning decisions be received and noted.

C1561. REPRESENTATION AT HEREFORDSHIRE COUNCIL PLANNING COMMITTEE

Councillor Harvey provided an update, advising Members that she had not received a revised date for the application relating to the left-hand side of the old Isaac Stores to return to the Herefordshire Council Planning Committee. Officers were considering the application in light of recent changes to the National Planning Policy Framework, and it was possible that this planning application may be determined by officers.

RESOLVED:

That Members note the update.

C1562. TO APPROVE THE EVENTS STRATEGY

Councillor Hughes highlighted the incorrect spelling of "Autumn" on page 7493.

It was explained that the Event Assessment Framework would provide a structured means of assessing proposed events and help determine whether an event should proceed or receive Council support.

RESOLVED:

1. **That the Events Strategy be approved.**

2. **That officers, in consultation with the Events Working Party, be instructed to develop the supporting Implementation Plan and operational documents.**

3. **That progress against the Strategy and Action Plan be reported to Council quarterly.**

4. **That once completed the Strategy, Action Plan and Implementation Plan be reviewed annually to reflect available resources, community needs and opportunities for partnership working.**

C1563. **TO CONSIDER A REQUEST FOR SUPPORT FROM LEDBURY TOWN COUNCIL IN RESPECT OF A PROPOSED 3-YEAR PROJECT TO BE UNDERTAKEN BY WILDPLAY**

RESOLVED:

That this item be deferred to a future meeting of Full Council to be held on 15 October 2026.

C1564. **TO GIVE CONSIDERATION TO QUOTES FOR UPDATING THE MAPS WITHIN THE TOWN'S NOTICE BOARD**

It was highlighted that the requested images of the proposed map were missing from the report and, as Members wished to see these before committing expenditure, the item was deferred.

RESOLVED:

That this item be deferred to a future meeting of Full Council to be held on 15 October 2026.

C1565. **CEMETERY**

RESOLVED:

i. **That in accordance with Standing Order 23(a), authority be given for the Deed of Exclusive Right of Burial no. 822 to be signed, granting the exclusive right of burial to those named on the interment form.**

ii. **That in accordance with Standing Order 23(a), authority be given for the Deeds of Exclusive Right of Burial nos. 484, 567 and 574 to be signed, granting the transfer of the exclusive right of burial to those named on each transfer request.**

C1566. **TO RECEIVE AND NOTE THE MINUTES OF THE RESOURCES COMMITTEE HELD ON 3 SEPTEMBER 2026 AND GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN**

Members enquired whether the Council's purchase order/procurement protocol was available and whether staff were aware of the required process. It was confirmed that the protocol was in place and staff were aware of it.

It was confirmed that staff queries or concerns relating to staff matters should be raised with their line manager rather than with Members.

RESOLVED:

That the minutes of the meeting of the Resources Committee held on 3 September 2026 be received and noted.

C1567. MASEFIELD MATTERS

Members questioned the statement at minute 89 that the overall project remained within budget, noting that this did not clarify whether expenditure was in line with the forecast at the current stage of project delivery.

It was confirmed that Councillor Peberdy, Chair of the Masefield Matters Project Board, would attend the next meeting of Full Council on 15 October 2026 to provide a verbal update to Members.

Councillor Peberdy had provided a written response addressing issues raised by Councillor Morris at a previous meeting of Full Council. This would be circulated to Councillors in advance of the next Full Council meeting.

Councillor Hamblin thanked Councillor Wilkinson for her assistance in reviewing the project finances.

The Clerk was asked to clarify the current process for the approval and submission of progress reports to the National Lottery Heritage Fund. Members wished to have sight of progress submissions before they were submitted.

RESOLVED:

1. **That the minutes of the meeting of the Masefield Matters Working Party held on 11 September 2026 be received and noted.**

2. **That the Clerk was asked to clarify the current process for the approval and submission of progress reports to the National Lottery Heritage Fund. Members wished to have sight of progress submissions before they were submitted.**

3. **That the revised Terms of Reference for the Masefield Matters Project Board be approved, subject to the membership section making clear that each organisation**

may nominate a substitute representative to attend when its regular representative is unavailable.

C1568. OUTSIDE BODIES

i. To receive and note the minutes of a meeting of the Ledbury Community Choir held on 4 September 2026.

RESOLVED:

That the minutes of the meeting of the Ledbury Community Choir held on 4 September 2026 be received and noted, with it being highlighted that the Community Choir Christmas Concert is to be held on 21 December 2026 at Ledbury Rugby Club.

ii. To receive and note the minutes of a meeting of Ledbury Carnival Association held on 9 September 2026.

RESOLVED:

That the minutes of the meeting of Ledbury Carnival Association held on 9 September 2026 be received and noted, with recognition given to the success of the recent Carnival event.

C1569. DATE OF NEXT MEETING

RESOLVED:

To note that the date of the next meeting of Council is scheduled for Thursday, 15 October 2026 at 7:00 pm in the Ledbury Town Council Offices.

C1570. EXCLUSION OF PRESS AND PUBLIC

RESOLVED:

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 are excluded from the remainder of the meeting.

C1571. TO CONSIDER THE PROPOSAL RECEIVED FROM OMS (CURRENT IT PROVIDER) IN RESPECT OF CHANGES TO THEIR SERVICE PROVISION

RESOLVED:

1. **That the additional information provided by OMSUK be received and noted.**

2. **That the Clerk be delegated authority to finalise and sign the agreement, subject to the matters listed within the report being satisfactorily resolved and the final terms remaining within the approved budget and scope of service.**

C1572. **TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS DEEMED URGENT CONSIDERED AT THE RESOURCES MEETING ON 24 SEPTEMBER 2026**

None received.

The meeting ended at 8:54 pm.

Signed ..... **Dated** 15th October 2026

Chairman of the Council