



# LEDBURY TOWN COUNCIL

TOWN COUNCIL OFFICES, CHURCH STREET, LEDBURY

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13 November 2020

**TO: Councillors Bannister, Chowns, Knight, (Chair), Manns (Deputy Chair), Morris, Vesma (Town Mayor-ex-officio) and Whattler**

Dear Member

You are hereby summoned to attend a meeting of the **Environment & Leisure Committee** which will be held on **Thursday, 19 November 2020 at 7.30 pm**. During the Covid-19 Pandemic, meetings will take place via Zoom for the purpose of transacting the business set out below.

Members of the public will be able to watch the meeting live on the Council's Facebook Page at the link below:

<https://www.facebook.com/Ledbury-Town-Council-1834014213360154/?ref=bookmarks>

Yours faithfully

A handwritten signature in black ink, appearing to read 'Angie Price', written in a cursive style.

Angie Price

## A G E N D A

1. **To receive apologies for absence**
2. **Declarations of Interest**

To receive declarations of interest and written requests for dispensations  
*(Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by Ledbury Town Council's Code of Conduct for Members and by the Localism Act 2011)*

*(Note: Members seeking advice on this item are asked to contact the Monitoring Office at least 72 hours prior to the meeting)*

3. **Public Participation**

Members of the public are permitted to make representations, answer questions, and give evidence in respect of any item of business included in the agenda. If you wish

to raise a question or concern related to any item on the agenda please follow the link provided on our website or join via Zoom using the following ID and Password.

Join Zoom Meeting

<https://us02web.zoom.us/j/89051620647?pwd=REUzQ2pxcEpaSzhRZW5KRXBieFNDdz09>

Meeting ID: 890 5162 0647

Passcode: 372114

4. **To approve and sign as a correct record the minutes of a meeting of the Environment & Leisure Committee held on 17 September 2020**  
**(Pages 343 - 355)**
5. **Update on Working Parties** **(Pages 356 - 405)**
  - i. Notes of a meeting of the Climate Change Working Party held on 26 October 2020
  - ii. Christmas Lights Contract 2021/2024
  - iii. Notes of a meeting of the Christmas Lights Working Party held on 9 November 2020
  - iv. Introduction of Cemetery Working Party
6. **Recreation Ground** **(Pages 406 - 419)**
  - i. Update in respect of the annual inspection of the recreation ground, play areas, skate park and shelter
  - ii. Recent incident at Recreation Ground
7. **Cemetery** **(Verbal Update)**
  - i. That in accordance with Standing Order 23(a), authority be given for the Deeds of Exclusive Right of Burial **(Deed numbers 100, 138 345, 547, 689 and 691)** to be signed, granting the exclusive right of burial to those named as the purchaser of the Deed of Exclusive Right of Burial.
  - ii. That in accordance with Standing Order 23(a), authority be given for the Deeds of Exclusive Right of Burial **(None prepared)** to be signed, granting the exclusive right of burial to those named as the purchaser of the Deed of Exclusive Right of Burial.
  - iii. Church Votive **(Pages 420 - 442)**
  - iv. Tree Condition Survey – Ledbury Cemetery
8. **Charter Market** **(Pages 443 - 451)**
  - i. Food Hygiene/sales policy

9. **Maintenance Programme for Council owned buildings** (Pages 452 - 453)
10. **Decision Notices** (Pages 454 - 456)
11. **Council offices – Chimneys** (Pages 457 - 458)
12. **Provision of litter bins (including recycling bins)** (Pages 459 - 477)
13. **War Memorial** (Verbal Update)
14. **Wooden posts in Church Lane** (Page 478)
15. **Winter Hanging Baskets** (Verbal report)
16. **Litter Picking – Enquiry from Local Resident** (Pages 479 - 486)
17. **Corporate Plan** (Pages 487 - 490)
18. **Advertising Banners** (Pages 491 - 496)
19. **2021/22 Budget items** (Pages 497 - 505)
20. **Date of next meeting**

To note that the date of the next meeting of the Environment & Leisure Committee is scheduled for 21 January 2021

21. **Exclusion of Press and Public**

**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**

22. **Update on recruitment of Town Maintenance Operative** (Verbal Update)
23. **Mortuary Lease** (Pages 506 - 518)

**Distribution:** Full agenda to: - Committee members (7)  
Town Mayor (ex-officio)

Agenda excluding confidential papers to:

Plus: The Press  
Library

Agenda front pages to all non-committee members