

**LEDBURY TOWN COUNCIL**  
**MINUTES OF A MEETING**  
**OF THE**  
**ENVIRONMENT & LEISURE COMMITTEE**  
**HELD ON**  
**THURSDAY 23<sup>rd</sup> MAY 2013**

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**PRESENT:** Councillor: M Eager – Chairman  
Councillors: R Barnes                      P Bettington  
                  A Bradford                     A Conway  
                  A Crowe                                 K Francis  
                  L Fieldhouse                         C Jupp  
                  C Ridler                                 J Roberts  
                  P Winter                                T Widdows  
                  R Yeoman

Also Present: Mrs K Mitchell, Clerk  
                  Ms D Baldwin, Deputy Clerk  
                  Members of the Public and Press

**E.7 - 05.13 APOLOGIES**

Apologies were received from Councillor C Stallard Daniels.

**E.8 - 05.13 INTERESTS**

There were no declarations of interest made at this point of the meeting.

**E.9 - 05.13 PUBLIC PARTICIPATION**

There were no members of the public wishing to speak.

**E.10 - 05.13 MINUTES**

1. The Minutes of the meeting held on 14<sup>th</sup> March, 2013, copies having been previously circulated, were confirmed as an accurate record and signed by the Chairman.
2. The Minutes of the meeting held on 9<sup>th</sup> May, 2013, copies having been previously circulated, were confirmed as an accurate record and signed by the Chairman.

**E.11 - 05.13 CEMETERY**

1. Members considered a tree inventory and safety inspection report from B J Unwin Forestry Consultancy. The report gave a list of work needed for the trees in and around the Cemetery. Most of the work required

was within the capabilities of the Grounds Officer with the exception of the removal of ivy from a large Oak tree, where for health and safety reasons he would require assistance.

**RESOLVED: That the list of work, as recommended by the B J Unwin Forestry Consultant, be carried out, where possible, by the Grounds Officer, with assistance as required.**

2. Councillor Eager gave a report on the installation of CCTV equipment on the Cemetery buildings. In view of the attempted break-in at the Cemetery, Councillor Eager and the Grounds Officer had fitted CCTV equipment with four day and night vision cameras as a further deterrent to burglars. Councillor Francis suggested that a visit be organised to demonstrate the system to Councillors. Any councillors interested to contact the office and arrange to visit with the assistance of the Grounds Officer.
3. Members considered a request to install a memorial bench and two planters in the old part of the cemetery. Although some Councillors felt that to allow planters would set a precedent it was generally believed that each request should be judged on its own merit. If the planters cease to be maintained then they will be removed.

**RESOLVED: That the Town Council be recommended to approve the request to install the memorial bench and two planters.**

#### **E.12 - 05.13 CLOSED CHURCHYARD**

Members considered an estimate for work required to four trees on the boundary between the Churchyard and the Rectory.

**RESOLVED: That the Town Council be recommended to accept the estimate of £260 to carry out required work to the trees on the boundary between the Churchyard and the Rectory.**

#### **E.13 - 05.13 DOG HILL WOOD**

Members considered the Tree safety inspection report on Dog Hill Wood from B. J Unwin Forestry Consultancy. The report recommended a schedule of work required to the trees to be carried out in the autumn.

**RESOLVED: That the report be noted, and that quotations for recommended works be obtained for consideration in the autumn.**

**E.14 - 05.13 RECREATION GROUND**

1. Members were informed that the installation of the outdoor fitness equipment would be on Monday 3<sup>rd</sup> and Tuesday 4<sup>th</sup> of June 2013 and the opening ceremony would take place on Monday 10<sup>th</sup> June at 12pm.
2. Members discussed the repositioning of the CCTV Cameras on the Recreation Ground. Councillor Crowe asked if it was possible to add a telescopic camera to cover the Orchard Lane end of the Recreation Ground. As the cameras are due to be serviced in June, Councillor Eager suggested that the repositioning of the cameras and the feasibility of a telescopic camera be discussed with the engineers during their visit.
3. The Clerk informed members that all remedial work on the Skate Park had been completed and would be ready for the next ROSPA inspection.

**E.15 – 05.13 TOWN CENTRE**

Cobble repairs – Church Lane.

The Deputy Clerk reported that Amey Herefordshire had advised her that due to lack of funds and the requirement of a specialist it was unlikely that repairs to the cobbles would be carried out. Councillor Eager informed members that he had been advised by a senior Amey engineer that an inspection of the cobbles would take place the following week.

**E.16 - 05.13 WORKING PARTIES**

1. Councillor Bettington presented the report from the Christmas Lights Working Party meeting held on the 29<sup>th</sup> April 2013.

Members considered the two dates of Sunday 30<sup>th</sup> November or Sunday 7<sup>th</sup> December for the Christmas Lights switch on event. Councillors Crowe and Fieldhouse informed members that the local traders would wish for the 30<sup>th</sup> November to help encourage the Christmas trade.

Members also considered the recommendation to extend the lighting period to come on from 2pm instead of 4pm, until 12am in order help enhance the Christmas spirit within the town.

Cllr Bettington drew members' attention to 'Trigger the Train' and encouraged them to visit the website [www.triggerthetrain.co.uk](http://www.triggerthetrain.co.uk) for further information and to provide feedback at the next working party meeting.

It was suggested that that the Town Council should consider ways in which to enhance the Switch-on event, making it a 'Celebration of Ledbury at Christmas', and that ideas should be discussed at the next working party meeting.

**RESOLVED:** That the Report be noted, and that the Town Council be recommended to approve the switch on date as the 30<sup>th</sup> November 2013 and that the lights continue to come on at 4pm.

2. Members considered the existing Environment & Leisure Working Parties and if any new working parties needed to be added. Members felt that the existing working parties covered the remit of the Environment & Leisure Committee and that no new working parties were necessary at this time.

**RESOLVED:** That Working Parties of the Environment & Leisure Committee be confirmed as follows:

- Cemetery
- Charter Market
- Christmas Lights
- October Fair
- Recreation Ground
- Look& Ledbury
- Historic Tours
- War Memorial

3. Members considered the appointment of Committee members to serve on the working Parties.

**RESOLVED:** That membership of the following adopted Working Parties be agreed as listed below.

**Cemetery:**

R Barnes, P Bettington, A Bradford, A Conway, M Eager, K Francis, C Ridler, T Widdows, R Yeoman

**Charter Market:**

R Barnes, P Bettington, A Bradford, M Eager, K Francis, L Fieldhouse, C Jupp, T Widdows, R Yeoman

**Christmas Lights:**

R Barnes, P Bettington, A Bradford, A Crowe, M Eager, L Fieldhouse, K Francis, C Jupp, J Roberts, T Widdows, P Winter

**October Fair:**

R Barnes, P Bettington, M Eager, K Francis, T Widdows

**Recreation Ground:**

R Barnes, P Bettington, A Bradford, A Crowe, M Eager, L Fieldhouse, K Francis, C Ridler, T Widdows, R Yeoman

**Look@Ledbury:**

R Barnes, A Bradford, P Bettington, A Conway, A Crowe, M Eager, L Fieldhouse, K Francis, C Jupp, T Widdows, P Winter

**Historic Tours:**

R Barnes, P Bettington, M Eager, K Francis, C Ridler, J Roberts,  
T Widdows, P Winter

**War Memorial:**

R Barnes, P Bettington, A Conway, M Eager, K Francis, C Ridler,  
T Widdows

**E.17- 05.13 CORRESPONDENCE**

1. Members reviewed a letter received from the Ledbury Branch of the Royal British Legion expressing their opinion over the proposals for the repairs and alterations to the war memorial.

**RESOLVED: That the correspondence received be noted.**

2. Members received a notification that the Fields in Trust Annual General Meeting would be held on Friday 14<sup>th</sup> June at 1pm in London.

**RESOLVED: That this be noted.**

**E.18 - 05.13 OUTSIDE BODIES**

1. Councillor Eager presented a report from the Ledbury Greenspaces Liaison Group meeting held on the 7<sup>th</sup> May 2013. The Browning Road Play Area was highlighted as in a dilapidated state and in need of immediate attention. As there is no money available from Herefordshire Council the alternative would be for the local residents to form a community action group. Councillor Winter suggested that the Town Council should facilitate an initial meeting of the residents and support this by advertising the meeting by issuing fliers to the residents in the area. Councillor Winter offered to deliver the flyers.

**RESOLVED: That the report be noted and that the Town Council support the initiation of a residents meeting to discuss the future of the Browning Road Play Area.**

2. Councillor Eager presented a report of the Herefordshire Tree Forum meeting he had attended on 15<sup>th</sup> March 2013.

**RESOLVED: That the report be noted.**

**E.19 - 05.13 DATE OF NEXT MEETING AND ITEMS FOR INCLUSION ON A FUTURE AGENDA**

The next meeting of the Environment & Leisure Committee is scheduled for 18<sup>th</sup> July 2013.

Police to be invited to attend.

Items for inclusion on the agenda:

PACT Meetings

Dog Warden Scheme update.

Discussion on effects of Herefordshire Council cutbacks.

**EXCLUSION OF PUBLIC AND PRESS – Public Bodies (Admission to Meetings) Act 1960.**

**RESOLVED:** That due to the confidential nature of the business to be transacted and pursuant to Section 1(2) of the above Act it is requested that the public and press are excluded during discussion of the following agenda items on the grounds that exempt information is likely to be disclosed.

**E.20 - 05.13 CEMETERY**

Consideration of budget quotation for conversion works to the Cemetery Cottage.

**RESOLVED:** That the item be referred back to the Cemetery Working Party for further consideration.

**E.21 - 05.13 CLOSED CHURCHYARD**

Consideration of quotations for removal of ivy on perimeter stone wall.

Councillor Jupp declared a non-pecuniary interest at this point in the meeting.

**RESOLVED:** That the clerk investigate further and establish ownership, liability and responsibility of the wall before commencing with any work and report the findings to Full Council.

**E.22 - 05.13 RECREATION GROUND**

1. Consideration of quotations for replacement accessible swing seat.

**RESOLVED:** That the Town Council be recommended to approve the purchase of the accessible swing seat, (option two), in the sum of £680 plus VAT.

2. Consideration of quotation for the installation and painting of benches and the re-siting and painting of the litter bins.

**RESOLVED: That the Town Council be recommended to approve the quotation for the work to install and paint benches and the re-siting and painting of litter bins for the sum of £665.**

**E.23 - 05.13 HIGH STREET**

Consideration of quotation for the installation of an external power supply in the High Street.

**RESOLVED: That the item be deferred to Full Council for further consideration.**

**E.24 - 05.13 WAR MEMORIAL**

Consideration of quotations for the refurbishment of the War Memorial.

**RESOLVED: That the item be referred back to the War Memorial Working Party for further consideration.**

There being no further business the Chairman closed the meeting at 9.44pm.

Chairman.....

Date.....