

**LEDBURY TOWN COUNCIL**  
**Minutes of a Meeting of**  
**Ledbury Town Council**  
**held on Thursday 24<sup>th</sup> September 2015**  
**in The Market House, Ledbury**

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**Present:** Councillors: The Town Mayor, Councillor A Crowe, Chairman

D Baker	R Barnes
P Bettington	M Eager
M Eakin	E Fieldhouse
K Francis	A Harrison
E Harvey	N Morris
A Warmington	R Yeoman.

In attendance: Mrs K Mitchell – Clerk to the Council  
Mrs M Bradman – Deputy Clerk to the Council  
Herefordshire Cllr E Holton – ward member Ledbury south  
3 Members of the public  
1 representative of the press

**C.52 - 09.15 APOLOGIES**

Apologies were received and accepted for Councillors M Mackness, A Manns, J Roberts and N Roberts.

**C.53 - 09.15 DECLARATIONS OF INTEREST**

There were no interests declared at this point in the meeting.

**C.54 - 09.15 ELECTION OF DEPUTY MAYOR**

It was proposed, seconded and

**RESOLVED: That Councillor K Francis be  
elected as Deputy Town Mayor  
for the remainder of 2015/16.**

**VOTING: Unanimous**

**C.55 - 09.15 PUBLIC PARTICIPATION**

Rachel Usher, teacher and values co-ordinator at Ledbury Primary School gave a concise presentation on the school's values based approach to education, advising that the school would like to extend the ethos out to the community, with the aim of making Ledbury the first Values town in the country. Members unanimously supported the initiative.

Further information available at <http://www.valuesbasededucation.com>

**C.56 - 09.15 MINUTES**

1. The Minutes of the meeting held on 22<sup>nd</sup> July, 2015, copies having been circulated, were confirmed as an accurate record and signed by the Chairman.
2. The Minutes of the meeting held on 3<sup>rd</sup> September, 2015, copies having been circulated, were confirmed as an accurate record and signed by the Chairman.

**C.57 - 09.15 CHAIRMAN'S REPORT AND CORRESPONDENCE**

1. The Town Mayor gave a verbal report on her mayoral activities since the last meeting.

It was proposed, seconded and unanimously

**RESOLVED: That the Ledbury in Bloom team be congratulated for their success in achieving a ninth consecutive gold award in the 2015 Britain in Bloom campaign and that the signs on the approaches to the town be updated to reflect the award.**

The Town Mayor asked members to remember Ledbury's 14<sup>th</sup> and 15<sup>th</sup> casualties of WWI; Private Henry Jones and Private Victor Henley of the 5<sup>th</sup> Battalion King's Shropshire Light Infantry, both of whom died on 25<sup>th</sup> September 1915.

2. Members considered a proposal from the Town Mayor to hold Full Council meetings in alternative venues with better accessibility and facilities.

Following discussion, it was

**RESOLVED: That in principle, Full Council meetings be held in an available hall with kitchen/ toilet facilities and disabled access.**

<b>VOTING:</b>	<b>For</b>	<b>11</b>
	<b>Against</b>	<b>1</b>
	<b>Abstentions</b>	<b>1</b>

**C.58 - 09.15 LEDBURY TOWN PLAN**

Members were circulated with a report from Mr G Holliday, acting secretary of the Town Plan Working Party on the group's activities since the last meeting. Members were advised that a first draft of the Town Plan had been produced and that following further review, the document would be presented to the Council.

Mr Holliday was thanked for all his hard work in putting the draft together.

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

**C.59 - 09.15 HEREFORDSHIRE COUNCILLOR'S REPORTS**

Ledbury ward Councillors Harvey, Warmington and Holton presented their reports on activities at county level. (Copies available on the Town Council's website).

Referring to the Herefordshire Council Budget Consultation 2016-2020 (closing date 9/10/15) – The Town Mayor asked members to forward comments to Councillor Harrison for collation and preparation of a draft response for consideration at an extraordinary Full Council meeting on 8<sup>th</sup> October.

The Clerk was requested to seek clarification from Herefordshire Council on whether the public toilets in Church Lane would be closed as part of the proposed budget cuts in 2016.

**C.60 - 09.15 COMMITTEE REPORTS – ECONOMIC DEVELOPMENT & PLANNING**

1. Councillor E Harvey, Chairman of the Economic Development and Planning Committee presented the minutes of the meeting held on 30<sup>th</sup> July, 2015, copies having been circulated.

**RESOLVED:** That the minutes P.28-07.15 to P.39-07.15, be received and noted and that any recommendations contained therein be approved and adopted.

**VOTING:** Unanimous

2. Councillor E Harvey, Chairman of the Economic Development and Planning Committee presented the minutes of the meeting held on 27<sup>th</sup> August, 2015, copies having been circulated.

**RESOLVED:** That the minutes P.40-08.15 to P.47-08.15, be received and noted and that any recommendations contained therein be approved and adopted.

**VOTING:** For 12  
 Abstentions 1

3. Councillor E Harvey, Chairman of the Economic Development and Planning Committee presented the minutes of the meeting held on 17<sup>th</sup> September, 2015, copies having been circulated.

**RESOLVED:** That the minutes P.48-09.15 to P.58-09.15, be received and noted and that any recommendations contained therein be approved and adopted.

**VOTING:**

For	11
Against	1
Abstentions	1

**C.61 - 09.15 COMMITTEE REPORTS – ENVIRONMENT & LEISURE**

1. Councillor M Eager, Chairman of the Environment and Leisure Committee presented the minutes of the meeting held on 3<sup>rd</sup> September, 2015, copies having been circulated.

**RESOLVED:** That the minutes E.25-09.15 to E.38-09.15, be received and noted and that any recommendations contained therein be approved and adopted.

**VOTING:** Unanimous

2. Consideration of quotations for the removal of trees in Dog Hill Wood. Refer EX06/15.  
This item was moved to the end of the meeting for consideration in private session.

**C.62 - 09.15 COMMITTEE REPORTS – FINANCE & GENERAL PURPOSES**

1. Councillor A Harrison, Chairman of the Finance & General Purposes Committee, presented the minutes of the meeting held on the 10<sup>th</sup> September, 2015, copies having been previously circulated.

- i. Referring to F.41 - 09.15, Budget 2016/17, the resolution under 2. Participatory Budgeting, should be amended to remove the words “in the BBI” from the following sentence:

That a participatory budgeting event be held in the BBI.

**VOTING:** Unanimous

- ii. Referring to F.41 - 09.15, Budget 2016/17, members further considered the draft budget leaflet prepared by Councillors Harrison and Harvey. It was suggested that estimated costs for devolved services be included.

**RESOLVED:** That the draft budget leaflet be approved.

**VOTING:** Unanimous

**RESOLVED:** That the minutes F.34-09.15 to F.43-09.15, as amended, be received and noted and that any recommendations contained therein be approved and adopted.

**VOTING:** Unanimous

2. Members considered a proposal for use of the bay windows in the Town Council office reception area.

Following discussion, it was

**RESOLVED:** That the proposal be supported in principle, but that additional quotations for single and double spotlights be obtained for further consideration.

**VOTING:** Unanimous

3. Town Council Offices – Non Domestic Rates  
Consideration of separate listings of the two rental offices on the first floor in order to allow prospective tenants to claim for small business rates relief. (refer F.42 - 09.15, 2)

**RESOLVED:** That the Finance & General Purposes Committee be authorised to make a decision on the listing.

**VOTING:** Unanimous

#### **C.63 - 09.15 REVIEW OF STANDING ORDERS, FINANCIAL REGULATIONS AND CODE OF CONDUCT**

In view of the lateness of the hour and the amount of time needed to fully consider the recommendations of the working group with regard to Standing Orders, Financial Regulations, Code of Conduct and delegation to Committees,

it was **RESOLVED:** That the matter be referred back to the working group for review and production of a rationale for the changes, for presentation to Full Council.

**VOTING:** Unanimous

#### **C.64 - 09.15 LEDBURY PLACES PROJECT**

Councillor Yeoman gave a verbal report on progress made on the project.

**RESOLVED:** That a written progress report be requested for future meetings.

*Councillors Baker and Bettington left the meeting at this point.*

**C.65 - 09.15 REPORTS FROM OUTSIDE BODIES**

1. Councillor Francis gave a verbal report on the Herefordshire Association of Local Councils Executive Committee meeting held on 16<sup>th</sup> September, and advised that he would prepare a written report in due course.  
Councillor Barnes gave a verbal report from the Market Towns Forum meeting held the previous evening.

**C.66 - 09.15 GENERAL CORRESPONDENCE**

The Clerk advised of general correspondence received in the office.

**C.67 - 09.15 QUESTIONS TO THE TOWN MAYOR**

Councillor Morris asked the Mayor if double sided printing of meeting papers could be used as standard.

Councillor Harrison asked the Mayor if she could encourage Members to submit their details for the Town Council website. The Deputy Clerk advised that she would send out a reminder to Councillors.

**C.68 - 09.15 DATE OF NEXT MEETING**

The next scheduled meeting will be held on 29<sup>th</sup> October, 2015.

*PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960*

*Due to the confidential nature of the business to be transacted and pursuant to Section 1(2) of the above Act, a resolution was passed to exclude the public and press during discussion of the following agenda items. The confidential nature being the consideration of quotations.*

**C.61 - 09.15 COMMITTEE REPORTS – ENVIRONMENT & LEISURE...Continued**

2. Dog Hill Wood  
Members considered three quotations for the felling of four trees to create a vista overlooking the town. Refer EX06/15

**RESOLVED: That the quotation C be accepted in the sum of £1,200 excluding VAT.**

**VOTING: For 8**  
**Abstentions 3**

The meeting was closed at 10.14pm.

Chairman.....

Date.....