



# LEDBURY TOWN COUNCIL

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**NOTICE IS HEREBY GIVEN** that a Full Council meeting of the **Ledbury Town Council** will be held at **Community Hall, Lawnside Road, Ledbury on Thursday 28th February 2019** starting at **7.30pm**. All members are summoned to attend.

The business to be transacted is set out in the agenda, which is detailed below.

Mel abOwain  
Interim Clerk, Ledbury Town Council  
22.02.2019

## **FILMING AND RECORDING OF COUNCIL MEETINGS**

Members of the public are permitted to film or record meetings to which they are permitted access, in a non-disruptive manner. Whilst those attending meetings are deemed to have consented to the filming, recording or broadcasting of meetings, those exercising the rights to film, record and broadcast must respect the rights of other people attending under the Data Protection Act 1998.

## **AGENDA**

- 1. Apologies**  
To receive apologies for absence.
- 2. Interests**  
To receive any declarations of interest and written requests for dispensations.
- 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. The period of time, which is at the Chairman's discretion, for public participation shall not exceed 15 minutes. Each member of the public is entitled to speak once only in respect of business itemised on the agenda and shall not speak for more than five minutes. Questions/comments shall be directed to the Chairman.
- 4. Presentation from John Wilesmith, Chairman of the Sports Federation**  
Regarding sports facilities in Ledbury
- 5. Minutes**  
To approve the Minutes of the meeting of Ledbury Town Council held in Public Session on 5 February 2019 as an accurate record. **Appendix 1**
- 6. Chairman's Report and Correspondence**

- 7. Committee Matters: Economic Development & Planning Committee**  
To receive the Minutes of the meeting held on 7 February 2019 and to consider any recommendations therein. **Appendix 2**
- 8. Committee Matters: Environment and Leisure Committee**  
To receive the Minutes of the meeting held on 14 February 2019 and to consider any recommendations contained therein. **Appendix 3**
- 9. Committee Matters: Finance and General Purposes Committee**  
To receive the Minutes of the meeting held on 21 February 2019 and to consider any recommendations contained therein. **Appendix 4 (to follow)**
- 10. Committee Matters: Standing Committee**  
To receive the Minutes of the meeting held in public session on 7 February and to consider any recommendations contained therein. **Appendix 5**
- 11. Financial Matters**  
To approve invoices for payment received since Finance & General Purposes meeting of 21 February 2019. **Appendix 6 (to follow)**
- 12. Updated Code of Conduct and Register of Interest forms** **Appendix 7**
- 13. To adopt the Financial Regulations reviewed by F&GP on 12 December 2019.** **Appendix 8 (to follow)**
- 14. Task and Finish Group: Grant Application Methodology**  
To receive and approve recommendations of working party (Refer F.7-01.19) **Appendix 9 (to follow)**
- 15. Specified Grant Applications 2019/20**  
To consider Grant Applications 2019/20  
(Full Application details of all Specified Grant applications forms previously circulated) **Appendix 10**
- 16. Grant Applications:**  
To consider a Grant Application from Ledbury Youth Drop-in Centre, following their presentation at Full Council on 5<sup>th</sup> February 2019. **Appendix 11**
- 17. To adopt the Standing Orders reviewed by Standing Committee on 7 February 2019.** **(Copy previously circulated)**
- 18. Grounds Maintenance Contracts**  
Update
- 19. Parish Meeting Update**
- 20. Encouraging Residents to Stand for Council**

**21. Herefordshire Councillors' Reports**

To receive reports from Ledbury Ward Members.

*Town Councillors are reminded that in order to allow them time for any necessary research, Herefordshire Councillors would like questions in writing at least seven days prior to the meeting.*

**22. Outside Bodies**

To receive reports from meetings attended by Councillors.

**23. General Correspondence**

To note general correspondence received in the office.

**24. To note the date of the next meeting**

The next scheduled Full Council meeting will be held on 28 March 2019.

*PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960  
In order to consider confidential matters, it is likely that a resolution  
will be passed to exclude members of the public.*

**25. Full Council Meeting**

To approve the Minutes of the meeting of Ledbury Town Council held in Closed Session on 5 February 2019 as an accurate record.

**Appendix 12 – Exempt paper EX16/2019 (to follow)**

**26. Finance and General Purposes**

To receive the Minutes of the Extraordinary meeting held in Closed Session on 17 January 2019 and to consider any recommendations contained therein.

**Appendix 13 – Exempt paper EX17/2019 (to follow)**

**27. Standing Committee**

To receive the Minutes of the meeting held in Closed Session on 7 February 2019 and to consider any recommendations contained therein.

**Appendix 14 – Exempt paper EX18/2019 (to follow)**

**28. Distinguished Citizen Awards**