



LEDBURY TOWN COUNCIL

TOWN COUNCIL OFFICES . CHURCH STREET . LEDBURY
HEREFORDSHIRE HR8 1DH . Tel. (01531) 632306 Fax (01531) 631193
e-mail: admin@ledburytowncouncil.gov.uk website: www.ledburytowncouncil.gov.uk

To: All members of Ledbury Town Council

Dear Member,

NOTICE IS HEREBY GIVEN that a meeting of the **Ledbury Town Council** will be held in **The Community Hall**, Lawnside Road, Ledbury on **Thursday 21st July, 2016** 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.

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.

Anyone who objects to being filmed or recorded should notify the Clerk or Chairman prior to the commencement of the meeting.

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. Minutes

To approve the Minutes of the Full Council meeting held on 9th June, 2016 as an accurate record.

Copy herewith

5. Chairman's Report and Correspondence

To receive a report from the Town Mayor and Deputy Mayor.

6. Neighbourhood Development Plan

To receive a report from the Group meeting held on 11th July, 2016 and to consider any recommendations contained therein. **Copy to follow**

7. 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.

8. Committee Matters - Economic Development & Planning Committee

To note the Minutes of the meeting held on 23rd June, 2016 and to consider any recommendations contained therein.

Copy herewith

9. Committee Matters - Environment and Leisure Committee

9.1 To note the Minutes of the meeting held on 30th June, 2016 and to consider any recommendations contained therein. **Copy herewith**

9.2 To consider purchase of a replacement vehicle.

9.3 To consider a report from the Events Working Party meeting held on 12th July 2016, and to consider any recommendations contained therein.

Copy herewith

10. Committee Matters - Finance and General Purposes Committee

10.1 To note the Minutes of the meeting held on 7th July, 2016 and to consider any recommendations contained therein. **Copy herewith**

10.2 To consider virement of budgeted funds to cover hosted computing proposal. (Refer F.61-07.16 and EX04/2016)

11. Operational Review / Scheme of Delegation

To consider setting up a Task and Finish Group to draw up a draft Policy of devolved Powers to Committees and Scope Statement for the planned operational review.

12. Policies and Procedures

To consider setting up a Task and Finish Group to review the Complaints and Unreasonable Complainant Behaviour Policies.

13. Notice of Motion 2/2016

Proposed by Councillor N Morris

That: "This council welcomes the initiatives being promoted by the National Association of Local Councils to recognise excellence in local government.

We wish to evidence our support for this objective by resolving that Ledbury Town Council signs up to the Local Council Award Scheme in 2016, with the intention to work toward achieving the Foundation Award by September 2017 and to achieving the Quality Award by May 2019."

NALC Local Council Award Scheme 2016

E.1

Documentation available online at:

<http://www.nalc.gov.uk/our-work/improvement-and-development/local-council-award-scheme>

14. Ledbury Places Project

To receive a report (if available) from Town Council representatives on the Ledbury Places Project.

15. Outside Bodies

To receive reports from meetings attended by Councillors.

16. General Correspondence – For information only

To note general correspondence received in the office.

17. To note the date of the next meeting

The next meeting is scheduled to be held on 29th September.

PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

In order to consider confidential employment matters, it is likely that a resolution will be passed to exclude members of the public.

To Note the Minutes of the Standing Committee meeting held on 14th July and to consider any recommendations contained therein. **Copy to follow**

Mrs K Mitchell
Clerk to the Council
15.07.2016