



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

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 March 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. Minutes**
To approve the Minutes of the meeting of Ledbury Town Council held in Public Session on 28 February 2019 as an accurate record. **Appendix 1**
- 5. Chairman's Report and Correspondence**

- 6. Committee Matters: Economic Development & Planning Committee**
To receive the Minutes of the meeting held on 7 March 2019 and to consider any recommendations therein. **Appendix 2**
- 7. Committee Matters: Environment and Leisure Committee**
7.1 To receive the Minutes of the meeting held on 14 March 2019 and to consider any recommendations contained therein. **Appendix 3**
7.2 To receive an update on the refurbishment of the War Memorial.
- 8. Committee Matters: Finance and General Purposes Committee**
8.1 To receive the Minutes of the Extraordinary meeting held on 7 March 2019 and to consider any recommendations contained therein. **Appendix 4**
8.2 To receive the Minutes of the meeting held on 21 February 2019 and to consider any recommendations contained therein. **Appendix 5 (to follow)**
8.3 To consider proposed amendment to 12 December 2018 Finance and General Purposes Committee minutes (requested by Cllr Howells).
8.4 Review of budget lines. **Appendix 6 (to follow)**
- 9. Committee Matters: Executive Committee**
To receive the Minutes of the meeting held in public session on 7 March 2019 and to consider any recommendations contained therein. **Appendix 7 (to follow)**
- 10. Financial Matters**
To approve invoices for payment received since Finance & General Purposes meeting of 21 March 2019. **Appendix 8 (to follow)**
- 11. Updated Code of Conduct and Register of Interest forms**
Adoption of cover page. **Appendix 9 (to follow)**
- 12. Re-evaluation of Telephone System**
To consider the updated quotation.
Appendix 10 - Exempt paper EX24/2019 (to follow)
- 13. GDPR**
To consider approval of privacy policy. **Appendix 11 (to follow)**
- 14. Grounds Maintenance Contracts**
To consider approval of Grounds Contracts as follows:
14.1 Woodland maintenance, including coppicing.
14.2 Grass cutting and litter.
14.3 Footpath management, benches and tables.
14.4 Play areas and equipment. **Appendix 12 (to follow)**
- 15. Parish Meeting Minutes**
To receive the minutes of the Parish Meeting held on Monday 4 March 2019.
Appendix 13 (to follow if available)
- 16. Parish Poll**
To consider costs and timing.
- 17. 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.

18. Outside Bodies

To receive reports from meetings attended by Councillors.

19. General Correspondence

To note general correspondence received in the office.

20. To note the date of the next meeting

The next scheduled Full Council meeting will be Annual Council on Thursday 9 May 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.*

21. Full Council Meeting

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

Appendix 14 - Exempt paper EX25/2019 (to follow)

21.2 To approve the Minutes of the meeting of Ledbury Town Council held in Closed Session on 28 February 2019 as an accurate record.

Appendix 15 - Exempt paper EX26/2019 (to follow)

22. Committee Matters: Executive Committee

To receive the Minutes of the meeting held in public session on 7 March 2019 and to consider any recommendations contained therein.

Appendix 16 - Exempt paper EX27/2019 (to follow)

23. Recruitment Update

To receive an update on recruitment of Town Council staff.

24. Distinguished Citizen Awards

To receive an update on the Distinguished Citizen Awards.

25. Legal Costs

To consider outstanding claim from Cllr Harvey for costs incurred in the run up to the judicial review.

Appendix 17 - Exempt Paper EX28/2019 (to follow)

26. Statement for Public concerning Judicial Review. May 2018

To consider Statement prepared by Queen's Counsel.

Appendix 18 - Exempt Paper EX29/2019 (to follow)

