

**LEDBURY TOWN COUNCIL**  
**MINUTES OF A MEETING**  
**OF THE ENVIRONMENT & LEISURE COMMITTEE**  
**HELD ON THURSDAY 16<sup>th</sup> NOVEMBER 2017**

**Present:** Councillor A Bradford – Chairman  
Councillors: R Barnes A Crowe  
E Fieldhouse M Eager  
N Morris J Roberts  
J Simpson H Wilce

**In Attendance:** K Mitchell

**E.86 - 11.17 APOLOGIES**

Apologies for absence were received from Cllrs M Eakin, K Francis and A Manns.

**E.87 - 11.17 DECLARATIONS OF INTERESTS**

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

**E.88 - 11.17 PUBLIC PARTICIPATION**

None.

**E.89 - 11.17 MINUTES**

The Minutes of the Environment & Leisure Committee meeting held on 12<sup>th</sup> October 2017 were confirmed as a correct record.

**E.90 - 11.17 BUDGET 2018/19**

Members considered the second draft of the budget required by the Environment & Leisure Committee budget for 2018/19, copies having been circulated.

Members reviewed the budget sums for each cost centre/nominal codes and made the following changes:

Cost centre & Nominal Code	Budget line	2017/18	2018/19
102/4170	Maintenance Increase by £500 for lightning conductor maintenance	600	1,000
103/4106	Town Cleaner Re-name to Grounds Assistant	4,100	15,000
125/4014	Lengthsman Increase due to withdrawal of contribution from Herefordshire Council	3,762	5,016

It was suggested that a new cost centre be created to include all staffing costs across all committees. Further consideration of this matter to be referred to the Finance & General Purposes Committee.

Members were reminded that the draft budget for 2018/19 would be further reviewed at the next meeting.

#### **E.91 - 11.17 CEMETERY**

1. Members considered the purchase of a petrol hedge trimmer.

**RESOLVED: That a petrol hedge trimmer be purchased, within budget.**

2. Trees

Members received an update on proposed tree works previously considered by the committee (refer E.66-09.17 & E.79-10.17).

Members were advised that Herefordshire Council's Tree Officer and Conservation Team Leader had been considering the possibility of placing tree preservation orders on the trees identified for felling. The Clerk and Cllr Barnes had met the officers on site to view the trees in question and explain the reasons for the proposals to fell. Feed back had been expected but not received in time for the meeting.

Cllr Eager wished to register an objection to the involvement of Herefordshire Council in this matter.

**RESOLVED: That the Town Council be recommended to proceed with the felling of trees as previously identified (1x cedar and 2 x yews). That the Cedar tree be replaced with three suitable alternatives.**

#### **E.92 - 11.17 DOG HILL WOOD**

1. To further consider installation of CCTV in the cricket pitch area. (E.79-10.17 & C.120-09.17). The Chairman reported that a useful meeting had been held the previous evening with concerned residents and the police to discuss antisocial behaviour issues in the cricket pitch area of the wood, and gave a summary of the issues covered. Following discussion, it was

**RESOLVED: To erect appropriate signage. (10 x CCTV; 10 others to include Dog Watch and advisory signs) To research motion activated 'wildlife' type cameras and that the matter be brought back to the next meeting for further consideration.**

2. Members consider works to two trees as identified by the grounds maintenance contractor. Photographs of the works required were circulated to members.

**RESOLVED: That the works be put in hand.**

3. The Chairman gave an update on police action in respect of the fire damaged picnic table and advised that the offenders had agreed to pay for the damage.

It was agreed that when the new table is installed, all furniture should be re-sited further back from the adjacent residential properties to help alleviate antisocial behaviour issues.

A working party site visit will be arranged to agree installation positions.

### **E.93 - 11.17 RECREATION GROUND CENTENARY FIELD**

1. The Chairman gave a verbal report from the site visit at the Recreation Ground regarding the possible repositioning/removal of the youth shelter and to consider the opinions of the youth who were present, including their preferred replacement options. Members were circulated with possible options and costs for a replacement shelter.

Following a full discussion, it was

**RESOLVED: That the Town Council be recommended to replace the old shelter with a new shelter in the next financial year.**

Further discussion on options/designs and costs for a replacement shelter to be considered at the next meeting, when an appropriate sum can be added to the budget for 2018/19.

2. The Clerk advised that both lights on the Recreation Ground car park were out. BBLP had been able to repair one light, but the other needed to be replaced. A quotation from the commercial lighting team was awaited.

### **E.94 - 11.17 TOWN CENTRE**

Consideration of replacement bins in the town centre.

Ledbury Civic Society had agreed to purchase four new litter bins for the town and is seeking assistance with their installation.

**RESOLVED: That the Town Council be recommended to help fund the installation of the bins and to write a letter of support requesting assistance from Herefordshire Council/Balfour Beatty Living Places (BBLP) to install the bins.**

**That BBLP be requested to provide and install a replacement bin in the Bye Street car park.**

### **E.95 - 11.17 WORKING PARTIES**

Members considered the following reports:

- i. Christmas Lights Working Party meeting held on 17<sup>th</sup> October, 2017.

- ii. Christmas Lights Working Party meeting held on 22<sup>nd</sup> November, 2017, if available.

The Clerk advised that the Police were no longer able to facilitate putting out cones for town events and police cones will no longer be available. She had also advised that any road closures require a full risk assessment prior to the event and police resources should not be used to facilitate closures unless they are specifically requested and paid for at a special duty rate. The Police had also expressed some concerns regarding crowds congregating on the highway during the Christmas light switch on.

Councillors volunteered to act as traffic control for the switch-on.

**RESOLVED: That the Christmas Lights working party reports from the meetings held on 17<sup>th</sup> October and 22<sup>nd</sup> November be approved and adopted.**

- iii. Events Working Party (1918 Armistice Commemoration) meeting held on 23<sup>rd</sup> October 2017.

**RESOLVED: That the Events 1918 Armistice Commemoration working party report from the meeting held on 23<sup>rd</sup> October be approved and adopted.**

**E.96 - 11.17 CORRESPONDENCE**

Members were advised of the following correspondence:

An email had been received from resident of Hillfield Drive regarding antisocial behaviour in Dog Hill Wood. This had been brought to the attention of the meeting referred to at E.92 - 11.17, 1.

An email had been received from a non-resident regarding the public toilets in Bye Street, asking why the Town Council had given up on the toilets and why it had refused to take them back. A response had been sent advising that the toilets were not and never had been the responsibility of the Town Council.

**E.97 - 11.17 DATE OF NEXT MEETING AND AGENDA ITEMS**

The next meeting of the Environment & Leisure Committee will be held on 11<sup>th</sup> January 2018.

CHAIRMAN..... DATE.....