

**LEDBURY TOWN COUNCIL**  
**Minutes of a Meeting of**  
**Ledbury Town Council**  
**held on Thursday 3<sup>rd</sup> November 2016**

---

**Present:** Councillors: The Town Mayor, Councillor D Baker, Chairman  
R Barnes                    A Bradford  
M Eager                    M Eakin  
E Fieldhouse              K Francis  
A Harrison                E Harvey  
A Manns                    N Morris  
J Roberts                  N Roberts  
A Warmington

In attendance: Mrs K Mitchell - Clerk to the Council  
Mrs B Stump, Clerical Officer  
6 Members of the Public, Police and Press

**C.126 - 11.16 APOLOGIES**

Apologies were received from Councillor A Crowe.

**C.127 - 11.16 DECLARATIONS OF INTEREST**

No interests were declared at this point in the meeting.

**C.128 - 11.16 PUBLIC PARTICIPATION**

1. A local resident raised several questions about the Neighbourhood Development Plan (C.131 – 11.16 refers) and requested that a separate Full Council meeting be held regarding the progress of the project.
2. A local resident spoke about a protocol for recording and filming of council meetings.

**C.129 - 11.16 MINUTES**

The Minutes of the Full Council meeting held on Thursday, 29th September 2016 were approved as an accurate record.

**C.130 - 11.16 CHAIRMAN'S REPORT AND CORRESPONDENCE**

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

The Mayor told the meeting she had been saddened by the resignation of Rob Yeoman from his role as Ledbury Town Councillor and acknowledged his many years of service to the town.

The Mayor advised the meeting of correspondence received from local residents regarding concerns over antisocial behaviour, traffic management and an individual Councillor's behaviour at a recent Full Council meeting.

The Mayor reported that a request to log historical emails (relating to the Neighbourhood Development Plan) from a Ledbury Town Councillor under official correspondence was not relevant to the business on the agenda. She advised that the Plan was progressing through the work groups and that the Councillor had the opportunity to attend work group meetings to learn more of the Plan's progress.

### **C.131 - 11.16 NEIGHBOURHOOD DEVELOPMENT PLAN**

Cllr R Barnes presented the reports of the Neighbourhood Development Plan meetings held on 3<sup>rd</sup> and 19<sup>th</sup> October, copies having been circulated. He advised that the project was progressing well and that policies have been drafted regarding the settlement boundary, primary and secondary shop areas and the definition of the Town Centre area. These proposals would be included in the next consultation phase, starting end November/ beginning December.

**RESOLVED:** That the Reports from the meetings held on 3<sup>rd</sup> and 19<sup>th</sup> October be received and noted.

**VOTING:** For 13  
Abstention 1

**RESOLVED:** That funds be released within budget for the next consultation phase.

**VOTING:** For 10  
Against 4

It was proposed by Cllr Harvey, seconded and,

**RESOLVED:** That a separate Full Council meeting be convened to look at progress of the Neighbourhood Development Plan.

**VOTING:** For 13  
Against 1  
Abstention 2

### **C.132 - 11.16 HEREFORDSHIRE COUNCILLORS REPORTS**

Cllrs Harvey and Warmington had nothing to report on activities at county level.

Cllr Emma Holton had been unable to attend the meeting but provided a report which had been circulated to Councillors by email.

**C.133 - 07.16 COMMITTEE MATTERS - ECONOMIC DEVELOPMENT &**

- 166 -

**PLANNING**

Councillor A Manns, Vice Chairman of the Economic Development & Planning Committee, presented the minutes of the meeting held on 6<sup>th</sup> October 2016, copies having been circulated.

Referring to P.96 - 10.16, 2 Town Plan,

it was **RESOLVED: That Cllrs R Barnes, K Francis and N Morris serve on the Town Plan Task and Finish Group.**

**VOTING: For 12  
Abstentions 2**

**RESOLVED: That the Minutes P.89-10.16 to P.99-10.16, be received and noted and that any recommendations contained therein be approved and adopted.**

**VOTING: For 13  
Abstentions 1**

**C.134 - 11.16 COMMITTEE MATTERS - ENVIRONMENT & LEISURE**

Councillor M Eager, Chairman of the Environment & Leisure Committee (E&L) presented the minutes of the meeting held on 13th October 2016, copies having been circulated.

Referring to E.76-10.16, installation of the telephone and broadband line at the cemetery was further discussed.

**RESOLVED: That the CCTV system in the cemetery be upgraded with costs met from the Memorial testing reserves.**

**VOTING: For 11  
Against 2  
Abstentions 1**

Referring to E.77-10.16, the appointment of Mrs Anne Crane as Tree Warden was welcomed.

**RESOLVED: That the Minutes E.71-10.16 to E.81-10.16 be received and noted, and that any recommendations contained therein be approved and adopted.**

**VOTING: For 11  
Abstentions 3**

*Councillor Manns left the meeting at 8.47 pm.*

**C.135 - 11.16 COMMITTEE MATTERS - FINANCE & GENERAL PURPOSES**

1. Councillor Jayne Roberts, Vice Chairman of the Finance & General Purposes Committee presented the Minutes of the meeting held on 20th October 2016, copies having been circulated.

**RESOLVED: That the Minutes F.83-10.16 to F.94-10.16 be received and noted and that any recommendations contained therein be approved and adopted.**

**VOTING: For 10  
Abstentions 3**

2. Following the resignation of Councillor Rob Yeoman, Councillor Jayne Roberts was proposed as Chairman of the Finance & General Purposes Committee.

**RESOLVED: That Cllr Jayne Roberts be appointed as Chairman of the Finance & General Purposes Committee until May 2017.**

**VOTING: For 10  
Abstentions 3**

**C.136 - 11.16 COMMITTEE MATTERS – STANDING COMMITTEE**

1. Cllr E Fieldhouse, Deputy Mayor, presented the Minutes of the Standing Committee meeting held on 5<sup>th</sup> October 2016, copies having been circulated.

**RESOLVED: That the Minutes S.12-10.16 to S.15-10.16 be received and noted and that any recommendations contained therein be approved and adopted.**

**VOTING: For 9  
Abstentions 4**

2. Cllr D Baker Town Mayor, presented the Minutes of the Standing Committee Meeting held on 18<sup>th</sup> October 2016.

**RESOLVED: That the Minutes S.16-10.16 to S.20-10.16 be received and noted and that any recommendations contained therein be approved and adopted.**

**VOTING: For 10  
Abstentions 3**

**C.137 - 11.16 OPERATIONAL REVIEW**

Councillor Barnes presented a report from the Task and Finish Group meeting held on 17<sup>th</sup> October, copies having been circulated. Cllr Barnes reported that the items identified would form the basis of the final document issued to prospective consultants for tendering purposes. Councillors were requested to submit any comments or suggestions for inclusions to the office by the 30<sup>th</sup> November 2016.

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

**VOTING: Unanimous**

**C.138 - 11.16 NALC CONFERENCE**

Councillor N Morris requested to attend the NALC Changing Places Conference on 30<sup>th</sup> November 2016 in London as he felt it would be of benefit to the Council.

**RESOLVED: That approval be given for Councillor Morris to attend the Conference and that he writes a full report for the Council on his return. If Councillor Morris is unable to attend, he should immediately inform the Clerk to identify another delegate.**

**VOTING: For 12  
Abstentions 1**

**C.139 - 11.16 LEDBURY PLACES PROJECT**

1. Cllr Morris spoke about the Ledbury Places charity membership promotion evening held 27<sup>th</sup> October and hoped that Ledbury Town Council would support the initiative.

Councillor Harvey requested that the Council consider its representation on Ledbury Places following the resignation of former Councillor Yeoman, and, requested clarity about the Council's involvement with the project and ongoing management of the heritage buildings presently managed by the Town Council. The Chairman advised that this should be a matter for a future agenda.

2. Members consider writing a letter of support for Ledbury Places for a grant application to the Lottery Heritage fund.

**RESOLVED: That the Clerk writes a letter of support for Ledbury Places grant application to the Lottery Heritage Fund.**

**VOTING: For 10  
Abstentions 3**

**C.140 - 11.16 OUTSIDE BODIES**

1. Hereford City of Culture

Cllr Francis gave a verbal report on an open meeting held in Ledbury on 26<sup>th</sup> October to discuss Hereford’s bid to be UK City of Culture in 2021. The bid is being made on behalf of the city by the Herefordshire Cultural Partnership, though the intention is to include all of the market towns.

2. Appointment of Council Representatives to serve on a) Ledbury Food Group and b) the Ledbury Fairtrade Town Steering Group.

**RESOLVED: That Councillor Warmington be appointed as the Council’s representative on Ledbury Food Group.**

**VOTING: Unanimous**

**RESOLVED: That Councillor Eakin be appointed as the Council’s representative on the Ledbury Fairtrade Town Steering Group.**

**VOTING: Unanimous**

**C.141 - 11.16 GENERAL CORRESPONDENCE**

1. The Clerk gave details of general correspondence received in the office.
2. The Clerk advised Members that an email had been received from the Information Commissioner informing the Council that a Case Officer would be contacting the Clerk in due course regarding a complaint from a member of the public about the handling of a request under the Freedom of Information Act.
3. Cllr Harvey queried whether the Town Council would be responding to the Boundary Commission consultation on proposed changes to parliamentary constituency boundaries. The Town Mayor replied that the matter would be dealt with.

**C.142 - 11.16 TO NOTE THE DATE OF THE NEXT MEETING**

The next Full Council meeting is scheduled to take place on 8<sup>th</sup> December 2016.

The meeting closed at 9.26 pm.

Chairman..... Date: .....