

LEDBURY TOWN COUNCIL

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 Market House** on **Thursday 12th December, 2013** 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.

AGENDA

1. Apologies

To accept apologies for absence.

2. Declarations of Interests

To declare any interests in items on the agenda.

3. Dispensations

To consider any requests for new Disclosable Pecuniary Interest dispensations. (Requests should be in writing and addressed to the Clerk in advance of the meeting)

4. 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.

5. Minutes

- 5.1 To approve the Minutes of the meeting held on 7th November, 2013, as a correct record. **Copy herewith**
- 5.2 To approve the Minutes of the meeting held on 5th December, 2013, as a correct record. **Copy to follow**

6. Chairman's Report and Correspondence

To receive a report from the Chairman.

- Staffing Situation

7. Town Plan

7.1 To receive a report from the Town Plan Bridging Co-ordinator.

7.2 To note the Minutes of the Town Plan Steering Group meeting held on 26th November, 2013, and to consider any action required. **E.1**

8. 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.

9. Committee Matters – Environment and Leisure Committee

To note the Minutes of the meeting held on 14th November, 2013 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 21st November, 2013 and to consider any recommendations contained therein. **Copy herewith**

10.2 To note a letter from Herefordshire Council in respect of the Local Council Tax Support Scheme for 2014/15 and the effect on Parish precepts. **E.2**

10.3 To approve a revised draft response to the Hereford & Worcester Fire and Rescue Service – Integrated Risk Management Plan Consultation. **E.3**
(Refer F.63 - 11.13, 1)

10.4 Herefordshire Council Budget Consultation

‘Delivering our priorities with reducing resources’ The proposed budget for 2014/15 and plan for Herefordshire Council 2014/15 to 2016/17.

To further consider a response to the above consultation.
(Refer F.63 - 11.13, 2)

11. Neighbourhood Plan

11.1 To note the Report from the Neighbourhood Plan Working Party meeting held on Tuesday 5th November 2013. **E.4**

11.2 To note the Report from the Neighbourhood Plan Working Party meeting held on Tuesday 3rd December 2013 and to consider any recommendations contained therein. (if available)

11.3 Engagement of Consultants

To consider the recommendation from the interview panel.

12. Ledbury Poetry Festival 2014

Ledbury Poetry Festival and Ledbury Food Group are planning a food market on St Katherine's car park linked with the Town Party on Sunday 13th July 2014. The Town Council is requested to give support to the event.

13. Ledbury Places Project (formerly Ledbury Community and Heritage Regeneration Project)

13.1 To receive, if available, any information relating to the project and to consider any action required.

- Briefing note from Cllr R Barnes. (Refer F.59 - 11.13) (Previously circulated by email)

13.2 To endorse acceptance of offer of consultancy time from the Ledbury Places Project for business planning support.

14. HMS Ledbury – Freedom Parade

14.1 To consider setting up a Working Party to make arrangements for the visit by the Ship's Company between 21st and 23rd February 2014.

14.2 To appoint Members to serve on the Working Party.

15. Outside Bodies

15.1 To appoint a representative to serve on the Ledbury Rural Parishes Cluster Group.

15.2 To receive reports from meetings attended by Councillors.

- PACT Meeting held on 2nd December 2013.
- Ledbury Rural Parishes Cluster Group Meeting held on Wednesday 11th December, 2013, if available.

16. General Correspondence

List for information

17. Questions to the Town Mayor, pursuant to Standing Order No.8.

To receive questions from Councillors.

18. Date of next meeting

The next scheduled meeting of the Full Council meeting is due to take place on the 7th February 2014.

Please note that an additional meeting to approve the Budget and Precept for 2014/15 has been scheduled for 30th January 2014.

K Mitchell
Clerk to the Council
6th December 2013
Tel: 01531 632306

Members of the Public and Press are welcome to attend this meeting
www.ledburytowncouncil.gov.uk