



LEDBURY TOWN COUNCIL

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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**, Ledbury on **Thursday 1 November 2018** 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
26.10.2018

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

- 4.1 To approve the Minutes of the Meeting of Ledbury Town Council held in Public Session on 27 September 2018 as an accurate record.

Appendix 1

- 4.2 To approve the Minutes of the Extraordinary Meeting of Ledbury Town Council held in Public Session on 4 October 2018 as an accurate record. **(Item to follow)**
5. **Chairman's Report and Correspondence**
6. **Committee Matters: Economic Development & Planning Committee**
To receive the Minutes of the meeting held on 4 October 2018 and to consider any recommendations therein. **Appendix 2**
7. **Committee Matters: Environment and Leisure Committee**
To receive the Minutes of the meeting held on 11 October 2018 and to consider any recommendations contained therein. **Appendix 3**
8. **Committee Matters - Finance and General Purposes Committee**
- 8.1 To receive the Minutes of the meeting held in Public Session on 18 October 2018 and to consider any recommendations contained therein **(Item to follow)**
- 8.2 To receive the Minutes of the Extraordinary meeting held on 25 October 2018 and to consider any recommendations contained therein. **(Item to follow)**
- 8.3 To approve the invoice from The Talbot Hotel, Ledbury regarding the Interim Clerk's accommodation.
9. **Operational Review**
Reviewing our committee structure.
10. **Budget process/precept 2019-20**
- 10.1 Parish Meeting on next year's budget, 14 November 2018
- 10.2 Joint Committee Budget Meeting, 29 November 2018
11. **Committee Membership**
To consider Committee membership requests from new elected Councillors Knight, Low and Whattler.
12. **Internal Audit and External Audit**
13. **Website Tender**
14. **Town Council Policies**
Political parties booking pitches at the Tuesday and Saturday Charter Markets.
15. **Recruitment Update**
To receive an update on the recruitment of Town Clerk and Groundsman.
16. **Neighbourhood Development Plan**
To receive an update on progress.
17. **Judicial Review**
To receive an update on progress.
18. **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.

19. Outside Bodies

To receive reports from meetings attended by Councillors.

20. General Correspondence

To note general correspondence received in the office.

21. To note the date of the next meeting

The next scheduled Full Council meeting will be held on 6 December 2018.

<p><i>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.</i></p>

22. Full Council Meeting

To approve the Minutes of the Meeting of Ledbury Town Council held in Private Session on 27 September 2018 as an accurate record.

23. Extraordinary Full Council Meeting

To approve the Minutes of the Extraordinary Meeting of Ledbury Town Council held in Private Session on 4 October 2018 as an accurate record.

24. Finance and General Purposes Committee

To receive the Minutes of the meeting held in Private Session on 18 October 2018 and to consider any recommendations contained therein.