



# 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**, Lawnside Road, Ledbury on **Thursday 29<sup>th</sup> September, 2016** 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.

Mrs K Mitchell  
Clerk to the Council  
23.09.2016

## **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.

**Anyone who objects to being filmed or recorded should notify the Clerk or Chairman prior to the commencement of the meeting.**

## **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 Full Council meeting held on 21<sup>st</sup> July, 2016 as an accurate record.

**Copy herewith**

**5. Chairman's Report and Correspondence**

To receive a report from the Town Mayor and Deputy Mayor.

**6. Neighbourhood Development Plan**

To receive a report from the Group meeting held on 8<sup>th</sup> August, 2016 and to consider any recommendations contained therein.

**E.1**

**7. Committee Matters - Economic Development & Planning Committee**

7.1 To receive and note the Minutes of the meeting held on 4<sup>th</sup> August, 2016.

**Copy previously circulated**

7.2 To receive and note the Minutes of the meeting held on 1<sup>st</sup> September, 2016 and to consider any recommendations contained therein. **Copy herewith**

**8. Committee Matters - Environment and Leisure Committee**

8.1 To receive and note the Minutes of the meeting held on 8<sup>th</sup> September, 2016 and to consider any recommendations contained therein. **Copy herewith**

8.2 To consider costs for sign writing Council vehicle (refer E.66-09.16, 2)

**9. Committee Matters - Finance and General Purposes Committee**

9.1 To receive and note the Minutes of the meeting held on 15<sup>th</sup> September, 2016 and to consider any recommendations contained therein. **Copy to follow**

9.2 To consider delegating authority to the Clerk in consultation with the Chairman of Finance & General Purposes to approve quotations for replacement lights underneath the Market House.

**10. Code of Conduct**

The Town Council is invited to comment upon the revised Standards Procedure for dealing with code of conduct complaints. Closing date for comments is 7<sup>th</sup> October 2016. **E.2**

**11. Operational Review**

To receive an update from the Task and Finish Group.

**12. Notice of Motion 3/2016**

Proposed by Councillor E Harvey, seconded by Cllr A Warmington.

Following the positive statement issued by Herefordshire Council, councillors are asked to echo and amplify this act of community leadership by making a clear collective commitment to encourage tolerance and openness. To this end, I call upon this council to resolve that:

“This council wishes to state unequivocally that Ledbury welcomes people from all walks of life - and will continue to do so.

We want Ledbury to be known for being a diverse and tolerant community. Unkind speech and acts of prejudice have no place in our parish.

This council continues to promote and celebrate difference and we condemn all forms of racism, xenophobia and hate crime.

We encourage respect for one another in all that we say and do, and wish to reassure all people visiting and living in this area that they are welcome and valued members of our community.”

**13. 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.*

**14. Ledbury Places Project**

To receive a report (if available) from Town Council representatives on the Ledbury Places Project.

**15. Outside Bodies**

To receive reports from meetings attended by Councillors.

**16. General Correspondence – For information only**

To note general correspondence received in the office.

**17. Date of the next meeting**

The next meeting is scheduled to be held on 3<sup>rd</sup> November 2016.

Note: In the event of a contested election to fill the vacancy in the north ward, Herefordshire Council has requested use of the Community Hall for use as a polling station on 3<sup>rd</sup> November, 2016.

*PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960*

*In order to consider confidential employment matters, it is likely that a resolution will be passed to exclude members of the public.*

**18. Standing Committee**

18.1 To Note the Minutes of the Standing Committee meeting held on 15<sup>th</sup> September, 2016, and to consider any recommendations contained therein.

**Copy to follow**

18.2 To consider a staffing matter.