

## LEDBURY TOWN COUNCIL

### **TO: ALL MEMBERS OF THE TOWN COUNCIL**

Dear Member

**NOTICE IS HEREBY GIVEN** that a **Meeting** of the **Environment and Leisure Committee** will be held in the **Town Council Offices** on **Thursday 23<sup>rd</sup> May, immediately following the Full Council meeting.** All Committee 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. Interests**

To receive declarations of interests in items on the agenda.

**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 confirm the Minutes of the Environment & Leisure Committee meeting held on 14<sup>th</sup> March, 2013, as a correct record. **Copy previously circulated**

4.2 To confirm the Minutes of the Environment & Leisure Committee meeting held on 9<sup>th</sup> May, 2013, as a correct record. **Copy herewith**

**5. Cemetery**

5.1 To receive a tree inventory and safety inspection report from B J Unwin Forestry Consultancy and to consider any action required.  
Copy to be circulated by email. Hard copies available on request.

5.2 To receive an update on installation of CCTV equipment. Cllr Eager

5.3 To consider a request for permission to install a memorial bench.  
(Photograph to be circulated by email and displayed at the meeting)

**6. Closed Churchyard**

To consider works to trees on boundary between the Churchyard and Rectory.

**E.1**

**7. Dog Hill Wood**

To receive a tree safety inspection report from B J Unwin Forestry Consultancy and to consider any action required.  
Copy to be circulated by email. Hard copies available on request.

**8. Recreation Ground**

- 8.1 To receive an update on the installation of outdoor fitness equipment and to discuss arrangements for an opening ceremony.
- 8.2 To receive an update on repositioning of CCTV cameras.
- 8.3 To receive an update on Skatepark remedial works.

**9. Town Centre**

To receive an update, if available, on repairs to cobbled areas.

**10. Working Parties**

10.1 To note the report from the Christmas Lights Working Party meeting held on 29<sup>th</sup> April, 2013 and to consider any recommendations contained therein. **E.2**

10.2 To confirm existing and to appoint any new Working Parties.

Existing: Cemetery  
Charter Market  
Christmas Lights  
October Fair  
Recreation Ground  
Look@Ledbury  
Historic Tours  
War Memorial

10.3 To appoint Committee Members to serve on approved Working Parties.

The Town Mayor and Deputy Town Mayor, the Chairman and Vice Chairman of this Committee will automatically sit on each Working Party.

**11. Correspondence**

11.1 To note a letter from the Royal British Legion regarding the refurbishment of the War Memorial. **E.3**

11.2 The Town Council is notified that the Fields in Trust (FIT) Annual General meeting will be held on Friday 14<sup>th</sup> June at 1pm, in London.

**12. Outside Bodies**

To receive reports from Councillors who have attended meetings as a representative of Council.

- Ledbury Greenspaces Liaison Group Meeting held on 7<sup>th</sup> May 2013. **E.4**
- Herefordshire Tree Forum meeting held on 15<sup>th</sup> March 2013 Cllr M Eager **E.5**

**13. Date of next meeting and items for inclusion on a future agenda.**

To note that the date of the next Environment & Leisure Committee meeting is scheduled for 18<sup>th</sup> July, 2013.

Each Councillor is requested to use this opportunity to raise items for inclusion on future agendas. Councillors are respectfully reminded that this item is not an opportunity for debate or decision making.

*PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960*

*Due to the confidential nature of the business to be transacted and pursuant to Section 1(2) of the above Act it is requested that the public and press are excluded during discussion of this agenda item on the grounds of the likely disclosure of exempt information.*

**14. Cemetery**

To consider a budget quotation for conversion works at cemetery cottage.

**EX09/13**

**15. Closed Churchyard**

A section of the stone wall has collapsed and requires remedial action. The committee is requested to approve removal of ivy and consider estimates for remedial works required. (If available)

**16. Recreation Ground**

**EX10/13**

16.1 To consider quotations for replacement accessible swing seats.

16.2 To consider quotations for installation and painting of benches, resiting and painting of bins (refer Recreation Ground W P meeting 20.03.13)

16.3 To consider quotations for external power supply in the High Street.  
(to follow)

**17. War Memorial**

To consider quotations for the refurbishment of the War Memorial

**EX11/13**

*Kyle*

Mrs K Mitchell  
Clerk to the Council  
17th May 2013  
01531 632306

Members of the Public and Press are welcome to attend this meeting  
[www.ledburytowncouncil.gov.uk](http://www.ledburytowncouncil.gov.uk)