



# LEDBURY TOWN COUNCIL

TOWN COUNCIL OFFICES . CHURCH STREET . LEDBURY  
HEREFORDSHIRE HR8 1DH . Tel. (01531) 632306 Fax (01531) 631193  
e-mail: [admin@ledburytowncouncil.gov.uk](mailto:admin@ledburytowncouncil.gov.uk) website: [www.ledburytowncouncil.gov.uk](http://www.ledburytowncouncil.gov.uk)

**To: All members of Ledbury Town Council**

Dear Member,

**NOTICE IS HEREBY GIVEN** that a Meeting of the **Standing Committee** will be held in the **Town Council Offices on Thursday 15<sup>th</sup> September, 2016** starting at **7p.m.** All Committee members are summoned to attend.

The business to be transacted is set out in the agenda, which is detailed below.

Mrs K. J. Mitchell  
Clerk to the Council  
09.09 2016

## AGENDA

### *PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960*

*In accordance with Standing Order No.19 (Handling staff matters) a resolution will be passed to exclude members of the public and councillors who are not members of the Standing Committee.*

1. Apologies  
To receive apologies for absence.
2. Interests  
To receive any declarations of interest and written requests for dispensations.  
*Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Ledbury Town Council Code of Conduct for Members and by the Localism Act 2011.*
3. To accept apologies for absence.
4. To receive declarations of interests in items on the agenda.
5. To approve the Minutes of the meeting held on 14<sup>th</sup> July, 2015 as a correct record. Previously circulated
6. To consider a staffing matter raised by a Town Councillor.
7. To consider an internal review of a Freedom of Information Act request.