

LEDBURY TOWN COUNCIL

ICT Working Party held on Monday 8th January 2018

Present: Cllrs Bob Barnes (Chair), Martin Eager (note taker), Keith Francis, Nina Shields, Jane Hopkins and Nick Morris (In part).

- 1. Apologies:** None received.
- 2. Notes:** of the meeting held on 13th November 2017 were adopted subject to a corrective amendment and a follow-up action.
 - i. Item 3. Change draft tender to draft invitation to tender document
 - ii. Cllr Hopkins still waiting for draft changes/amendments from Clerk for requirement documents.
- 3. Local Government Transparency Code 2015 (document):**

Perused and discussed, agreement (amended) that this should be adopted as a framework document for LTC.

Re Part 3 Local Authority Land to include Centenary Fields Recreation Ground, Closed Churchyard, Cemetery, Dog Hill and various amenity areas in Deerpark, also properties such as Town Council Offices and The Market House.

RECOMMENDATION: That the LGTC 2015 is adopted by Ledbury Town Council and published on the new LTC website.

- 4. Invitation to Tender (Website) Document:**

Members discussed in depth and at length the draft document produced by Cllrs Hopkins & Shields, members in particular went through the introduction & mission statement, the committee roles and working, councillors presence, roles & councillor/staff contactability. There were many and varied suggestions for changes and amendments which were taken on board by Cllrs Hopkins & Shields and will be presented in version 2 of the draft invitation to tender document, and looked at again at the next WP meeting.

The discussion threw up and ignited a debate as to the role/designation of the Mayor/Chairman of the Council.

Following this discussion at 20.10hrs Cllr Morris left the meeting.

Members requested written articles for Dog Hill (history) & new Town Crier.

Inclusion of Full Council meetings (purpose), working parties and outside bodies.

Changes in images including putting Market House and Church Lane as dominant photos on welcome page.

RECOMMENDATIONS:

- a. That LTC clarify the election process and roles of Chairman/Deputy of the Council & Mayor.
- b. That a written article is drawn up of Dog Hill. Cllr Eager
- c. That a written article on new Town Crier is produced. Cllr Francis

- d. That the Recreation Ground is now referred to as the Centenary Fields Recreation Ground In this and all future LTC documents, with an explanation on the new website.
- e. That Jenny Harrison be asked to produce information or write a short piece on the history of the Centenary Fields Recreation Ground. Cllr Barnes
- f. Cllr Barnes to supply Cllr Hopkins with a comprehensive committee function list.

With the lateness of the hour it was proposed that further amendments were emailed to Cllr Hopkins for further discussion at next meeting.

5. Participatory Budgeting:

RECOMMENDATION: That the recent request for a new seat to be sited outside the Old Cottage Hospital should be funded from the Participatory Budget.

See item 6

6. Newsletter:

Items for inclusion in March deadline in Ledbury Focus, previously decided that Participatory budgeting to be dominant, discussion – resulting in the following recommendations.

- RECOMMENDATIONS:**
- a. That the Town Plan working party pick out several ‘wish list’ items/projects that can then be voted on by the public for Participatory Budget funding.
 - b. That a more welcoming and user friendly heading is produced to entice more interest in nominating funding projects.
 - c. That an introductory feature on the new Town Crier is put into the newsletter, and maybe some form of competition for a nickname (Bill the Bell now Clive the ???) Cllr Francis

Meeting Closed at 9pm

Next Meeting is Monday 29th January 2018 at 7pm in the Council Offices.