

**LEDBURY TOWN COUNCIL**  
**Minutes of the**  
**Annual Council Meeting**  
**held on Thursday 12<sup>th</sup> May 2016**  
**in The Community Hall, Ledbury**

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**Present:** Councillors:    D Baker                    R Barnes  
                                 P Bettington            A Bradford  
                                 A Crowe                M Eager  
                                 M Eakin                 E Fieldhouse  
                                 K Francis              A Harrison  
                                 E Harvey                A Manns  
                                 N Morris                J Roberts  
                                 N Roberts              R Yeoman

In attendance:    Mrs K Mitchell - Clerk to the Council  
                                 Mrs M Bradman - Deputy Clerk to the Council  
                                 Approximately 70 members of the public and Press.

**C.58 - 05.16 ELECTION OF TOWN MAYOR FOR 2016/17**

There were two nominations for Town Mayor:-  
Councillor D Baker and P Bettington  
A named vote was taken

**VOTING:**            **Councillor D Baker (11)**  
                                 D Baker                R Barnes  
                                 A Crowe               M Eakin  
                                 E Fieldhouse        K Francis  
                                 A Harrison            A Manns  
                                 J Roberts              N Roberts  
                                 R Yeoman

**Councillor P Bettington (5)**  
                                 P Bettington        A Bradford  
                                 M Eager              E Harvey  
                                 N Morris

**RESOLVED: That Councillor D Baker be  
elected as Town Mayor for  
2016/17.**

Councillor Baker declared her Acceptance of Office as Town Mayor and signed the Declaration, witnessed by the Clerk to the Council. She then gave an address of thanks for her election.

**C.59 - 05.16 ELECTION OF DEPUTY MAYOR FOR 2016/17**

It was proposed, seconded and

**RESOLVED: That Councillor E Fieldhouse be elected as Deputy Town Mayor for 2016/17.**

**C.60 - 05.16 APOLOGIES**

Apologies were received from Councillors M Mackness and A Warmington.

**C.61 - 05.16 DECLARATIONS OF INTEREST**

There were no interests declared at this point in the meeting.

**C.62 - 05.16 PUBLIC PARTICIPATION**

A local resident voiced her concerns over actions taken by the Town Council regarding a confidential employment matter.

**C.63 - 05.16 MINUTES**

1. The Minutes of the meeting held on 7<sup>th</sup> April 2016, copies having been circulated, were confirmed as an accurate record and signed by the Chairman.
2. The Minutes of the Extraordinary Full Council meeting held on 5<sup>th</sup> May, 2016 copies having been circulated, were confirmed as an accurate record and signed by the Chairman.

**C.64 - 05.16 VOTE OF THANKS FOR 2015/16 TOWN MAYOR**

On behalf of the Town Council, Cllr R Barnes gave a vote of thanks to the retiring Mayor, Cllr A Crowe.

Councillor Crowe was presented with her Past Mayor's badge.

Cllr Crowe replied to her vote of thanks and gave a closing address.

**C.65 - 05.16 REVIEW AND CONFIRMATION OF COMMITTEES AND THEIR FUNCTIONS**

- a) Members reviewed the Council's Committees and functions thereof.

**RESOLVED: That the Town Council operate:-**

**Three main committees:-**

- **Economic Development & Planning, with delegated authority to examine and comment upon Planning Applications**
- **Environment & Leisure**

- **Finance & General Purposes, with delegated authority to examine and approve payments on behalf of Council**

**Plus a Standing Committee for administrative matters.**

**And, that the functions of each committee, be approved and adopted.**

**VOTING: Unanimous**

b) Appointment of Members to serve on Committees

Members were reminded that an impending review of the committee system may bring about changes to Committees and their functions.

**RESOLVED: That Councillors serve on the following committees:-**

**Economic Development and Planning**

D Baker	R Barnes
A Bradford	A Crowe
M Eager	M Eakin
E Fieldhouse	K Francis
M Mackness	A Manns
N Morris	J Roberts
N Roberts	A Warmington

**Environment and Leisure**

D Baker	R Barnes
A Bradford	P Bettington
A Crowe	M Eager
M Eakin	E Fieldhouse
K Francis	A Manns
N Morris	J Roberts
N Roberts	R Yeoman

**Finance and General Purposes**

D Baker	R Barnes
A Bradford	P Bettington
M Eager	E Fieldhouse
K Francis	M Mackness
A Manns	N Morris
A Warmington	R Yeoman

**VOTING: For 13  
Against 2  
Abstentions 1**

c) Election of Chairman and Vice Chairman of appointed Committees.

**Economic Development and Planning**

**RESOLVED:** That Councillor R Barnes be appointed as Chairman of the Economic Development and Planning Committee for the year 2016/17.

**VOTING:** For 14  
Against 2

**RESOLVED:** That Councillor A Manns be appointed as Vice Chairman of the Economic Development and Planning Committee for the year 2016/17.

**VOTING:** For 14  
Against 2

**Environment and Leisure**

**RESOLVED:** That Councillor M Eager be appointed as Chairman of the Environment & Leisure Committee for the year 2016/17.

**VOTING:** Unanimous

**RESOLVED:** That Councillor A Bradford be appointed as Vice Chairman of the Environment & Leisure Committee for the year 2016/17.

**VOTING:** For 14  
Against 1  
Abstentions 1

**Finance and General Purposes**

**RESOLVED:** That Councillor R Yeoman be appointed as Chairman of the Finance & General Purposes Committee for the year 2016/17.

**VOTING:** For 12  
Against 3  
Abstentions 1

**RESOLVED:** That Councillor J Roberts be appointed as Vice Chairman of the Finance & General Purposes Committee for the year 2016/17.

**VOTING:** For 13  
Against 1  
Abstentions 2

#### C.66 - 05.16 ADOPTION OF STANDING ORDERS

**RESOLVED:** That Standing Orders be approved and adopted.

**VOTING:** For 15  
Abstentions 1

#### C.67 - 05.16 ADOPTION OF FINANCIAL REGULATIONS

**RESOLVED:** That Financial Regulations be approved and adopted.

**VOTING:** For 12  
Against 3  
Abstentions 1

#### C.68 - 05.16 REVIEW OF REPRESENTATION ON OUTSIDE BODIES

Members reviewed the Council's representation on Outside Bodies.

**RESOLVED:** That members serve on Outside Bodies, as follows:-

1.	Access Group	<i>Check if group is still in existence</i>
2.	Age UK	<b>A Manns</b>
3.	Community Choir (President Town Mayor)	<b>Town Mayor</b>
4.	Emma Russell Foundation	<b>N Morris</b>
5.	Ledbury Fairtrade Town Steering Group	<b>No representatives appointed</b>
6.	Greenspaces Liaison Group	<b>D Baker, P Bettington, A Crowe, M Eager, E Fieldhouse, K Francis, A Manns.</b>
7.	HALC (East Herefordshire Group)	<b>R Barnes, P Bettington, K Francis</b>
8.	Herefordshire Association of Local Councils (Exec Ctte)	<b>K Francis (P Bettington - substitute)</b>
9.	Herefordshire Market Towns Core Committee	<b>No longer in existence</b>

10.	Herefordshire Market Towns Forum	<b>D Baker, R Barnes, M Eager (plus Clerk)</b>
11.	Ledbury Carnival Association	<b>D Baker, A Crowe, A Manns</b>
12.	Ledbury Community Association	<b>R Barnes, P Bettington, M Eager, E Fieldhouse, N Morris</b>
13.	Ledbury Consolidated Charities	<b>D Baker, P Bettington</b>
14.	Ledbury in Bloom	<b>Town Mayor, A Crowe, E Fieldhouse, K Francis.</b>
15.	Ledbury Strömstad Twinning Association	<b>Town Mayor, P Bettington.</b>
16.	Ledbury Food Group	<b>No representatives appointed.</b>
17.	Ledbury Rural Parishes Cluster Group	<b>M Eager</b>
18.	Ledbury Places	<b>R Barnes, M Eager</b>

**VOTING:** For 14  
Abstentions 2

#### **C.69 - 05.16 CYCLE OF MEETINGS FOR 2016/17**

**RESOLVED:** That the cycle of meetings for 2016/17, be approved and adopted.

**VOTING:** For 15  
Abstentions 1

#### **C.70 - 05.16 THE QUEEN'S 90 BIRTHDAY CELEBRATIONS TASK AND FINISH GROUP.**

Members received a report from the Task and finish group meeting held on 10th May, 2016, copies having been circulated.

Members considered and took a separate vote on each the four recommendations.

**RESOLVED:** To purchase 1 Union Flag with Royal Standard, 5ft by 3ft, at cost of £5 and 30 Union Flags 3ft by 2ft (with eyelets) at cost of £4 per flag = £120.

**VOTING:** Unanimous

**RESOLVED:** To purchase a Commemoration book, to be available for people to sign on June 11<sup>th</sup> at LTC stand at Community Day and thereafter in Town Council Offices.

**VOTING: Unanimous**

**RESOLVED:** To approve in principle, the purchase of 3 benches to replace benches around Market House, and that a plaque be affixed, recording Queen's 90<sup>th</sup> Birthday, Queen as longest reigning monarch and her Diamond Jubilee.  
Existing benches to be resited to Recreation Ground.

Quotations to be sought and presented to relevant committee.

**VOTING: Unanimous**

**RESOLVED:** To approve in principle, hosting a Tea Party for 90 guests, aged 65+, to be held in the Community Hall on afternoon of 25<sup>th</sup> September 2016.

**VOTING: For 15  
Abstentions 1**

#### **C.71 - 05.16 NEIGHBOURHOOD DEVELOPMENT PLAN**

Members received a report of the Neighbourhood Development Plan Management Team meeting held on 3<sup>rd</sup> May 2016, copies having been circulated.

**RESOLVED:** That the report be received and noted and that the recommendation contained therein be approved and adopted.

**VOTING: For 14  
Abstentions 2**

#### **C.72 - 05.16 INVOICES FOR PAYMENT**

Members considered a list of invoices for payment, copies having been circulated. (Schedule to be lodged with the Minutes).

**RESOLVED:** That invoice no's 1-28 be approved for payment.

**C.73- 05.16 CODE OF CONDUCT**

Members considered a proposal to submit Code of Conduct complaints against Cllrs E Harvey and A Warmington for behaviour likely to bring the Town Council into disrepute.

Following discussion,

it was **RESOLVED:** That Code of Conduct complaints be submitted against Cllr Harvey for: Complaints received from members of the public concerning disrespectful remarks about union flag bunting as reported in the local and national press; swearing and disrespectful behaviour towards the Chief Executive of Herefordshire Association of Local Council (HALC).

And, Cllr Warmington for: Disrespectful behaviour and threatening gesture towards the Chief Executive of HALC.

<b>VOTING:</b>	<b>For</b>	<b>9</b>
	<b>Against</b>	<b>4</b>
	<b>Abstentions</b>	<b>3</b>

The meeting closed at 9.24pm.

Chairman..... Date.....