

## LEDBURY TOWN COUNCIL

ITC Working Party held on Monday 29<sup>th</sup> January 2018

Ledbury Town Council Offices at 7pm

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**Present:** Cllrs Bob Barnes (Chair), Martin Eager (note taker), Nina Shields, Nick Morris, Jane Hopkins.

- 1. Apologies:** Keith Francis
- 2. Report of meeting held 8<sup>th</sup> January 2018** – were noted as an accurate record.
- 3. Invitation To Tender:** Draft document presented & previously distributed by email.

**Recommendation:** That the draft document be recommended to F&GP Committee for adoption subject to a final check over by the Clerk.

**4. Appendix 1. Tender Document – Text, Links, Articles & Information:**

Members went through the appendix document making corrections and suggesting links to outside websites including Herefordshire Council.

The majority of the changes were minor and/or corrective, the following is of note..

**Noted: Council Staff, that junior staff members would not be obliged to have their photo posted on the new website.**

**Noted: That a link be introduced to the Town's Market Charter.**

**Articles on Cemetery, Dog Hill and Town Crier still to be completed, caption photos to be sourced from internal collection.**

**5. Newsletter:** Presented to members and.....

**Recommendation:** To Full Council 1<sup>st</sup> February to adopt as presented (Deadline 8<sup>th</sup> February) but with a change to the heading [A Budget for the People] to Community Chest.

**6. AOB:** Bob Barnes reported that the ITC budget spent this year was just over £5k.

**Next Meeting – No Date Set.**