

LEDBURY TOWN COUNCIL

Minutes of a Meeting of

Ledbury Town Council

held on

Thursday 20th June 2013

Present: Councillors: The Town Mayor, Councillor T Widdows, Chairman

R Barnes	P Bettington
A Bradford	A Conway
M Eager	K Francis
E Harvey	C Jupp
C Ridler	C Stallard Daniels
P Watts (part)	R Yeoman

Also Present: Mrs K Mitchell – Clerk to the Council
Ms D Baldwin – Deputy Clerk to the Council
11 Members of the public; 1 Member of the Press

C.18 - 06.13 APOLOGIES

Apologies were received and accepted for Councillors L Fieldhouse, M Roberts and P Winter.

C.19 - 06.13 DECLARATIONS OF INTEREST

Councillor K Francis – Non Pecuniary Interest - C.23 - 06.13 Multiple Asset Transfer (as member of Ledbury Civic Society)

C.20 - 06.13 DISPENSATIONS

No applications for dispensations had been received.

C.21 - 06.13 PUBLIC PARTICIPATION

Two members of the Ledbury and District Civic Society gave a re-cap on the Multiple Asset Transfer proposals. The Civic Society, is an organisation of sufficient standing to manage a grant from Central Government, and are working closely with Herefordshire Council to apply for a grant to carry out a feasibility study and are seeking a nominee from Ledbury Town Council to serve at those meetings.

Several members of the public spoke of their concerns over the possible development of the Lawnside Road area and asked what information Ledbury Town Council had on this matter. Councillor Widdows informed them that a developer had contacted the Town Council asking for a meeting with representatives of the Town Council to discuss his ideas for the Lawnside Road area. The Mayor declined this, but invited him to attend a Full Council meeting to put his ideas to all members in open meeting, which was refused, but the offer to meet was left on the table. This was the only information that Ledbury Town Council had on this matter so far. The general feeling among the public present was that the Town Council should meet with the developer in order to obtain information.

In the interest of expediency, the following two agenda items (13 & 14) were brought forward.

C.22 - 06.13 MEETING WITH PROPERTY DEVELOPER

Councillors Bettington & Stallard Daniels declared a non pecuniary interest at this point in the meeting.

Members considered a request from a property developer to meet with representatives of Ledbury Town Council to discuss his ideas for the Lawnside Road area.

Following discussion,

it was **RESOLVED:** That, subject to legal advice, the Town Council agree to a meeting with the Developer, in the presence of a Herefordshire Council Planning Officer and the Council's Legal Representative, to receive his ideas on the development of the Lawnside Road Area.

All Councillors to be invited to attend, and the Developer to be advised that any information received will be made public.

VOTING: For 12
Against 1

C.23 - 06.13 MULTIPLE ASSET TRANSFER

Councillors considered nominating a representative to serve on the Multiple Asset Transfer Group (MAT).

RESOLVED: That the Town Mayor serve as the Town Council's representative on the MAT Group, with the Deputy Mayor as his substitute.

VOTING: Unanimous

C.24 - 06.13 MINUTES

1. The Minutes of the Annual Council Meeting held on 9th May 2013, copies having been circulated, were confirmed as an accurate record and signed by the Chairman.

2. The Minutes of the Meeting held on 23rd May 2013, copies having been circulated, were confirmed as an accurate record and signed by the Chairman.

C.25 - 06.13 CHAIRMAN'S REPORT

The Town Mayor, Councillor Terry Widdows presented a written report on his mayoral activities since the last meeting, copies having been circulated to members. He advised members that a meeting of the Accommodation Working Party would be held on 9th July to discuss the MAT project, and encouraged all Councillors to attend.

C.26 - 06.13 LEDBURY TOWN PLAN

1. Mr G Holliday, acting secretary of the Town Plan Steering Group presented a report on the Group's activities since the last meeting.

RESOLVED: That the Report be noted.

2. Members received the Minutes of the Town Plan Steering Group meeting held on 28th May 2013, copies having been previously circulated.

RESOLVED: That the Minutes be noted.

C.27 - 06.13 HEREFORDSHIRE COUNCILLORS' REPORTS

Members received a written report from ward member E Harvey on activities at county level. (Copy to be lodged with the Minutes and posted on the Town Council website)

Councillors Bettington and Watts gave verbal reports to the meeting. Councillor Jupp repeated his question, previously asked of ward members, about re-instatement of music to be played during public swimming times, and requested a written response.

C.28 - 06.13 COMMITTEE REPORTS – ENVIRONMENT & LEISURE

1. Councillor M Eager, Chairman of the Environment and Leisure Committee presented the minutes of the meeting held on 9th May, 2013, copies having been circulated.

RESOLVED: That the minutes E.1-05.13 to E.6-05.13 be received and noted and that any recommendations contained therein be approved and adopted.

VOTING: Unanimous

2. Councillor M Eager, Chairman of the Environment and Leisure Committee presented the minutes of the meeting held on 23rd May, 2013, copies having been circulated.

RESOLVED: That the minutes E.7- 05.13 to E.24-05.13 be received and noted and that any recommendations contained therein be approved and adopted.

VOTING: Unanimous

C.29 - 06.13 COMMITTEE REPORTS – FINANCE & GENERAL PURPOSES

1. Minutes

Councillor C Jupp, Chairman of the Finance & General Purposes Committee, presented the minutes of the meeting held on the 9th May 2013, copies having been previously circulated.

RESOLVED: That the minutes F.1-05.13 to F.5-05.13 be received and noted and that any recommendations contained therein be approved and adopted.

VOTING: Unanimous

2. Minutes

Councillor C Jupp, Chairman of the Finance & General Purposes Committee, presented the minutes of the meeting held on the 30th May, 2013, copies having been previously circulated.

RESOLVED: That the minutes F.6-05.13 to F.18-05.13 be received and noted and that any recommendations contained therein be approved and adopted.

VOTING: Unanimous

3. Annual Return for the year ended 31st March, 2013

Members were advised that the Internal Auditor had checked the accounts for year ended 31st March, 2013 and would complete the annual internal audit report at section 4 following the Council's formal approval of section 1 (accounting statements) and section 2 (annual governance statement).

Members had been previously circulated with copies of:-

3.1 Balance Sheet

RESOLVED: That the Balance sheet for 2012-13 be approved and adopted.

VOTING: Unanimous

3.2 Audit Commission Annual Return Section 1

RESOLVED: That the figures as presented in Section 1, Accounting Statements for Ledbury Town Council's External Audit 2012-13, be approved and adopted.

VOTING: Unanimous

3.3 Audit Commission Annual Return Section 2

Members completed items 1 to 9 of Section 2 - Annual Governance Statement 2012/13, responding as follows:-

- | | |
|--------|---|
| 1. Yes | The Council has prepared its statement of accounts in the way prescribed by law |
| 2. Yes | The Council has made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge. |
| 3. Yes | The Council has only done things it has the legal power to do and has conformed to codes of practice and standards in the way it has done so. |
| 4. Yes | The Council has during the year given all persons interested the opportunity to inspect and ask questions about the Council's accounts. |
| 5. Yes | The Council has considered the financial and other risks it faces and dealt with them properly. |

- 6. Yes The Council has arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of the council.
- 7. Yes The Council has responded to matters brought to its attention by internal and external audit.
- 8. Yes The Council has disclosed everything it should have about its business activity during the year including events taking place after year-end if relevant.
- 9. N/A The Council has met all of its responsibilities where it is a sole managing trustee of a local trust or trusts.

RESOLVED: That the annual governance statement 2012/13 be approved for submission to the external auditors.

VOTING: Unanimous

- 4. Newsletter
Members considered the draft Newsletter for August 2013.
(refer F.14-05.13)

RESOLVED: That the draft Newsletter, in a double page format, be approved in the sum of £273.

VOTING: For 11
 Abstention 1

- 5. Subscriptions
Members considered the following subscription renewals:-
i) Annual subscription to LCR(Local Council Review) the official magazine of the National Association of Local Councils in the sum of £16.00.

- ii) Membership to CPRE (Campaign to Protect Rural England) in the sum of £29.00.

RESOLVED: That these be approved.

VOTING: Unanimous

6. Registration Service

Members considered whether the Town Council might wish to consider taking on the approved premises licence for the remainder of the licence period, to September 2014. (refer F.13-05.13)

RESOLVED: That the matter be referred to the Accommodation Working Party for further discussion.

VOTING: Unanimous

C.30–06.13 COMMITTEE REPORTS – PLANNING & ECONOMIC DEVELOPMENT

1. Councillor C Ridler, Chairman of the Planning and Economic Development Committee meeting presented the minutes of the meeting held on 9th May, 2013, copies having been previously circulated.

RESOLVED: That the minutes P.1-05.13 to P.5-05.13, be received and noted and that any recommendations contained therein be approved and adopted

VOTING: Unanimous

2. Councillor C Ridler, Chairman of the Planning and Economic Development Committee meeting presented the minutes of the meeting held on 6th June, 2013, copies having been previously circulated.

With reference to P.13 - 06.13, Councillor Harvey emphasised the need to consider the Lengthsman Scheme in detail. In her opinion it would be in addition to and sit alongside the devolution of services and would be a beneficial facility for the people of Ledbury. Councillors felt that more information is needed and once gained a meeting should be organised to discuss the issue.

RESOLVED: That the minutes P.6-06.13 to P.17-06.13, be received and noted and that any recommendations contained therein be approved and adopted

VOTING: Unanimous

3. Councillor Barnes presented the report of the Neighbourhood Plan Working Party meeting held on the 4th June 2013. He informed Councillors that he and Councillors Francis and Ridler had visited Thame in Oxfordshire to look at their development of a Neighbourhood Plan. This had proved to be an extremely useful exercise and would be helpful for the Neighbourhood Plan Working Party.

RESOLVED: That the Report be noted and any recommendations therein be approved.

**VOTING: For 11
Abstention 1**

C.31–06.13 COMMITTEE FUNCTIONS

Councillors reviewed a list of the Town Council Committees and their functions. Following discussion it was,

RESOLVED: That each of the Committees review their own functions at their next meetings.

**VOTING: For 9
Against 3**

C. 32–06.13 REPORTS FROM OUTSIDE BODIES

There were no reports presented.

C.33–06.13 GENERAL CORRESPONDENCE

The Clerk gave details of general correspondence received in the office.

C.34–06.13 QUESTIONS TO THE TOWN MAYOR

Councillor Conway asked the Mayor if he agreed with him that it is courteous that Councillors not able to attend meetings should give their apologies. The Mayor agreed.

Councillor Eager asked if the bunting could be extended as several traders were concerned that the bunting was not outside their business. The Deputy Mayor, Councillor Barnes informed Council that he was responsible for putting the bunting up and would ensure that it was extended to include The Homend.

C.35–06.13 DATE OF NEXT MEETING

The next meeting will be held on 1st August, 2013.

EXCLUSION OF PUBLIC AND PRESS - 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 was

RESOLVED: That the public and press be excluded during discussion of the following agenda items on the grounds of consideration of quotations

C.36–06.13 HIGH STREET

Members considered quotations for the installation of an external power supply in the High Street.

(Refer EX06/13)

RESOLVED: That the Town Council approve and accept the quotations to install an external power supply in the High Street at a total cost of £10,759.67 plus vat

VOTING:	For	9
	Against	3

There being no further business the meeting closed at 9.45 p.m.

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