



LEDBURY TOWN COUNCIL

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26 July 2019

Dear Councillor

You are summoned to attend a meeting of **LEDBURY TOWN COUNCIL** to be held on **Thursday, 1 August 2019** at 7.30 pm in the **Council Offices, Church Street, Ledbury**, for the purpose of transacting the business shown in the agenda below.

Yours faithfully

Angela Price PSLCC, AICCM
Town Clerk

FILMING AND RECORDING OF COUNCIL MEETINGS

Members of the public are permitted to film or record meetings to which they are permitted access, in a non-disruptive manner. Whilst those attending meetings are deemed to have consented to the filming, recording or broadcasting of meetings, those exercising the rights to film, record and broadcast must respect the rights of other people attending under the Data Protection Act 1998.

A G E N D A

- 1. Apologies**
- 2. Declarations of 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.

(Note: Members seeking advice on this item are asked to contact the Monitoring officer at least 72 hours prior to the meeting)

3. **To approve and sign the minutes of a meeting of Full Council held on 4 July 2019**
(Pages 255-264)
4. **To receive Chairman's report and correspondence**
5. **Herefordshire Councillors' Reports** **(To Follow)**

To receive reports from Ledbury Ward Members.
6. **To consider questions/comments from members of the public in accordance with the provisions of Standing Orders 3(e) and 3(f)**

"Members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda. The period of time designated for public participation at a meeting shall not exceed 15 minutes unless directed by the Chairman of the meeting"
7. **To Receive motions presented by Councillors in accordance with Standing Order 9**
(None received)

MINUTES

8. **To receive and note minutes of a meeting of the Economic Development & Planning Committee held on 11 July 2019 and to give consideration to any recommendations therein**
(Pages 265-269)
9. **To receive and note the minutes of a meeting of the Resources Committee held on 18 July 2019 and to give consideration to any recommendations therein**
(Pages 270-276)
10. **To receive and note minutes of a meeting of the Finance, Policy & General Purposes Committee held on 25 July 2019 and to give consideration to any recommendations therein**
(To Follow)

FINANCE

11. **To approve invoices for payment received for June 2019 (Page)**
12. **Virement Recommendations and update of queries from a meeting of the Finance, Policy & General Purposes Committee held on 25 July 2019**
(Pages 277-285)

GOVERNANCE

13. **Terms of Reference** **(Pages 286-287)**
 - i. **Resources Committee**
14. **Town Clerks Report** **(Pages 288-289)**

- 15. Outside Bodies (Page 290)**
- i. To receive reports from representatives serving on Outside Bodies
(Copies of agendas and minutes for meetings of Outside Bodies are available for inspection in the Council Offices)
 - ii. Representation on Food Bank
- 16. Update from Neighbourhood Development Plan Working Party (Pages 291-302)**
- a. Minutes of a meeting held on 2 July 2019
 - b. Budget Plan
 - c. Communications Plan
- 17. Service Level Agreement (SLA) Between Ledbury Town Council and Herefordshire Council's Neighbourhood Planning Team (Pages 303-309)**

GENERAL

- 18. Traffic Management Assessment update (To Follow)**
- 19. Update on Council Website (Verbal update)**
- 20. Update on Parish Poll (Page 310)**
- 21. Visit to Herefordshire CCTV control room (Pages 311)**
- 22. Request from Mayor to hold an event for existing Councillors to meet with prospective candidates interested in standing for election (Verbal request)**
- 23. Inspection of wasp nests at Council offices and Market House (Pages 312-315)**
- 24. Silver Sunday (Pages 316-348)**
- 25. Market Town Forums (Pages 349-350)**
- 26. Notice of Review of Polling Districts, Polling Places and Polling Stations (Page 351)**
- 27. Date of next meeting**

To note that the next meeting of Full Council is scheduled for 1 August 2019

- 28. Exclusion of Press and Public**

In accordance with Section (12) of the Public Bodies (Admission to Meetings) Act 1960, in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public are excluded from the remainder of the meeting

29. CCTV

(To Follow)

Distribution: - Full agenda reports to all Councillors (10)

Agenda reports excluding Confidential items to Local Press (2), Library and Police