

**MINUTES OF AN EXTRAORDINARY MEETING OF COUNCIL  
HELD ON 8 AUGUST 2024**

---

**PRESENT:** Councillors Bradford, Chowns (Town Mayor), Furlonger (arrived at 6.34 pm), Harvey, Hughes, Morris, Newsham and Sinclair

**ALSO PRESENT:** Angela Price – Town Clerk

**C353. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Howells and late apologies from Councillor Furlonger.

**C354. DECLARATIONS OF INTEREST**

Councillors Harvey and Morris declared a pecuniary interest in agenda item no. 4 – Bye Street Toilets, due to being Members of the Love Ledbury Group.

**C355. NOLAN PRINCIPLES**

**RESOLVED:**

That the Nolan Principles be received and noted.

**C356. BYE STREET TOILETS**

Councillors Harvey and Morris left the room for this agenda item.

Members were requested to consider the draft Partnership Agreement with a view to having the toilets open for the current tourist season, as per the agreement on 23 November 2023, whilst discussions are ongoing in respect of the longer-term operation and future of the toilets.

**Following considerable discussion it was RESOLVED:**

- 1. That no decision be made in respect of the Draft Partnership Agreement until such time a meeting has taken place between Ledbury Town Council, Love Ledbury and Herefordshire Council Estates Officer.**
- 2. That a meeting be arranged with Love Ledbury and Herefordshire Council and all Town Councillors to discuss the Bye Street Toilets.**
- 3. That Ledbury Town Council work with Love Ledbury to ensure that the toilets on Bye Street are open for town events**

**to include Carnival, Heritage Open Days, Three Shires Rally, October Fair and Christmas Lights Switch-on.**

Councillors Harvey and Morris returned to the meeting.

**C357. 2024 CHRISTMAS LIGHTS SWITCH ON EVENT**

**RESOLVED:**

- 1. That officers progress with the planned Christmas Light Switch on similar to that held in 2023, subject to sufficient volunteers being identified and a proper plan being prepared.**
- 2. That a call for volunteers be included in the next edition of the Council's Newsletter and the next meeting of the Events Working Party.**

**C358. EXCLUSION OF PRESS AND PUBLIC**

**RESOLVED:**

**That in accordance with section 1(2) 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.**

**C359. JOHN MASEFIELD MEMORIAL PROJECT**

Members were advised that the comments and concerns raised at the meeting held on 4 July had been shared with Jane Mee and these had been addressed within the NHLF application.

A named vote was taken on the following recommendations, the result of which was:

**For - Councillors Bradford, Chowns (Town Mayor), Harvey, Hughes, Morris, Newsham and Sinclair**

**Against – none**

**Abstentions -None**

**RESOLVED:**

- 1. The subject to confirmation of the grant award two staff be recruited by Ledbury Town Council, one being a young person (under 25) as a paid (living wage) intern and a Project Coordinator which would be a full-time role on a salary of**

circa £27,344-£29,439, noting that the funding for these two roles would be part of the NLHF application.

2. **Ledbury Town Council agree to match funding of £5,000, which would be in addition to the £15,000 the Council has already pledged in support of setting up this project.**
3. **The John Masefield Memorial Working Party be authorised to submit the NLHF application, subject to the remaining information being included accordingly.**
4. **That it be recognised that Ledbury Town Council would be responsible for the monument on completion, accepting that there is likely to be an annual cost to the council which would be dependent on the design/style of the final memorial.**
5. **Approval be given to drawing down on the remaining funds allocated for the project from within the Council budgets for 2024/25 which there is currently circa £5,000 remaining, to enable a fund-raising event to be held in the Masters House as outlined above.**

#### **C360. NOTICE OF MOTION**

The Clerk left the room.

Members agreed to suspend the meeting to allow for a less formal debate in respect of this matter.

Following discussion the meeting was reinstated, and the Clerk returned to the meeting.

#### **RESOLVED:**

1. **That the meeting be suspended to allow for a less formal debate in respect of this matter.**
2. **Ledbury Town Council regrets the misrepresentation of the role of the conduct of the Town Clerk during the recent restoration of the Ledbury War Memorial, and the personal distress this has caused.**

**Council also regrets that a Press Statement on the matter was released before its text was formally approved.**

**The terms of the Press Statement published on 2 August 2024 are hereby accepted.**

**3. That the recommendations from within the report be approved as follows:**

- i. The report be noted.
- ii. The sections referring to communication in the council's adopted policies on Communications and on Councillor and Staff Protocol be reviewed by Resources Committee and improvements proposed.
- iii. That the council's internal auditor be asked to comment on the proposed changes.
- iv. That the revised draft documents be submitted to F&GP Committee for consideration and recommendation onwards to Full Council for approval.

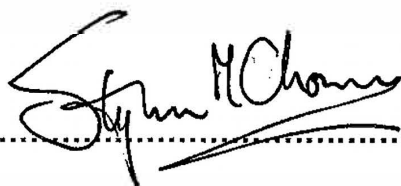
**C361. DRAFT LICENCE – ST KATHERINES SQUARE**

**RESOLVED:**

**That the Draft Licence to Occupy on a short-term basis relating to the area known as St Katherine's Square & associated properties between Herefordshire Council and Ledbury Town Council be accepted, and the Clerk be authorised to sign the licence on behalf of Ledbury Town Council.**

The meeting ended at 7.34 pm.

Signed .....



Date .....

19/9/24