



Ross-on-Wye Town Council

Minutes of the ordinary meeting of Full Council

Held on Monday 14th February 2022 at 7.00 pm

At the Watkins Room, The Larruperz Centre, Grammar School Close, Ross-on-Wye. HR9 7QD

Present: Councillor J Winder – Chairman
Councillors C Bartrum, D Ciolte, P Cutter, K Fowler, D Lister, E O’Driscoll, D Ravenscroft,
J Roberts, M Setchfield, L Stark, P Symonds, R Taylor and J Utting.

In attendance: Sarah Robson – Town Clerk

There was one invited member of the public present to speak about item # 22

22/02#01 Apologies for Absence

[Local Government Act 1972 S85 \(1\)](#)

To receive and approve any apologies for absence

Councillors S Cole, I Gumm, B Howson and B Pope

RESOLVED – To accept the apologies given.

22/02#02 Declarations of Interest

[Local Authorities \(Model Code of Conduct\) Order 2007 SI No. 1159](#)

To receive Councillors’ declarations of interest in items for discussion.

None

22/02#03 Applications for Dispensations

To receive Councillors’ applications for dispensations.

None

22/02#04 Report from Ross Police (for information only)

None present

22/02#05 Herefordshire Councillor Ward Enquiries

[maximum time allowed 15 minutes].

Town Council Members to raise issues with the Ward Councillors, on matters to be dealt with at County level.

A question was asked about the when the Cabinet meeting to discuss the Masterplan would be taking place, it was noted that HC Cabinet was due to meet imminently. Council was informed the budget with the funding for the proposals had been approved.

7.03pm Councillors Bartrum, Ciolte and Roberts arrived at the meeting

22/02#06 Public Participation

[Standing Orders Clause 3 \(e, f, g & h\)](#)

None

22/02#07 To resolve to exclude members of the press and public.

[Public Bodies \(Admission to Meetings\) Act 1960](#)

To agree any items to be dealt with after the public (including the press) have been excluded as publicity would prejudice the public interest by reason of the confidential nature of the business to be transacted.

Proposed: Councillor Winder
Unanimous

Seconded: Councillor Utting

RESOLVED – that agenda item 22/02# 22 ‘Commercial in Confidence’ be treated as confidential and be dealt with after the Public (including the Press) have been excluded.

The Chairman brought forward Item #22

22/02#22 In view of the confidential nature of the business to be transacted, it is likely that the press and public will be excluded during consideration of this item (Item 22/02#07 above refers)

Commercial in Confidence

To receive a verbal report regarding progress to date on the proposed Community Asset

The Council was informed that meetings with HC Officers had taken place and a small committee of four interested individuals had been put together to take forward the initiative. Other third sector organisations had been approached to see if there would be an interest in collaborating. There are some challenges about the practicalities of the proposal including the timing of the potential venture. A key element is ensuring there is community benefit from any future uses. An Expression of Interest has been issued so that HC can demonstrate due diligence prior to any potential asset transfer. Formal thanks by the Council was noted along with showing an appreciation of how much of an opportunity this would provide the community.

7.17pm The meeting returned to open session, the invited representative was thanked for coming and left the meeting and one member of the press from the Hereford Times arrived.

22/02#08 Full Council Meeting Minutes

[Local Government Act 1972 schedule 12 para 41\(1\)](#)

To confirm and sign the minutes of the ordinary meeting of the ordinary meeting of Full Council held on Monday 14th June 2021.

RESOLVED – that the minutes of the ordinary meeting of the Full Council held on Monday 14th June 2021 be signed as a correct record, with one minor amendment to the meeting date in the header of the minutes.

22/02#09 Sub- Committees – To receive and note the minutes of the following meetings and approve any recommendations;

Amenities Sub-Committee 17th January 2022

RESOLVED – to recommend approval of the Tree Policy to the Management Committee

Proposed: Councillor Taylor
Unanimous

Seconded: Councillor Symonds

CM & T Sub-Committee 18th January 2022

Planning & Development Sub-Committee 1st February 2022

Amenities Sub-Committee 7th February 2022 - Deferred

Finance & Property Sub-Committee 8th February 2022 - Deferred

RESOLVED - it was agreed to make a recommendation to the Full Council meeting to agree to adopt a policy of ensuring a minimum level of general reserve to the equivalent value of three months net revenue expenditure.

Proposed: Councillor O’Driscoll
Unanimous

Seconded: Councillor Symonds

RESOLVED – to receive and note the above minutes as detailed and approve the Sub-Committee recommendations.

22/02#10 Planning & Development - Sub Committee Membership

- i) to receive and accept request from Councillor Gumm for removal from the Planning & Development Sub-Committee with immediate effect.
- ii) to appoint new Member to the Planning & Development Sub-Committee.

RESOLVED – to receive and accept the resignation from Cllr Gumm. There were no councillors wishing to be appointed to the Sub-Committee, the Clerk agreed to send an email reminder to all members.

22/02#11 Working Groups

to receive and note the updated schedule of proposed meetings from the relevant conveners.

Working Group	Parent Committee	Convenor	Last/Next Meeting Held
Climate & Eco Emergency	Management	Cllr Roberts	No progress
Markets Strategy	CM&T	Cllr Fowler	Cllr Fowler informed the Council of her wish to step down from the Markets Strategy Working Group
Play Strategy	Amenities	Cllr Pope	Not present
RoW Character Portfolio – On Hold	Planning	Cllr Roberts	On hold – pending HC Confirmation
Market House Phase II	Finance & Property	Cllr Utting	An archaeologist has been appointed to make drawings of the windows prior to an application for Scheduled Ancient Monument Consent being made.
Economic Masterplan	CM&T	Cllr Bartrum	On hold pending Cabinet meeting on 24 th February
Emergency Planning	Management	Cllr Lister	No meeting- HC has a plan which should be followed to ensure training and insurance compliance can be met. It was recommended that the WG be disbanded. A question was asked about training for volunteers, further information to be sought.

22/02#12 Mayor’s Announcements

to receive a verbal report from the Mayor.

The Mayor reported that due to unforeseen circumstances he had to send his apologies to an event at Hereford Cathedral. There had been no other engagements or events attended.

Councillors were reminded of the Mayor’s Charity fund raiser at the Sports Association on March 26th – a Quiz with Fish & Chip supper in aid of his nominated charity – Enviroability.

22/02#13 Town Clerk's Report

to receive and note the verbal update from the Town Clerk

- Wye St toilets – the roof had been stripped of its lead over the weekend – a report to police was made and the Council's insurers have been advised
- CCTV – the letter from John Campion Police & Crime Commissioner (PCC) had been circulated following the Council's expression of dissatisfaction that revenue funding for the system had been stopped
- Assistant PCC had met with Cllrs Winder & Utting, the Clerk and Deputy recently, positive discussions on issues about speeding, CCTV, Community Safety Partnership had taken place
- Clerks' meeting with Paul Walker HC CEO this week to raise long-standing issues S106/CCTV/Community Safety partnership – a follow up report will be circulated
- A decorative plaque depicting historical scenes from Ross had recently been acquired from the Herefordshire Museums Service – a permanent location is sought to site the exhibit. Suggestions were requested.

RESOLVED – to receive and note the report.

22/02#14 Finance– Income & Expenditure 2021/2022

To review the budget information for the year to date.

RESOLVED – to receive and note the report.

22/02#15 Finance – Accounts for payment [Cheque signatories to be Cllrs Lister & O'Driscoll]

[Local Government Act 1972 s150 \(5\)](#)

To receive and note items of expenditure paid since the last meeting and accept schedule of updated payments.

RESOLVED – to receive and note the report.

22/02#16 Finance – Budget 2022/2023

To approve recommendation from the Finance & Property Sub-Committee to Full Council for the adoption of the 2022/2023 expenditure budget of £641,840.00 and set the precept at £525,258.00 which equates to a 2% increase for Band D properties, value of £133.86. It was proposed that any deficit would come from General Reserves at Year End.

The F&P Sub-Committee Chairman reported the budget had gone through the stage of consideration by all the sub-committees and was then scrutinised in detail last week by the F&P Sub-Committee. The proposal aims to set a budget with a modest increase taking into account that there would be a budget deficit of £53k which would come from the general reserves. The 2021/22 budget had also been set with a deficit, namely £60k. The Reserves Policy had been reviewed and the recommendation to approve an equivalent revenue expenditure limit, in the general reserve, of three months had been agreed. The budget would be affordable, but an increase was necessary due to upward financial pressure with £300k anticipated for the Market House renovations plus the Corn Exchange and other assets needing significant expenditure.

The budget proposal included an additional admin salary cost of £15k to enable more applications to external grant funding sources with an equivalent anticipated payback sum on the income side. The 5 Year Plan previously circulated included costings for the priorities put forward, had been accounted for in the budget.

A concern was expressed about the perception of residents paying twice through their council taxes for the additional expenditure which had been necessary as a result of the asset transfers. The F&P chairman confirmed this was not the case.

The Town Council's ambitions towards improving the historic environment within the town are clear but the budget needed to reflect that. The proposed 2% increase would be a modest increase in terms of the scale of ambition and reflects the level of assets taken on which are important to the town. There are many positive projects and the Council proposed to invest in initiatives which will bring benefit to the town. The Council must protect its assets and ensure that they are accounted for properly. It was however recognised that there needs to be something tangible to show the Council is active in making improvements and there needs to be a way to better advertise the initiatives which are in hand.

There were questions asked about affordability and the understanding that some families would struggle to afford an increase. The cumulative rise, for people in financial difficulty, as household increases are seen across the board would result in the most vulnerable suffering. It was noted there are targeted measures by HC for those most in need through a range of schemes.

Council was reminded of the council tax freeze for 21/22 and that given inflation was so high at present, in real terms with the cost of everything rising at a higher rate, the proposed 2% would be a modest rise.

Councillor Utting and the Clerk were thanked for the work they had put in towards drafting the budget.

There was recognition that the proposed 2% increase whilst not keeping up with inflation, would shield any future shock of a potential double-digit increase if a zero increase was agreed.

There was not unanimous agreement in relation to the proposed increase, but on being put to the vote:

Proposed: Councillor Utting
For: 11 Against: 3

Seconded: Councillor Taylor

RESOLVED – to adopt the 2022/2023 expenditure budget of £641,840.00 and set the precept at £525,258.00 which equates to a 2% increase for Band D properties, value of £133.86. It was agreed that any deficit would come from General Reserves at Year End.

22/02#17 Finance – Herefordshire Community Foundation Funding Application

- i) to agree proposal for Ross Community Development Trust (CDT) to make a funding application towards events to commemorate the Queen's Jubilee.
- ii) to approve allocation of £2,500 from the Tourism Budget 2022/2023 towards match funding.

The CMT Sub-Committee Chairman explained that funding for expenditure needed to be set aside to support a bid towards events taking place in June to mark the Queen's Jubilee. It was noted this expenditure would only be necessary if the funding bid by Ross CDT was successful.

A question was asked about who was organising the Jubilee events, the councillors were advised that the Town Council is one of a range of stake holders, supporting the event in partnership with other groups.

8.15pm Councillor Roberts Declared a Schedule 2 Interest being the Chairman of the Ross Community Development Trust and left the meeting.

There was a concern expressed about the proposed limit on numbers to the ticketed event at the Bandstand and that some residents of the town might feel marginalised if they were unable to obtain a ticket. Measures were proposed to ensure an equitable distribution for those interested in attending.

Proposed: Councillor O'Driscoll
Unanimous

Seconded: Councillor Cutter

RESOLVED - to agree the proposal for Ross Community Development Trust (CDT) to make a funding application towards events to commemorate the Queen's Jubilee and to approve allocation of £2,500 from the Tourism Budget 2022/2023 towards match funding if the bid is successful.

8.17pm Councillor Roberts returned to the meeting.

22/02#18 Herefordshire Council Funding Schemes via 'Welcome Back Fund' and 'Great Places to Visit'

To receive a verbal report and update on progress to date on the approved schemes and projects.

The Clerk reported that two of the projects had proceeded towards the works being given authority to commence, and that progress with the remaining four was steady.

22/02#19 Health & Safety

To receive a verbal update on the application of the Council's Health & Safety Policy, consider any outstanding actions from the Audit and to report any accidents or near misses.

It was reported there had been no accidents/near misses. H&S outstanding actions were in progress.

RESOLVED – to receive and note the report.

22/02#20 General Data Protection Regulation (GDPR)

- i) to review the Council's policies and agree the frequency of the review period for the following;
- GDPR Policy
 - Data Security Incident Procedure
 - Data Subject Request Procedure and Form

It was agreed that the review period for these policies should be on an annual basis and should be tabled next for the agenda at the Annual Meeting of the Council in May 2023, or sooner should a change in legislation require. This would then act as a reminder to the Council of its obligations under GDPR.

Proposed: Councillor Lister
Unanimous

Seconded: Councillor Stark

RESOLVED –to approve the proposed changes with immediate effect.

ii) to receive a written report on a Data Security Incident.

The Management Committee Chairman reported that discussions with the Office about options to tighten up security arrangements for managing documents were in hand. It was therefore agreed to defer considering the Officer recommendations in the report pending further enquiries about other security features or software. It was agreed that a report to the next F&P Sub-Committee meeting in April would be made to consider suitable options.

RESOLVED – to receive, accept and note the report excluding the Officer Recommendations.

22/02#21 Official Representatives on Outside Bodies

Review of representation on, or work with external bodies

Ross & District Community Land Trust	Cllr Cutter	Not a lot of public interest, the organisation needs more engagement to move forward with any plans
Board of the Community Association	Cllr Utting	New manager appointed; substantial progress being made. There are excellent occupancy rates with the recovery post Covid. The renovation of the flooring in the Main Hall had been completed to a very high standard and was a huge improvement.

22/02#23 To confirm date of next scheduled meeting and propose items for consideration.
 Management Committee Meeting – Monday 14th March 2022

Market Towns Investment Strategy/ 5-year plan

There being no further business the meeting closed at 8.36 pm

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Chairman

Date

Mayor/Deputy Mayor - No Diary Engagements: 11th January 2022 – 14th February 2022



Ross-on-Wye Town Council

Minutes of the annual meeting of Full Council

Held on Monday 9th May 2022 at 7.00 pm

at The Corn Exchange, 7 High Street, Ross-on-Wye HR9 5HL

Present: Councillor J Winder – Outgoing Chairman and Councillor E O’Driscoll – Incoming Chairman
Councillors C Bartrum, P Cutter, D Lister, B Pope, J Roberts, M Setchfield, L Stark,
P Symonds, R Taylor and J Utting.

In attendance: Sarah Robson – Town Clerk

There was one member of the press and one member of the public present

The outgoing Mayor, Councillor Winder, thanked everyone for their support over what had been an interesting year. He noted it was not something he thought he would ever do. He asked to express his particular thanks to the staff and especially to Charlotte who had kept him organised over the last year.

22/05#24 Election of Mayor (Chairman of the Council) and signing of the Declaration of the Acceptance of Office

[Local Government Act 1972 S14 \(1\), 15 \(1&2\), 33 \(1\) and 34 \(1&2\)](#)

Councillor O’Driscoll was nominated and accepted the nomination of Chairman of the Council and Mayor.

Proposed: Councillor Bartrum
Unanimous

Seconded: Councillor Stark

RESOLVED – that Councillor O’Driscoll be elected as Mayor and Chairman of Ross-on-Wye Town Council unless he resigns or becomes disqualified and shall continue in office and preside at the Annual Meeting until his successor is elected at the next Annual Meeting of the Council.

7.05pm Councillor O’Driscoll took over chairing the meeting from Councillor Winder.

The Mayor signed the Declaration of Acceptance of Office.

22/05#25 Election of Deputy Mayor

The Chairman invited nominations and Councillors Pope and Taylor were nominated and accepted the nomination as Deputy Chairman of the Council and Deputy Mayor.

Nomination for Councillor Pope
Proposed: Councillor Roberts

Seconded: Councillor Bartrum

Nomination for Councillor Taylor
Proposed: Councillor Lister

Seconded: Councillor Pope

The Chairman invited each candidate to say a few words about why they would like to become the next Deputy Mayor.

Councillor Pope expressed her desire to work in a consensual way, which she felt was important in the role of Deputy Mayor. She explained she had lots of ideas about what she would like to achieve and would welcome the opportunity to have more publicity for her ambition to improve the play areas in Ross.

Councillor Taylor spoke saying he was well known in the community, and felt it was nice to be nominated. He advised he would be happy to do as much as he could and would carry on with what he's presently doing regardless.

Councillor Cutter asked that a secret ballot be considered so the Chairman asked for a show of hands in support. There was not a majority in favour of a secret ballot and therefore councillors were invited to vote in the normal way in favour of one of the nominees.

Councillor Pope received 7 votes and Councillor Taylor received 4 votes.
There was 1 Abstention

RESOLVED – that Councillor Pope be elected as Deputy Mayor and Deputy Chairman of Ross-on-Wye Town Council unless she resigns or becomes disqualified and shall hold the office until immediately after the election of the Chairman of the Council at the next Annual Meeting of the Council.

The Mayor congratulated Councillor Pope on her election as Deputy Mayor and said he was looking forward to working with her.

22/05#26 Mayor's Announcements - to receive a verbal report from the Mayor.

The Mayor started by thanking Councillor Winder for all his efforts over the last twelve months and thanks were also given to his Consort.

Councillor O'Driscoll reported that Ross Community Development Trust (CDT) would be his charity and he would be raising funds over the coming year in support of this. The first event would be part of the Jubilee celebrations with the CDT organising the bar at the Festival event on the Saturday night. The weekend was shaping up to be a really great event. Councillors were encouraged to attend local street parties taking place in their wards. Stewards were sought to help with the events and anyone willing should let the Office know, not only for the Jubilee but also later in the month with Ross hosting the Armed Forces Day.

Councillors were informed the annual Mayor Making ceremony would be held on 20th June and it would be a good opportunity to celebrate the ceremonial side of the role. The Mayor noted his mission over the coming year would be to work with the office and committees to raise external funding for projects and events and to try and keep the council tax down.

The Mayor said how much he looked forward to the Council's support.

The Mayor's Consort would be Mrs Lynn O'Driscoll.

22/05#27 Apologies for Absence

[Local Government Act 1972 S85 \(1\)](#)

To receive and approve any apologies for absence

Councillors K Fowler, I Gumm, and D Ravenscroft

RESOLVED – To accept the apologies given.

Absent Councillors Cole and Ciolte

22/05#28 Declarations of Interest

[Local Authorities \(Model Code of Conduct\) Order 2007 SI No. 1159](#)

To receive Councillors' declarations of interest in items for discussion.

None

22/05#29 Applications for Dispensations

To receive Councillors' applications for dispensations.

None

22/05#30 Report from Ross Police (for information only)

None present but a written report was received confirming that staff resources in Ross are good, but recruitment is still in hand and due to rostering there was not anyone available to attend.

It was noted there had been a few arrests in the last month and a search warrant had been carried out on a few properties. Over the weekend a prolific offender was arrested and charged for nine separate offences.

The Police continue to patrol and work closely with the communities in the area.

22/05#31 Herefordshire Councillor Ward Enquiries

[maximum time allowed 15 minutes].

Town Council Members to raise issues with the Ward Councillors, on matters to be dealt with at County level.

No questions

22/05#32 Public Participation

[Standing Orders Clause 3 \(e, f, g & h\)](#)

None

22/05#33 To resolve to exclude members of the press and public.

[Public Bodies \(Admission to Meetings\) Act 1960](#)

To agree any items to be dealt with after the public (including the press) have been excluded as publicity would prejudice the public interest by reason of the confidential nature of the business to be transacted.

Proposed: Councillor Stark

Seconded: Councillor Winder

Unanimous

RESOLVED – that agenda item 22/05# 47 'Commercial & Staff in Confidence' be treated as confidential and be dealt with after the Public (including the Press) have been excluded.

22/05#34 Full Council Meeting Minutes

[Local Government Act 1972 schedule 12 para 41\(1\)](#)

To confirm and sign the minutes of the ordinary meeting of the ordinary meeting of Full Council held on Monday 14th February 2022.

RESOLVED – that the minutes of the ordinary meeting of the Full Council held on Monday 14th February 2022 be signed as a correct record.

22/05#35 Sub- Committees – To receive and note the minutes of the following meetings and approve any recommendations;

Amenities Sub-Committee

4th April 2022

Finance & Property Sub-Committee

5th April 2022

The Sub-Committee proposed to recommend to the Management Committee that the unspent budgets for the Market House be transferred to the Property Portfolio EMR.

Proposed: Councillor Utting
Unanimous

Seconded: Councillor Symonds

RESOLVED – to approve a recommendation to the May Full Council meeting to donate £10k from the General Reserves towards the Disasters Emergency Committee for Ukraine and to positively support people locally through allowing multiple applications to the Grant’s Scheme for those who are supporting refugees coming to Ross.

It was noted this was proposed using the provision of the General Power of Competence under the Localism Act 2011.

Proposed: Councillor Stark
Unanimous

Seconded: Councillor Symonds

Planning & Development Sub-Committee 26th April 2021

RESOLVED – to receive and note the above minutes as detailed and approve the Sub-Committee recommendations.

22/05#36 Queen’s Platinum Jubilee Street Party Grants [CMT 22/02#38]

- i) To note confirmation of the grant applications received
- ii) To consider and approve additional allocation of funding in the sum of £700.00 from the 2022/23 grants budget

It was noted that the applications had been oversubscribed with seventeen great applications from members of the community wishing to celebrate over the Jubilee weekend.

Proposed: Councillor Utting
Unanimous

Seconded: Councillor Lister

RESOLVED – to approve expenditure for an additional £700 from the Council’s General Reserve towards the Jubilee Street Party Grant awards.

22/05#37 Committee Membership

Standing Orders Clause 5j (vii) and 4d (vi)

To consider nominations for appointments to Committees, Sub Committees, Panels and Working Groups and appoint chairmen to the standing committee and sub-committees.

It was noted that the Management Committee comprises all Members and that its chairman would have ex-officio status on all sub-committees. Not all councillors were present, and some had not confirmed whether they wished to remain on the same sub-committees, the Clerk was authorised to make enquiries with them to establish if they wished to be re-appointed. This being the case the Council would approve their nomination.

Councillor O’Driscoll suggested that voting for appointments to the sub-committees would be done en bloc once all the nominations were put forward.

Councillor Utting indicated he would be happy to stay on as the Chairman of the Management Committee.

Proposed: Councillor Roberts
Unanimous

Seconded: Councillor O'Driscoll

RESOLVED – to appoint Councillor Utting to be Chairman of the Management Committee.

• **Amenities Sub-Committee**

Proposed – that Councillors Bartrum, Cole, Lister, Pope, Setchfield, Symonds, Taylor, and Winder be appointed to the Amenities Sub-Committee.

Nominations for the chairmanship were invited.

Nomination for Councillor Winder
Proposed: Councillor Bartrum

Seconded: Councillor Lister

Nomination for Councillor Taylor
Proposed: Councillor Taylor

Seconded: Councillor Winder

On being put to the vote:

Councillor Winder received 9 votes and Councillor Taylor received 2 votes.
There was 1 Abstention

Councillor Winder was therefore appointed to be chairman of the Amenities Sub-Committee.

• **Community, Markets & Tourism Sub-Committee**

Proposed – that Councillors Fowler, Gumm, Lister, O'Driscoll, Pope, Setchfield, Taylor, and Winder be appointed to the Community, Markets & Tourism Sub-Committee

Nominations for the chairmanship were invited.

Proposed: Councillor Bartrum
Unanimous

Seconded: Councillor Winder

Councillor O'Driscoll was appointed to be chairman of the Community, Markets & Tourism Sub-Committee.

• **Finance and Property Sub-Committee**

Proposed – that Councillors Bartrum, Cole, Fowler, O'Driscoll, Stark, Symonds and Taylor be appointed to the Finance & Property Sub-Committee

Nominations for the chairmanship were invited.

Proposed: Councillor O'Driscoll
Unanimous

Seconded: Councillor Cutter

Councillor Utting was appointed to be chairman of the Finance and Property Sub-Committee.

• **Personnel Sub-Committee**

Proposed – that Councillors Bartrum, Pope, Roberts, Stark and Winder be appointed to the Personnel Sub-Committee

Nominations for the chairmanship were invited.

Proposed: Councillor O’Driscoll
For: 11 Abstentions: 1

Seconded: Councillor Utting

Councillor Roberts was appointed to be chairman of the Personnel Sub-Committee

• **Planning & Development Sub-Committee**

Proposed – that Councillors Ciolte, Cutter, Ravenscroft, Roberts and Winder be appointed to the Planning & Development Sub-Committee

Nominations for the chairmanship were invited.

Proposed: Councillor Roberts
Unanimous

Seconded: Councillor Stark

Councillor Winder was appointed to be chairman of the Planning & Development Sub-Committee

RESOLVED – to appoint all proposed members to the Sub-Committees as minuted.

22/05#38 Official Representatives on Outside Bodies

Review of representation on, or work with external bodies and consider and agree arrangements for reporting back.

Organisation Name	Appointed Councillors
Basement Youth Trust	Councillor Bartrum, Council Lister
Betzdorf Twinning Association	Councillor Cutter
Board of the Community Association	Councillor Lister, Councillor Utting
Condé Twinning Association	Councillor Roberts
Education Foundation	Councillor Roberts
Friends of St Mary’s	Councillor Bartrum
HALC Area Committee	Councillor Ravenscroft
HALC Executive	Councillor Ravenscroft
Namutumba Twinning Association	Councillor Roberts
Parochial Church Council	Councillor Taylor
Ross Charity Trustees	Councillor Cutter, Councillor Roberts
Ross Community Development Trust	Councillor O’Driscoll
Ross & District Community Land Trust	Councillor Cutter

Ross Community Litter Clear Up Crew	Councillor Winder
Ross Library Development Group	Councillor Stark
Ross in Bloom	Councillor Taylor
Ross Sports Centre	Councillor Stark, Councillor Winder
Tudorville & District Community Centre	Councillor Symonds
Walkers Are Welcome	Councillor Taylor

It was approved that arrangements for Report by Exception would be standard practice.

Proposed: Councillor Bartrum
Unanimous

Seconded: Councillor Stark

22/05#39 General Data Protection Awareness Checklist for Councillors

To receive and confirm responsibility under the General Data Protection Regulation for protecting personal data.

Councillors were asked to sign and return the Form to the office, it was noted that the Checklist is advisory, and anti-virus protection was a recommendation only.

22/05#40 To re-appoint the Council’s Parish Resilience Officer

Councillor Lister reported that he would be standing down from this role. He had responded to a number of incidents over the years which he sometimes had to attend in person in order to assist. He advised these were not always emergency situations and most incidents had been manageable. The main task was to signpost people to the right information and contacts.

Councillor Lister was thanked for his many years of service in carrying out this role without any reward.

It was agreed that further investigations would be made to see what other parishes do and then enquiries made to fill the vacancy and a report to the next meeting would be made.

22/05#41 Meetings

To confirm the Schedule of Meetings for 2022/2023.

RESOLVED – to confirm and note the Schedule of Meetings for 2022/2023.

22/05#42 Finance – Bank Mandates

To confirm re-appointment of councillors to be the nominated cheque signatories, with any two councillors to sign.

[Current signatories are Councillors Bartrum, Lister, O’Driscoll, Pope, Ravenscroft, and Symonds]

Councillor Lister asked to be removed from the mandate due to work commitments.

RESOLVED – to confirm reappointment of the remaining nominated cheque signatories.

22/05#43 Finance – Internal Auditor

To note the decision of the Finance & Personnel Committee (FP18/04#35) regarding the appointment of the Council's Internal Auditor – Auditing Solutions for a four-year contract commencing 2018/2019.

RESOLVED – to receive and note the decision.

22/05#44 Finance – Accounts for payment [Cheque Signatories to be Councillors Bartrum & Symonds]
[Local Government Act 1972 s150 \(5\)](#)

To review and note items of expenditure received since the last meeting.

RESOLVED – to receive and note the report.

8.00pm Councillor Setchfield left the meeting

22/05#45 Extraordinary Market Towns Maintenance Fund
To consider extension of the previously agreed resurfacing schemes and additional funding required, to include the whole of Duxmere Drive, Roman Way and Eastfield Road.

8.01pm Councillor Setchfield returned to the meeting

The Council was informed that further information had been sought about extending sections of the schemes previously proposed by the Planning Sub-Committee. These investigations had shown that the expenditure to extend parts of the scheme was very costly and the Council felt this did not represent good value.

A request was made that any proposed schemes for 2022/23 should be taken up once again through the Planning Sub-Committee and that priorities should be recommended to the Management Committee in due course.

22/05#46 Correspondence for consideration and response.

i) Complaint regarding the state of Pig's Alley

The Ward Member, Councillor Stark advised that BBLP is only providing a reactive maintenance service rather than planned. It was considered that the Town Council needed to review what should be included within any future service responsibilities. Councillors expressed a view this is a failure of Herefordshire Council to keep the town's streets clean and allowing the town to become dirty.

Councillor Stark reported he had already been in correspondence with the author of the email and was making attempts to resolve the issue.

It was agreed that the Clerk would draft an official response.

Further actions were agreed

1. to have an agenda item at the next CMT meeting to explore a public awareness campaign and encourage a community initiative to Keep Ross Tidy
2. to task the Amenities Sub-Committee to look at options
3. Councillor Winder to liaise with Ross Community Litter Clear Up Crew to ask if they could focus on having a clear up in this area.

8.25pm The members of the press and public left the meeting

22/05#47 In view of the confidential nature of the business to be transacted, it is likely that the press and public will be excluded during consideration of this item (Item 22/05#33 above refers)

Commercial & Staff In Confidence

Amenities Service Review – To confirm the Terms of Reference.

Councillors accepted and noted the written draft Terms of Reference and requested an amendment to include explicit reference to the relevant priorities identified in the 5-year plan.

It was agreed not to make the review more complex by looking at benchmarking tasks for outsourcing.

Proposed: Councillor O’Driscoll
For: 11 Abs: 1

Seconded : Councillor Utting

RESOLVED – to receive and accept the report.

There being no further business the meeting closed at 8.30 pm

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Date

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Chairman

Mayor/Deputy Mayor’s engagements from 12th April – 9th May

Start	Mayor Subject	Location
Thurs 5th May 19:00	Charity Quiz Night	Ludlow
Fri 6th May 18:30	Friends of Castle Green CIC	Hereford
	Deputy Mayor	
Thurs 3rd May 15:30	Official Opening of Hereford May Fair	Hereford



Ross-on-Wye Town Council

Minutes of the ordinary meeting of Full Council

Held on Monday 13th June 2022 at 7.00 pm

At the Corn Exchange, 7 High Street, Ross-on-Wye. HR9 5HL

Present: Councillor E O'Driscoll – Chairman
Councillors C Bartrum, D Ciolte, P Cutter, D Lister, B Pope, J Roberts, M Setchfield, L Stark, R Taylor, and J Winder.

In attendance: Sarah Robson – Town Clerk

There were three invited members of the public present to speak about items # 51 & 68 and two members of the public.

22/06#48 Apologies for Absence

[Local Government Act 1972 S85 \(1\)](#)

To receive and approve any apologies for absence

Councillors I Gumm, D Ravenscroft, P Symonds and J Utting

RESOLVED – To accept the apologies given.

Absent – Councillors S Cole and K Fowler

22/06#49 Declarations of Interest

[Local Authorities \(Model Code of Conduct\) Order 2007 SI No. 1159](#)

To receive Councillors' declarations of interest in items for discussion.

Councillor O'Driscoll declared an 'other declarable interest – financial' in agenda item 22/06#66 due to his planned visit later this year to Betzdorf.

Councillors Bartrum, Cutter and Roberts declared an 'other declarable interest – financial' in agenda item 22/06#66 due to their involvement with the twinning associations.

22/06#50 Applications for Dispensations

To receive Councillors' applications for dispensations.

None

The Chairman brought forward Item 22/06#68 to enable a representative of Dementia Matters to address the Council in support of the Motion under agenda item # 68.

Coral Lemm on behalf of Dementia Matters addressed the Council, she reported that the organisation had been set up in 2020 with part of its remit to raise awareness across the county about dementia. A lot of work had already taken place talking to groups about how to engage with their communities through the project. Ms. Lemm advised in Herefordshire currently there is a 54% rate of diagnosis against a national rate of over 70%, hence the need to work with a range of partners on trying to engage through face-to-face sessions, focus groups and on-line sessions. Work was already in hand with other towns who had already become involved in making their communities dementia friendly environments and one of the first actions involved setting up groups to look at local needs.

22/06#68 Notice of Motion received from Cllr Jane Roberts on 23rd May 2022

Ross-on-Wye Town Council is committed to making Ross a friendly, supportive and safe place for all who live or visit here. We therefore undertake to explore, with organisations in the town and beyond, how to gain "Dementia Friendly Community" recognition.

Councillor Roberts reminded the Council this had been one of the 2019 Away Day priorities, but for a number of reasons had not been able to be progressed. It was noted this initiative would be welcomed by the voluntary sector as well as the health care sector. It was recognised there would be benefits to making training more widely available and to work with the local businesses to enable dementia friendly premises within the town.

It was proposed that a Working Group should be set up and Councillor Roberts agreed to be the Convenor.

Proposed: Councillor Roberts
Unanimous

Seconded: Councillor O'Driscoll

RESOLVED – to refer this to CM&T Sub-Committee for further action.

7.15pm Coral Lemm left the meeting

22/06#51 Report from Inspector Ashton from West Mercia Police

Insp. Ashton thanked the Council for the invitation to give an update on the priorities. He advised there is a new Chief Constable in post, and this had been viewed as a very positive step for the Force. The Safer Neighbourhood Team in Ross remains stable with 2 PCs, 4 PCSOs, there is also a new shared sergeant who has a background in problem solving and would bring valuable skills to the Team. Whilst he appreciated there are still concerns over anti-social behaviour, he remained pleased with where Ross was in relation to this and that robust procedures were in place for dealing with things moving into the summer months. Efforts to get a Community Speedwatch initiative in place were on-going and work to carry out surveys to gather data had been done which would hopefully enable the scheme to be set up. The need to have a safe place for volunteers to carry out the work must be identified. A question was asked about recent arrests of prolific offenders for a number of shop lifting offences. Also a question was asked about modified cars and bikes and the noise they make, and what could be done, councillors were advised that legislation was in place to allow the Police to give warnings to motorists and eventually to seize the vehicle.

The Chairman thanked the Inspector and PCSO for attending.

7.25pm Two members of the Police left the meeting

22/06#52 Herefordshire Councillor Ward Enquiries

[maximum time allowed 15 minutes].

Town Council Members to raise issues with the Ward Councillors, on matters to be dealt with at County level.

None

22/06#53 Public Participation

[Standing Orders Clause 3 \(e, f, g & h\)](#)

The Secretary from the Betzdorf Twinning Association addressed councillors about the twinning and the strong feeling within Betzdorf towards Ross, and vice versa. A brief report on the history of the association revealed that informal meetings started to take place from as early as 1969, which subsequently saw the official civic twinning and the signing of the Charter in 1985. Since that time many long-lasting friendships with families

had been formed and over the years Ross and its people were regarded with affection and respect by the Betzdorf friends.

Further support through better funding from the Council would enable the twinning associations to recruit more people to join and enjoy the benefits of twinning through visits and social activities. There were concerns that without better funding there was a possibility that the twinning associations might not survive.

7.35pm Cllrs Bartrum, Cutter, O’Driscoll and Roberts having declared an ‘other declarable interest – financial’ left the meeting

22/06#66 Ross Twinning Associations

To approve recommendation from the Finance & Property Sub-Committee to offer financial support, by way of a donation, to help underwrite the cost of travel up to a maximum of £2k each, to facilitate the Town Council’s objectives within the Twinning Policy. The funding should be taken from General Reserves and budgeted for in future years.

Proposed: Councillor Stark
Unanimous

Seconded: Councillor Winder

RESOLVED - to approve a donation of £2000 to each of the twinning associations from General Reserves and to budget for financial support in future years.

7.39pm Cllrs Bartrum, Cutter, O’Driscoll and Roberts returned to the meeting

7.40pm Two members of the public left the meeting

22/06#54 To resolve to exclude members of the press and public.

[Public Bodies \(Admission to Meetings\) Act 1960](#)

To agree any items to be dealt with after the public (including the press) have been excluded as publicity would prejudice the public interest by reason of the confidential nature of the business to be transacted.

There was no confidential business to be transacted.

22/06#55 Full Council Meeting Minutes

[Local Government Act 1972 schedule 12 para 41\(1\)](#)

To confirm and sign the minutes of the Annual Meeting of the Town Council held on Monday 9th May 2022.

RESOLVED – that the minutes of the Annual Meeting of the Town Council held on Monday 9th May 2022 be signed as a correct record.

22/06#56 Sub- Committees – To receive and note the minutes of the following meetings and approve any recommendations;

Community, Markets & Tourism Sub-Committee 17th May 2022

RESOLVED: To make a recommendation to Full Council that £2,000 be allocated in this financial year as marketing investment for the Markets towards the cost of provision of a trader voucher scheme, an additional gazebo and 2 x folding chairs.

The Council was advised by the Convenor of the Working Group that having had a further meeting an alternative proposal was being made which would offer an incentive over a three-month period from July – September, modelled on the ‘Kipper Weeks’ of giving a fourth week free of charge.

It was recognised there would need to be some promotion and publicity to encourage market trade in an effort to boost business. It was agreed this could be viewed as a Phase I proposal and that further reviews to gauge the impact and see what the take up was would be necessary. The cost of the gazebo and two chairs in the sum of £300 was approved from General Reserves.

Proposed: Councillor O’Driscoll
Unanimous

Seconded: Councillor Taylor

Planning & Development Sub-Committee

24th May 2022

7.55pm Councillor Lister declared a Schedule 1 Interest as his employer is a tenant at the site of the proposed application, and left the meeting

RESOLVED: To make a recommendation to Management Committee that an initial budget of £5,000 from reserves be allocated to engage planning consultants in relation to land at Broadmeadows/Tanyard, Ross-on-Wye and to liaise with Herefordshire Council.

Proposed: Councillor Winder
Unanimous

Seconded: Councillor Roberts

7.57pm Councillor Lister returned to the meeting

Amenities Sub-Committee

6th June 2022

Finance & Property Sub-Committee

7th June 2022

RESOLVED – to receive and note the above minutes as detailed and approve the Sub-Committee recommendations.

22/06#11 Working Groups

to receive and note the updated schedule of proposed meetings from the relevant conveners.

Working Group	Parent Committee	Convenor	Last/Next Meeting Held
Keep Ross Tidy	CM&T	Not fixed	Recommendations for a public awareness campaign and to consider improvements to the existing infrastructure would be made to the relevant sub-committees
Climate & Eco Emergency	Management	Cllr Roberts	No meeting
Markets Strategy	CM&T	Cllr Pope	Thoughts were turned toward looking at the social value of the markets and opportunities for external funding. The NABMA conference offered useful information and options around future improvements
Play Strategy	Amenities	Cllr Pope	Waiting for the Play Survey to be prepared ready for distribution and a plan for the proposed area is due.
RoW Character Portfolio – On Hold	Planning	Cllr Roberts	
Market House Phase II	Finance & Property	Cllr Utting	The Application for Scheduled Ancient Monument Consent has been submitted. A meeting in July is planned to review the tender documents.

Economic Investment Plan	CM&T	Cllr Bartrum	Nothing to report, a request was made that the Chairman make enquiries to HC about progress.
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22/06#58 Mayor's Announcements

to receive a verbal report from the Mayor.

The Mayor reported he had attended many engagements including a service at Hereford Cathedral, an event to welcome Ukrainian refugees which had been a very positive meeting with a desire expressed for more involvement within the community. There had been lots of Jubilee celebrations and events attended including the church service, street parties, beacon lighting, choral concert and the presentation of the souvenirs at one of the local primary schools.

In addition attendance at an event to mark the reopening of the Rowing Club following extensive post flood refurbishment.

22/06#59 Town Clerk's Report

to receive and note the verbal update from the Town Clerk

- Mayor Making Monday 20th June – councillors were reminded to confirm their attendance to the office
- Armed Forces Day Saturday 25th June – councillors were encouraged to offer their help by volunteering with the set up and stewarding

RESOLVED – to receive and note the report.

22/06#60 Finance – External Audit 2021/2022 Section 1 - Annual Governance Statement

[Local Audit and Accountability Act 2014 \[Accounts and Audit Regulations 2015\]](#)

To acknowledge and confirm the Council's responsibilities for ensuring a sound system of internal control has been met and to approve the assertions contained within the Annual Governance Statement and authorise the Chairman and the Clerk to sign the Return.

The Clerk and staff were thanked for their work and an acknowledgement of their efforts had been evidenced over recent years through the positive outcome of the internal and external audits.

Proposed: Councillor Roberts
Unanimous

Seconded: Councillor Setchfield

RESOLVED – to approve the signing of the Annual Governance Statement for the financial year 2021/2022.

22/06#61 Finance – External Audit 2020/2021 Section 2 - Accounting Statements

[Local Audit and Accountability Act 2014 \[Accounts and Audit Regulations 2015\]](#)

To confirm the Accounting Statements present fairly the Council's financial position and approve authority for the Chairman to sign the Accounting Statements.

The Council noted the restated figures within the 20/21 Accounting Statements were due to the parish lengthsman costs having been recorded incorrectly.

Proposed: Councillor Bartrum
Unanimous

Seconded: Councillor Winder

RESOLVED - to approve authority for the Chairman to sign Section 2 – The Accounting Statement for the year 2021/2022 confirming it presents fairly the Council's financial position.

22/06#62 Finance– Income & Expenditure 2022/2023

To review the budget information for the year to date.

RESOLVED – to receive and note the report.

22/06#63 Finance – Accounts for payment [Cheque signatories to be Cllrs O’Driscoll & Pope]

[Local Government Act 1972 s150 \(5\)](#)

To receive and note items of expenditure paid since the last meeting and accept schedule of updated payments.

RESOLVED – to receive and note the report.

22/06#64 Finance – 2021/2022

To review and confirm schedule of payments for 4th quarter for Direct Debits, BACS payments and manual cheques.

RESOLVED – to receive and note the report.

22/06#65 Ross North Ward Vacancy

i) To receive and note confirmation that there has been no request for an election

ii) To agree process and timetable for the co-option of a councillor to Ross North Ward

The Council accepted that advertising for the co-option should start week commencing 26th June for co-option at the September meeting.

Proposed: Councillor O’Driscoll

Seconded: Councillor Pope

Unanimous

RESOLVED - to authorise the Clerk to advertise the co-option and to propose a draft procedure for co-option at the July Management Meeting.

22/06#67 Citizens Advice Outreach – Ross-on-Wye

To receive a written report from Geraint Thomas – Chief Officer for the last two quarters 2021/2022.

RESOLVED – to receive and note the report.

22/06#69 Rural Market Town Group (RMT)

i) To consider taking an annual subscription for a membership at a cost of £130.00

ii) To nominate a councillor to be the representative on the RMT Group as an ‘outside body’

Cllr Stark advised that the opportunity to obtain ‘levelling up’ funds for the town would be improved as this group would be one of the bodies lobbying. If approved the membership of RMT would offer an advantage in ensuring that the town would be represented.

Proposed: Councillor O’Driscoll

Seconded: Councillor Winder

For: 10 Abstention: 1

RESOLVED - to take out an annual subscription and to appoint Councillor Stark to be the nominated representative as the Rural Market Town Group as on ‘outside body’.

22/06#70 Talk Parish Reference Group

To nominate a councillor to be put forward as the South West Primary Care Network area representative on the Talk Parish Reference Group.

Item deferred at request of Herefordshire Council.

22/06#71 Official Representatives on Outside Bodies

Review of representation on, or work with external bodies

Betzdorf Twinning Association	Cllr Cutter	AGM would be taking place this week. A visit in September is planned
Conde Twinning Association	Cllr Roberts	Enjoyable visit, thanks to the Deputy Mayor for her support.
Basement Youth Trust	Cllr Bartrum	Challenging anti-social behaviour by some attendees. Lack of funding has resulted in greater degree of problems for provision of services for young people. More volunteers are sought to help out at the Venue and to look to see if the service can be extended to offer more available hours
Ross Community Litter Clear up Crew	Cllr Winder	New bins have been requested - agenda item for the next Amenities meeting
Ross CDT	Cllr Roberts	'In Clover' event at the Venue attended by 35 people. Possible new group of people in Ross looking at facilitating future events
Ross Library Development Group	Cllr Stark	AGM this week – face to face meetings have resumed

There being no further business the meeting closed at 8.37pm

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Date

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Chairman

Mayor/Deputy Mayor Diary Engagements: 10th May 2022 – 13th June 2022

Mayor

Start	Subject	Location
Sun 22nd May 15:30	Thanksgiving Service	Hereford
Wed 1st June 17:30	Social evening for Ukrainian Guests	Ross-on-Wye
Thurs 2nd June 21:00	Beacon lighting at the Prospect	Ross-on-Wye
Thurs 2nd June 13:00	Street Parties for Jubilee	Ross-on-Wye
Fri 3rd June 12:30	Re-opening of Ross Rowing Club's Clubhouse	Ross-on-Wye
Fri 3rd June	Street Parties for Jubilee	Ross-on-Wye
Sat 4th June	Street Parties for Jubilee	Ross-on-Wye
Sat 4th June 19:00	Platinum Jubilee Festival	Ross-on-Wye
Sun 5th June 10:30	Jubilee Songs of Praise	Ross-on-Wye
Mon 6th June 11:00	Present Ashfield Park Primary School with Jubilee keyrings	Ross-on-Wye

Deputy Mayor

Thurs 26th May 18:00	Welcome to Conde Visitors	Ross-on-Wye
Sat 28th May 17:30	Ross Penyard Singers concert	Ross-on-Wye



Ross-on-Wye Town Council

Minutes of the ordinary meeting of Full Council

Held on Monday 10th October 2022 at 7.00 pm

At the Corn Exchange, 7 High Street, Ross-on-Wye. HR9 5HL

Present: Councillor E O'Driscoll – Chairman
Councillors C Bartrum, D Ciolte, S Cole, P Cutter, K Fowler, I Gumm, B Pope, D Ravenscroft, J Roberts, M Setchfield, L Stark, P Symonds, R Taylor, J Winder, and J Utting.

In attendance: Sarah Robson – Town Clerk

There were twenty members of the public present, one member of the press and two members of the police.

22/10#72 Apologies for Absence

[Local Government Act 1972 S85 \(1\)](#)

To receive and approve any apologies for absence

Councillor D Lister

RESOLVED – To accept the apologies given.

22/10#73 Declarations of Interest

[Local Authorities \(Model Code of Conduct\) Order 2007 SI No. 1159](#)

To receive Councillors' declarations of interest in items for discussion.

None

22/10#74 Applications for Dispensations

To receive Councillors' applications for dispensations.

None

22/10#75 Report from Ross Police

Council was advised a new PC had joined the Ross Policing Team offering more capacity. It was reported there had been some complaints from residents after the Olliefest event in the summer but that work with the organisers was happening to put plans in place to address the issues for next year. The ShopWatch/What's App initiative was working well after town had experienced a spate of shop thefts. Pub Watch member numbers were increasing but there had been fewer reports from publicans over recent months.

A question was asked about anti-social behaviour at the Ropewalk and what initiatives could be taken to reduce the number of incidents there. The Police agreed to keep an eye on the area.

7.10 pm Members of the Police left the meeting

22/10#76 Herefordshire Councillor Ward Enquiries

[maximum time allowed 15 minutes].

Town Council Members to raise issues with the Ward Councillors, on matters to be dealt with at County level.

A question was asked in relation to what progress had been made on the Model Farm development. It was reported that HC had applied for £19m of grant funds from the

government's Levelling Up Fund, the result should be announced in the November budget statement.

A question was asked about funding for Ukrainian refugees, the Chairman advised there is currently funding available from HC and applications from local groups were in hand. This would be on the next CMT agenda for further discussion. In addition there was a reminder about the Town Council's own funding scheme for projects with up to £1k available per application.

22/10#77 Public Participation

[Standing Orders Clause 3 \(e, f, g & h\)](#)

A spokesperson talked on behalf of those members of the public present, who were representing residents from Gorsley, Upton Bishop and Ross to speak about their views on the agenda item on the bus service. It was reported there is a concern for the wider community since the bus service ceased and its impact mentally, socially and physically for residents in rural areas who find it difficult to get around. It was noted that accessible public transport was important too for sustainable tourism for visitors coming into the county and also as a necessary link to the train station at Ledbury.

22/10#78 To resolve to exclude members of the press and public.

[Public Bodies \(Admission to Meetings\) Act 1960](#)

To agree any items to be dealt with after the public (including the press) have been excluded as publicity would prejudice the public interest by reason of the confidential nature of the business to be transacted.

Proposed: Councillor Cutter
Unanimous

Seconded: Councillor Winder

RESOLVED – that agenda item 22/10# 99 ‘Staff in Confidence’ be treated as confidential and be dealt with after the Public (including the Press) have been excluded.

22/10#79 Full Council Meeting Minutes

[Local Government Act 1972 schedule 12 para 41\(1\)](#)

To confirm and sign the minutes of the ordinary meeting of Full Council held on Monday 13th June 2022.

RESOLVED – that the minutes of the ordinary meeting of Full Council held on Monday 13th June 2022 be signed as a correct record.

The Chairman reported he would be bringing forward agenda item 22/10#94 i)

22/10#94 Co-option

[Local Elections \(Parishes & Communities\)\(England & Wales\) Rules 2006](#)

- i) *To appoint a co-opted member to the vacancy in the Ross-on-Wye Town Council North Ward.*

Candidate names;

- *Camilla Boylan*
- *Valerie Coker*
- *Linden Delves*
- *Sue Kirby*

The candidates were invited to address Council, written submissions from those who had not been able to attend were ready out. On being put to the vote, after two rounds there was a majority in favour of Linden Delves.

RESOLVED – to co-opt Mr. Linden Delves to the vacancy in the Ross North Ward

Councillor Delves was congratulated on being co-opted he then signed the Declaration of Acceptance Form and took his seat at the table.

22/10#80 Sub- Committees – To receive and note the minutes of the following meetings and approve any recommendations;

Planning & Development Sub-Committee 19th July 2022

To recommend to the Management Committee supporting the reintroduction of a regular bus service between Ross-on-Wye and Ledbury and via Newent with the pledge of a £26,000 contribution towards first year running costs, subject to consideration of additional data on projected user numbers and costs, with details of how they had been derived.

It was recognised there were some gaps in the data supplied, but Council realised that some things were unknowable at this stage. The Council understood the model would have to be trialled to establish if there would be a sufficient number of users to make it a long-term viable solution. The members of the public present were encouraged to approach their parishes to make a financial contribution to the service. The Council agreed a review of passenger numbers at the end of the year was necessary to consider whether financial support should continue.

The Chairman of the Management Committee reminded the Council that possibly other services provided by the Town Council might have to be cut if this were to go ahead as this was not a statutory responsibility of parish councils and there was a strong desire to keep increased costs to a minimum.

Proposed: Councillor Bartrum
Unanimous

Seconded: Councillor Symonds

RESOLVED – to budget a £26,000 contribution for one year in the 2023/24 budget to support the reintroduction of a regular bus service between Ross, Ledbury and Newent.

7.45pm Sixteen members of the public left the meeting

Amenities Sub-Committee 8th August 2022

Planning & Development Sub-Committee 16th August 2022

Amenities Sub-Committee 5th September 2022

Finance & Property Sub-Committee 6th September 2022

CM&T Sub-Committee 27th September 2022

Amenities Sub-Committee 3rd October 2022 - Deferred

RESOLVED – to receive and note the above minutes as detailed and approve the Sub-Committee recommendation.

22/10#81 Working Groups

to receive and note the updated schedule of proposed meetings from the relevant conveners.

Working Group	Parent Committee	Convenor	Last/Next Meeting Held
Climate & Eco Emergency	Management	Cllr Roberts	Nothing to report
Markets Strategy	CM&T	Cllr Pope	Next meeting 11 th November
Play Strategy	Amenities	Cllr Pope	Next meeting 14 th October
Market House Phase II	Finance & Property	Cllr Utting	The advert for the tender procurement process in compliance with legislation had gone live. A recommendation to F&P to engage a bid writer is in hand to attract grant funding.
Economic Investment Plan	CM&T	Cllr Bartrum	Nothing to report – further enquiries would be made with Herefordshire Council (HC)
Keep Ross Tidy	CM&T	Not fixed	A request had been made to HC to engage a part-time Enforcement Officer funded by the Town Council for a six month contract. Negotiations were in hand.
Dementia Friendly Community	CM&T	Cllr Roberts	2 meetings had taken place, plans were going ahead for a training offer to invite groups from across the town for dementia awareness training.

22/10#82 Mayor's Announcements

to receive a verbal report from the Mayor.

The Mayor reported he had attended a number of engagements over the summer. (Full details appended).

The Mayor offered his congratulations to Cllr Roberts on her BEM award for her contribution to volunteering which was celebrated in August.

The staff were thanked for all their time and efforts with the arrangements for the Proclamation event following the death of HM the Queen.

The people of Betzdorf presented the town with a gift which represents a street plan of the town, thanks were given to the Burger Meister of Betzdorf and the Twinning Association for their continued support and goodwill to the people of Ross.

22/10#83 Town Clerk's Report

to receive and note the verbal update from the Town Clerk

- Remembrance events on Friday 11th November and Sunday 13th would be taking place, information for councillors to follow
- Talk Parish Event from September now rescheduled for Monday 24th October, looking at how parishes can reduce their carbon footprints. Guest speaker expected from Herefordshire Green Network.

RESOLVED – to receive and note the report.

22/10#84 Finance– Income & Expenditure 2022/2023

To review the budget information for the year to date.

8.02pm Councillor Setchfield left the meeting

RESOLVED – to receive and note the report.

8.04pm Councillor Setchfield returned to the meeting

- 22/10#85 Finance – Accounts for payment** [Cheque signatories to be Cllrs Bartrum & Pope]
[Local Government Act 1972 s150 \(5\)](#)
To receive and note items of expenditure paid since the last meeting and accept schedule of updated payments.

RESOLVED – to receive and note the report.

- 22/10#86 Finance – 2022/2023**
To review and confirm schedule of payments for 1st quarter for Direct Debits, BACS payments and manual cheques.

RESOLVED – to receive and note the report.

- 22/10#87 Finance - External Audit /Annual Return for Year Ending 31st March 2022.**
To receive and note the conclusion from the External Auditor’s certificate and opinion and confirm a copy of the Notice of Conclusion of Audit has been displayed.

The staff were thanked for their work in ensuring a clean audit report.

RESOLVED – to receive and note the report.

- 22/10#88 Finance - Bank Reconciliations – Appointed Verifier 2022/2023**
To approve the appointment of a deputy verifier in line with the Council’s Financial Regulations.

Proposed: Councillor Bartrum
Unanimous

Seconded: Councillor Cutter

RESOLVED – to appoint Councillor Utting to be the deputy verifier for 2022/2023.

- 22/10#89 Finance - Banking**
[Financial Regulations Clause 5.1](#)
To ratify the decision taken by the Finance & Property Sub-Committee on 7th June 2022 Minute Ref FP22/06#51

- i) To arrange transfer of the two accounts currently held at the Santander Bank to Lloyds Bank.
- ii) To set up an electronic payment process to allow for a two-phase input and authentication system whereby staff would be authorised to make on-line payments.
- iii) To arrange for a new Debit Card to be issued to the Responsible Financial Officer with limits set in line with approvals under delegated authority.
- iv) To approve changes to the Council’s policies to facilitate on-line payments and use of a debit card.

Proposed: Councillor O’Driscoll
Unanimous

Seconded: Councillor Utting

RESOLVED – to approve the recommendation with immediate effect.

- 22/10#90 Health & Safety**
To receive a verbal update on the application of the Council’s Health & Safety Policy, consider any outstanding actions from the Audit and to report any accidents or near misses.

A report from the Amenities Manager confirmed there had been no reported accidents or near misses in relation to staff operations. A request was made that an email to remind staff about the need to report near misses and to ensure managers are correctly monitoring.

RESOLVED – to receive and note the report.

22/10#91 Herefordshire Council Funding Schemes via ‘Welcome Back Fund’ and ‘Great Places to Visit’

To receive a verbal report and update on progress to date on the approved schemes and projects.

- Works to the Town & Country Trail had been completed, and the four new wooden benches had been installed
- The dropped kerbs at Greytree had been completed
- The Hedgehog Christmas Lights would be due for delivery shortly, the contractor had met with staff to discuss the switch on event at the Christmas Fayre
- The additional Museum without Walls exhibits were live, some amendments to signage were needed to comply with the conditions of the funding
- The two digital notice boards are due for installation w/c 10th October. The CMT sub-committee reviewed the digital interface which connects with the Ross Tourism Association website
- The £10k allocation for the Buggy Route would be insufficient as the costings exceeded that. Once the final expenditure from the other projects was known further investigation would be made to see if the remaining funds would enable the scheme could go ahead

The Chairman wished to express his thanks to the staff for delivering these projects which had created a large volume of additional work over and above their usual commitments.

RESOLVED – to receive and note the report.

22/10#92 Policies

To consider the following for review and adoption

- **Standing Orders – to stand adjourned without discussion until the next ordinary meeting of the Council [Full Council – Monday 14th November 2022]**
(last reviewed by Full Council 14th September 2020)
- **Councillor Code of Conduct** (last reviewed by Full Council 9th July 2018)
- **Scheme of Delegation** (last reviewed by Management Committee 26th April 2021)
- **Civic Protocol** (last reviewed by Management Committee 22nd February 2021)
- **Councillor Buddy Scheme**

Proposed: Councillor Bartrum
Unanimous

Seconded: Councillor Symonds

RESOLVED – to accept the proposed amendments for immediate adoption in addition to the introduction of the new Councillor Buddy Scheme.

22/10#93 To consider a request from Cllr Ian Gumm to approve a leave of absence from Council business.

Withdrawn – no longer requested

22/10#94 Co-option

Local Elections (Parishes & Communities)(England & Wales) Rules 2006

ii) *To nominate a town council ‘buddy’ for the newly co-opted Councillor.*

iii) *To confirm appointment of the newly co-opted Councillor to all the sub-committees.*

Proposed: Councillor Winder
Unanimous

Seconded: Councillor Utting

RESOLVED – to appoint Councillor Stark to be Councillor Delves’ ‘buddy’ and to confirm his appointment to all sub-committees with immediate effect.

22/10#95 5 Year Plan

- i) *To receive and note the outcome of the consultation on town priorities which took place at the Annual Town Meeting on 25th April 2022*
- ii) *To review list of additional proposed projects/plans for inclusion received by the 26th August deadline*
- iii) *To consider mechanism for identifying priorities and bringing projects forward to be costed for 2023/24 budget*

The Management Committee Chairman proposed that the sub-committees should each review the 5-year plan and bring forward their projects in order of priority within their budgets. He noted that the monies which had been budgeted for the Market House project would allow an additional £45k for the following year.

Proposed: Councillor Utting
Unanimous

Seconded: Councillor Cutter

RESOLVED – to note the report and priorities, and receive the additional schemes being proposed. It was agreed that the mechanism for identifying priorities would see each of the Sub-Committees bring forward plans within their budget proposals which would be presented to the Finance & Property Sub-Committee in the new year.

22/10#96 Official Representatives on Outside Bodies

Review of representation on, or work with external bodies

Betzdorf Twinning Association	Cllr Cutter	A very successful trip, a thank you to the Mayor was made in his efforts to promote Ross through the Zoom contact. A presentation was made to Betzdorf by way of a picture of Ross. A committee meeting this week would be happening to review the recent trip.
Walkers are Welcome	Cllr Taylor	300 walkers had taken part in the Walking Festival, best numbers to date and many positive comments were received about the town
Ross in Bloom	Cllr Taylor	Level 4 – It’s your Neighbourhood Award and Silver award for the town
Ross Sports Centre	Cllr Stark	£106 monies have now been paid to the Centre for the improvement works
Conde Twinning	Cllr Roberts	Planning in underway for French trip due to take place in May 2023
Ross CDT	Cllr Roberts	A challenging winter lies ahead, work with Community Garden representatives is underway to support their endeavours. Financial assistance from the Town Council might be sought.
Ross Community Litter Clear Up Crew	Cllr Winder	Great deal still taking place, more volunteers wanted to collect litter

22/10#97 Correspondence for consideration and response.

- i) Disasters Emergency Committee – Ukraine Humanitarian Appeal
Noted

22/10#98 To confirm date of next meeting and propose items for consideration.

Full Council Meeting – Monday 14th November 2022
Budget recommendations from Sub-Committee re 5 Year Plan

8.40pm Members of the press and public left the meeting

22/10#99 In view of the confidential nature of the business to be transacted, it is likely that the press and public will be excluded during consideration of this item (Item 22/10#78 above refers)

Staff in Confidence

To receive a verbal progress report on the Amenities Service Review [M22/04#69]

Councillors were notified that the Amenities Supervisor had tendered his resignation effective from the end of October. Discussions with stakeholders were on-going in an effort to bring a comprehensive report to the Council for decision in November.

RESOLVED – to receive and note the report.

There being no further business the meeting closed at 8.45pm

Chairman

Date

Mayor/Deputy Mayor Diary Engagements: 12th July – 10th October 2022

Mayor		
Start	Subject	Location
Tues 19th July 16:00	SafeLane Global HRH visit	Upton Bishop
Thurs 21st July 18:30	The High Sheriff at Home	Hereford
Sat 23rd July 10:00	Opening of Hereford Three Choirs Festival	Hereford
Sun 24th July 10:00	Talk Community and Halo event	Ross-on-Wye
Wed 3rd August 10:00	Wye Wednesday Market	Ross-on-Wye
Wed 17th August 14:00	Lord Mayor of Birmingham at Merton House	Ross-on-Wye
Sun 21st Aug 15:00	A service of Thanksgiving, Christ Church	Ross-on-Wye
Sun 28th Aug 10:00	BEM Presentation for Jane Roberts	Ross-on-Wye
Sat 3rd Sep 12:00	ClayFest	Ross-on-Wye
Sun 4th Sep 10:00	Ross 10K/5K	Ross-on-Wye
Thurs 8th Sep 18:30	Opening of Sea Cadets new barracks	Ross-on-Wye
Sun 11th Sep 17:00	Proclamation of King Charles II	Ross-on-Wye
Fri 7th Oct 17:30	The Shrievalty Service	Hereford
Deputy Mayor		
Mon 29th August 11:00	Family Fun Day, Walford Village Hall	Ross-on-Wye
Sat 24th Sep 12:00	Equinox Festival	Ross-on-Wye



Ross-on-Wye Town Council

Minutes of the ordinary meeting of Full Council
Held on Monday 14th November 2022 at 7.00 pm
At the Corn Exchange, 7 High Street, Ross-on-Wye. HR9 5HL

Present: Councillor E O'Driscoll – Chairman
Councillors D Ciolte, L Delves, B Pope, D Ravenscroft, M Setchfield, L Stark, R Taylor,
J Winder, and J Utting.

In attendance: Sarah Robson – Town Clerk
There were two members of the public present, and one member of the press.

22/11#100 Apologies for Absence

[Local Government Act 1972 S85 \(1\)](#)

To receive and approve any apologies for absence

Councillor C Bartrum, P Cutter, I Gumm, J Roberts, and P Symonds

RESOLVED – To accept the apologies given.

Absent Councillors S Cole, K Fowler and D Lister

22/11#101 Declarations of Interest

[Local Authorities \(Model Code of Conduct\) Order 2007 SI No. 1159](#)

To receive Councillors' declarations of interest in items for discussion.

None

22/11#102 Applications for Dispensations

To receive Councillors' applications for dispensations.

None

22/11#103 Report from Ross Police

None present

7.02pm A member of the press arrived

22/11#104 Herefordshire Councillor Ward Enquiries

[maximum time allowed 15 minutes].

Town Council Members to raise issues with the Ward Councillors, on matters to be dealt with at County level.

A question was asked in relation to HC's Planning Committee, in particular the applications by Lidl and McDonalds. An enquiry was raised about whether the Ward Councillor could request decisions be taken by HC Planning Committee rather than it being done under delegated authority by the officer responsible. The Ward Member stated that the amended Lidl application would see a 15% reduction in the overall size of the proposed store and was designed to be more in keeping with the surroundings. It would also deliver an additional 4 industrial units on the development. It was noted there

are still issues around traffic, but he hoped that the application would be more sympathetically looked at as it would bring employment opportunities to the town. An enquiry was also raised about the Traffic Regulation Order application at Wye St. Funding in reserves have been set aside at HC to fast-track TROs on the list and a question had been posed to the Cabinet member about reducing the cost of applications so that the backlog could be moved more quickly.

22/11#105 Public Participation

[Standing Orders Clause 3 \(e, f, g & h\)](#)

None

22/11#106 Citizens Advice Outreach – Ross-on-Wye

i) to receive a verbal report from Sonya Gregory – Advice Services Manager

ii) to receive and note written reports for April – September 2022

Sonya Gregory thanked the Town Council for its continued support, and she mentioned some highlights from the written reports which had been circulated. Her Team had been very busy as the financial crisis was hitting people hard.

7.11pm Councillor Setchfield arrived at the meeting

A 30% increase in debt enquiries had been recorded and it was evident through the numbers of people needing services and help with making applications for benefits. The service is preparing for the increased need, and with the Lottery Funding award additional staff had been taken on to work within the outreach service and in recruiting volunteers to expand capacity. From April this year the presence in Ross had been boosted to weekly sessions at the Larruperz which were going well with high demand for appointments. Ross residents are still being prioritised and with the rise in more complex issues the resumption of the face-to-face services had been well received. Many people were coming in who have long term health issues and disabilities, and there were many vulnerable people too, so building on this local service is vital. The next phase of planning would see the introduction of drop-in sessions in town to encourage people to seek early help through the provision of accessible services. Work is on-going with other agencies including Talk Community. The foodbanks had been busy with an 11% increase in people needing access to this service. Statistics show there were now more families with children needing food. There are challenges ahead as one of the core funder's commitment comes to an end in April so there is a gap in funding anticipated.

The Mayor thanked the CAB and said how much the work they do is valued.

RESOLVED – to receive and note the report.

7.22pm Sonya Gregory left the meeting

22/11#107 To resolve to exclude members of the press and public.

[Public Bodies \(Admission to Meetings\) Act 1960](#)

To agree any items to be dealt with after the public (including the press) have been excluded as publicity would prejudice the public interest by reason of the confidential nature of the business to be transacted.

Proposed: Councillor Winder
Unanimous

Seconded: Councillor Utting

RESOLVED – that agenda item 22/11# 122 'Staff in Confidence' be treated as confidential and be dealt with after the Public (including the Press) have been excluded.

22/11#108 Full Council Meeting Minutes

[Local Government Act 1972 schedule 12 para 41\(1\)](#)

To confirm and sign the minutes of the ordinary meeting of Full Council held on Monday 10th October 2022.

RESOLVED – that the minutes of the ordinary meeting of Full Council held on Monday 10th October 2022 be signed as a correct record.

22/11#109 Sub- Committees – To receive and note the minutes of the following meetings and approve any recommendations;

Amenities Sub-Committee	3 rd October 2022	
Planning & Development Sub-Committee	11 th October 2022	
Amenities Sub-Committee	7 th November 2022	Deferred
Planning & Development Sub-Committee	8 th November 2022	Deferred

RESOLVED – to receive and note the above minutes as detailed.

22/11#110 Working Groups

to receive and note the updated schedule of proposed meetings from the relevant conveners.

Working Group	Parent Committee	Convenor	Last/Next Meeting Held
Climate & Eco Emergency	Management	ClIr Roberts	Not present
Markets Strategy	CM&T	ClIr Pope	There are a number of recommendations along with a Strategy Document coming to the next CM&T meeting
Play Strategy	Amenities	ClIr Pope	The Expression of Interest is being drafted for the Lease of land at Bluebell Close. Targeted grant applications will be looked at for the future
Market House Phase II	Finance & Property	ClIr Utting	Tenders are out with a deadline of mid-December. F&P is considering commissioning a professional bid writer for grant funding. Attracting external funding is essential for the project to go ahead. WG meeting in December to look at the tenders
Economic Investment Plan	CM&T	ClIr Bartrum	Not present – Roger Allonby is coming to the next CM&T meeting
Keep Ross Tidy	CM&T	ClIr O’Driscoll	The WG met recently, and the Agreement with HC is going ahead, and recruitment is in hand for the part time Enforcement Officer. A follow up meeting with Ledbury TC is taking place on 18 th November to see if there is any possibility of a future joint venture

Dementia Friendly Community	CM&T	Cllr Roberts	Not present
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7.26pm Another member of the public arrived at the meeting

22/11#111 Mayor's Announcements

to receive a verbal report from the Mayor.

The Mayor reported he had attended a number of engagements, full details appended.

22/11#112 Town Clerk's Report

to receive and note the verbal update from the Town Clerk

- Dementia Awareness Training – office staff had attended training at Ross Library recently and had joined up to become 'Dementia Friends'

RESOLVED – to receive and note the report.

22/11#113 Finance– Income & Expenditure 2022/2023

To review the budget information for the year to date.

RESOLVED – to receive and note the report.

22/11#114 Finance – Accounts for payment [Cheque signatories to be Cllrs O'Driscoll & Ravenscroft]

[Local Government Act 1972 s150 \(5\)](#)

To receive and note items of expenditure paid since the last meeting and accept schedule of updated payments.

RESOLVED – to receive and note the report.

22/11#115 Finance – 2022/2023

To review and confirm schedule of payments for 2nd quarter for Direct Debits, BACS payments and manual cheques.

RESOLVED – to receive and note the report.

22/11#116 Health & Safety

To receive a verbal update on the application of the Council's Health & Safety Policy, consider any outstanding actions from the Audit and to report any accidents or near misses.

A report from the Amenities Manager confirmed there had been no reported accidents or near misses in relation to staff operations. The previous request to email all staff members to remind them of the need to report any near misses had been sent.

RESOLVED – to receive and note the report.

22/11#117 Herefordshire Council Funding Schemes via 'Welcome Back Fund' and 'Great Places to Visit'

To receive a verbal report and update on progress to date on the approved schemes and projects.

- The Hedgehog Christmas Lights had been delivered; installation would be taking place over the course of the next week ready for the switch on event at the Christmas Fayre
- The two digital notice boards had been installed. There was a delay with the go-live date due to additional works needing to be done to the digital interface which connects with the Ross Tourism Association website
- The works to extend the Buggy Route had been commissioned, confirmation of the start date for works to commence was awaited

RESOLVED – to receive and note the report.

22/11#118 Civility & Respect Project:

[In collaboration with the Society of Local Council Clerks (SLCC), National Association of Local Councils (NALC), One Voice Wales (OVW) and County Associations]

To receive and note the written report and to pass a resolution to [Sign the Pledge](#) for civility and respect.

Proposed: Councillor Ravenscroft
Unanimous

Seconded: Councillor Utting

RESOLVED – to approve signing the Pledge for Civility and Respect and agree to commit to the seven principals;

- to put in place a training programme for councillors and staff
- to sign up to the Code of Conduct for councillors
- to have good governance arrangements in place including staff contracts
- to seek professional help at early stages should civility and respect issues arise
- to commit to calling out bullying and harassment if and when it happens
- to continue to learn from best practice in the sector and aspire to being a role model / champion council e.g., via Local Council Award Scheme
- to support the continued lobbying for change in legislation to support civility and respect , including sanctions for elected members where appropriate

22/11#119 Policies

To consider the following for review and adoption (circulated)

- **Standing Orders – to stand adjourned without discussion until the next ordinary meeting of the Council [Full Council – Monday 10th October 2022]**
(last reviewed by Full Council 14th September 2020)

Proposed: Councillor O’Driscoll
Unanimous

Seconded: Councillor Stark

RESOLVED – to adopt the amended Standing Orders with immediate effect.

22/11#120 Official Representatives on Outside Bodies

Review of representation on, or work with external bodies

Ross Community Litter Clear Up Crew	Cllr Winder	A litter pick has been organised on Friday 18 th at 2.30 – all welcome
Betzdorf Twinning Association	Cllr Cutter	The Committee had discussed the arrangements for the next visit which is on-going. The Town Band would be looking at an involvement with Betzdorf and the possibility of going on the next twinning visit
Board of the Community Association	Cllr Utting	A number of community groups regularly meet there, voluntary groups have been encouraged to make applications to RTC for grant funding
HALC	Cllr Ravenscroft	3rd November meeting discussed an increase in subscriptions with a cap introduced to a maximum amount. HALC are offering to host meetings to talk about the roles and responsibilities of councillors to encourage

	<p>candidates for the elections. There was a discussion about HALC joining a consortium of HR specialists to benefit the membership, it was decided not to pursue this. AGM on 17th November - Will Jackson recently returned from Ukraine will be attending to talk about his experiences</p>
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22/11#121 To confirm date of next meeting and propose items for consideration.

Management Meeting – Monday 12th December 2022

Budget Progress , Warm Rooms/CDT involvement

Talk Community Development Officer will be in attendance to talk about his role.

8.05pm Members of the press and public left the meeting

22/11#122 In view of the confidential nature of the business to be transacted, it is likely that the press and public will be excluded during consideration of this item

(Item 22/11#107 above refers)

Staff in Confidence

To receive a verbal progress report on the current staffing situation and the impact on the Amenities Service Review [M22/04#69]

Councillors were notified that the Amenities Manager had tendered her resignation effective from 9th December. Plans to recruit to the vacant posts within the existing Amenities Structure were in hand and short-term arrangements to outsource had been put in place to avoid service delivery failure. The Service Review would be paused until a full complement of staff was in post.

RESOLVED – to receive, note and accept the report.

There being no further business the meeting closed at 8.07pm

Chairman

Date

Mayor/Deputy Mayor Diary Engagements: 11th October – 14th November 2022

Mayor		
Start	Subject	Location
Thurs 20th Oct 18:30	John Kyrle High School Open Evening	Ross-on-Wye
Sun 23rd Oct 14:00	Monmouth Town Council Civic Service	Monmouth
Sat 29th Oct 12:00	RBL Service at Planter	Ross-on-Wye
Sun 30th Oct 12:00	Chairman's Civic Service	Ross-on-Wye
Sat 5th Nov 11:00	Visit Poppy Stall at Morrisons	Ross-on-Wye
Thurs 10th Nov 16:00	Picture with Christmas card winner	Ross-on-Wye
Fri 11th Nov 11:00	Armistice Service at Market House	Ross-on-Wye
Sun 13th Nov 10:30	Remembrance Service	Ross-on-Wye
Deputy Mayor		
Thurs 10th Nov 12:00	Chelsea Pensioners/Korean War/Falklands War commemoration	Ross-on-Wye

