



SERVICES COMMITTEE

Minutes of the Services Committee meeting held at Bishop Mascall Centre, Ludlow, on Monday 18th February 2008 at 7.00 pm.

MEMBERS PRESENT: Councillors Pound (Chairman), Newbold (Vice-Chairman), Glaze, and Smithers

APOLOGIES FOR ABSENCE: Councillors Bradley and Perks

IN ATTENDANCE: Councillor Pope

OFFICERS PRESENT: Richard Walden, Acting Town Clerk, Richard Harper, Community Services Officer and Roy Guestford, Markets Officer

S4/08 PERSONAL AND PREJUDICIAL INTERESTS

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| Cllr Glaze | Siting of memorial seat in Castle Gardens | Personal relative commemorated | Interest of person | – |
|------------|---|--------------------------------------|--------------------------|---|

S5/08 MINUTES

It was **RESOLVED** – that the Minutes of the Markets, Amenities and Cemetery Committee held on 21st January 2008 be accepted as a correct record.

S6/08 PUBLIC OPEN SESSION – there were no members of the public present.

S7/08 TOWN WALLS

The Committee received Mr Bill Jones and Mr Colin Richards of South Shropshire District Council who gave a detailed presentation of the current condition and maintenance responsibilities for Ludlow Town Walls. A map showing the extent of the walls, with the section for which the Town Council was responsible for marked in yellow was circulated.

Ludlow was one of a small number of European towns with its town walls relatively intact. They were a significant historic and heritage asset and the District Council had established the Town Walls Trust to obtain funding from English Heritage and the Heritage Lottery Fund towards their repair and maintenance. Councillor Kidd was the Town Council's nominated Trustee.

Messrs Jones and Richards explained the differing forms of construction of the walls and the causes of recent collapses which were a significant financial burden on the District Council. Responsibility for maintaining the walls fell to the relevant landowner but the situation was extremely complex and the ownership of some sections of wall was unknown and, in these cases, the District Council had to accept the maintenance liability. The duties of the District Council would be passing to the new Unitary Shropshire Council but Mr Jones suggested the Town Council and its Direct Labour Force would have a vital new role in monitoring the condition of the walls, effecting minor maintenance and responding to emergency situations



as a result of collapses. To this end the Council's staff were already receiving training in the basic techniques and skills required to repair the walls. Regular removal of bushes and trees growing from the walls was essential.

Structural engineers had identified weaknesses in the section of the north wall adjoining the Castle Car Park and similar concerns were likely in the section adjoining the closed churchyard which was the Town Council's responsibility. The Council's insurers should be made aware of the situation but the Town Walls Trust was developing a strategy to deal with all these issues. The chances of their finding success would be enhanced if the Town Council formally supported the project.

It was **RESOLVED** – That (i) Messrs Jones and Richards be thanked for their presentation and be invited to present a progress report in 6 months time;
(ii) the Town Council fully supports the principles of the Town Walls Trust and its application for Lottery funding and confirms its willingness to consider practical support in kind for the project; and
(iii) in future the Council will maintain training manuals to ensure that all existing and future members of the DLF were capable of understanding routine maintenance items to the walls.

S8/08 AMENITY AREAS AND PROPERTY REPORT

The Community Services Officer presented a general report covering issues relating the areas for which he was responsible and the Committee agreed that this was the style of report they would wish to receive on a regular basis together with details of work undertaken in the previous month by the Direct Labour Force. To ensure good liaison between councillors and staff it was further agreed that the Chairman would meet informally once a month with the Community Services Officer to discuss issues raised by Councillors.

(a) Linney Riverside Park

It was noted that the Council's insurers had agreed to meet the cost of replacing 6 boats lost during the previous summer's floods less any excess. It was, however, proposed to purchase 8 new boats for the coming season. **RESOLVED** – that (i) Policy and Finance Committee be asked to approve an additional expenditure of £1,400 on new boats from the capital reserve fund.

(ii) That subject to confirmation of a satisfactory structural report on the condition of the jetty, the facilities at the Linney be opened from 3rd May at weekends and bank holidays and weekdays during the main school holidays.

(b) Wheeler Road Recreation Ground

The Community Services Officer reported on the proceedings of the meeting of the Wheeler Road working group held on 9th February when the siting of new benches and litter bins had been agreed. The Committee also approved a suggestion that a new path be provided to the wheeled sports area, the cost of which be met from the anticipated additional external funding for promoting the area. Members also agreed that picnic benches be provided at the ground and the new goal posts be placed to provide a 90 metre football pitch.



(c) Castle Gardens

The Committee confirmed with the Community Services Office the precise location for two new memorial seats and a new flower bed to replace the site of the former Straw Bale House.

(d) Cemetery

The notes of the meeting of the Cemetery working group held on 23rd January were received. The Community Services Officer was asked to investigate fencing the skip at the Cemetery to prevent unauthorised dumping of rubbish and to report back on likely costs.

S9/08 LUDLOW MARKET

The report of the Markets Officer on the performance of the markets during January was received. Councillor Smithers reported on the continuing work of the cardboard recycling project working group. A final report was in the course of preparation but would be proposing that recycling be available at a town centre and out-of-centre locations. Alternative and more suitable types of trailer were being investigated.

It was **RESOLVED** – that (i) the request of Ludlow 21 to hold the Green Fair on the market annually on the 4th Sunday in August be approved and the charity fair normally held that day be offered an alternative date.

(ii) The Chairman and the Markets Officer be asked to agree the date of the first meeting of the Markets Sub Committee.

S10/08 FEES AND CHARGES

It was **RESOLVED** – that the scale of fees and charges set out at Appendix “A” be approved with effect from 1st April 2008.

S11/08 CHRISTMAS LIGHTS

Due to staff illness the meeting of the Christmas Lights working group due to have taken place on 13th February would now be held on 27th February.

S12/08 OUTSIDE ORGANISATIONS

There were no reports from representatives on outside organisations within this Committee’s terms of reference.

S13/08 EXCLUSION OF PRESS AND PUBLIC

It was **RESOLVED** that, in view of the confidential nature of the business to be transacted, the press and public be excluded from the remainder of the meeting.

S14/08 LAND TRANSACTIONS

The Acting Town Clerk reported on two current land transactions and it was **RESOLVED** – that the Council proceed as set out below:

Boundary adjustment at The Linney/ Fairwater House – subject to planning consent and the approval of the Environment Agency the necessary land be conveyed at a price determined by the District Valuer and other terms as recommended by the Council’s Solicitor subject to the applicant meeting future maintenance liability for the new boundary and agreeing to meet the Council’s reasonable legal expenses.

New Scout hut at Wheeler Road - subject to receipt of planning permission, the Council’s Solicitor be authorised to enter into an Agreement for lease to enable the building works to proceed and, once completed, the Scout Association be granted a 99 year full repairing lease



at a nominal rent and such other terms as recommended by the Council's Solicitor, each party meeting their own legal costs.

Chairman

Date

Appendix "A"