



## **POLICY & FINANCE COMMITTEE**

Tuesday 25<sup>th</sup> March 2008

You are summoned to attend a meeting of the Policy & Finance Committee which will be held at The Bishop Mascall Centre, Lower Galdeford, Ludlow, SY8 1RZ, on **Monday 31<sup>st</sup> March 2008 at 7.00pm** at which your attendance is required.

**TO: MEMBERS OF POLICY & FINANCE COMMITTEE:** Councillors Aitken (Chairman), Perks (Vice Chairman), Bradley, Glaze, Hunt, Kidd, Newbold, Pound, Smithers and Wilcox

### **AGENDA**

1. **APOLOGIES** – To receive any apologies for absence.
2. **PREJUDICIAL AND PERSONAL INTERESTS** – To receive any specific declarations of interest.
3. **PUBLIC OPEN SESSION (15 minutes)** – Members of the public are invited to make representations on any matter relating to the work of the Committee.
4. **MINUTES** – To approve the minutes of the meeting held on Monday 25<sup>th</sup> February 2008 (Pg 5)
5. **ACCOUNTS SUB-COMMITTEE** – To approve the minutes of Thursday 21<sup>st</sup> February and 19<sup>th</sup> March 2008 (Pg 9)
6. **MARKET ENHANCEMENT**
  - a) To note that a meeting of the Steering Group met on 3<sup>rd</sup> March 2008. Minutes to follow
  - b) To consider the report on the analysis of the responses from the public consultation held from 12<sup>th</sup> to 19<sup>th</sup> March 2008 and to make a recommendation to Council (Pg 11)
7. **TOWN WALLS** – Please see the attached report of the Town Clerk and the recommendations made (Pg 15)
8. **MAYOR MAKING/ANNUAL MEETING** – To review the decision to hold the Mayor Making Ceremony at the Assembly Rooms and consider holding it in the parish church of St Laurence instead, followed by a reception at the Assembly Rooms.

Members are asked to note that the nominations for Mayor and Deputy Mayor, and any changes to the committee membership, will appear as an item on the Council agenda for 12<sup>th</sup> May 2008.



**9. UNITARY COUNCIL** – To note the information received from SCC on the latest stages of implementation (Pg 17)

**10. LUDLOW ASSEMBLY ROOMS** – To review and approve the attached Service Level Agreement in conjunction with SSDC (Pg 21)

**11. LUDLOW FESTIVAL**

- a) To note that a letter of thanks for the £2,500 grant has been received
- b) To consider the offer of 10 free top price tickets to see the Shakespeare Play on the evening of Monday 23<sup>rd</sup> June

If Committee wishes to accept this offer, it is required to agree who should attend and whether other tickets should be reserved for purchase. Please note that the 1086 Restaurant may be available to host a civic reception, if wished.

**12. READERS' HOUSE** – To consider, in principle, the establishment of a charitable trust to purchase and maintain the Grade I listed building for the benefit of the town.

**13. AUDIT COMMISSION** – To note the appointment of Mazars LLP as the external auditor for the financial years 2007/08 to 2011/12.

**14. STANDARDS BOARD** – To note the attached newsletter (Pg 27)

**15. GRANT FUNDING** – To consider the applying to CSV Action Earth for grants of up to £50 to go towards the Help the Birds Project. The funds will primarily go towards the purchasing of timber for the birdbox scheme.

**16. POST OFFICES IN SHROPSHIRE** – Please see the attached letter received from Penny Spencer, SCC. Committee is requested to nominate a representative of the Town Council to attend the event on 21<sup>st</sup> May in Shrewsbury (Pg 29)

**17. GARDEN PARTY** – To note that the Mayor has been nominated, along with her sister, to attend a Buckingham Palace Garden Party this summer. An emergency decision, under SO49, has been made by the Chair and Vice-Chair of Policy & Finance as the closing date for nominations was 25<sup>th</sup> March.

**18. TRAINING** – To note that a Local Councils Markets Seminar has been arranged for Monday 16<sup>th</sup> June 2008 in Lichfield. Committee is asked to consider whether to attend to nominate a representative of the Council accordingly. Please see the attached literature (Pg 30)

**19. RECOMMENDATIONS FROM OTHER COMMITTEES** – To approve the recommendations made by the Services Committee on the Buttercross Conservation Plan, as follows:

- That the Priority A list is carried out
- That the Council go out to tender to appoint a contractor
- That the DLF carry out the repairs to glazing in the Buttercross



- That further investigation be carried out to find the cause of the water leak on the roof
- That funds come out of the Capital Budget

## **20. REPORTS FROM WORKING GROUPS**

- a) Website & Newsletter                      Councillors Glaze, Kidd, Perks & Pope
  - b) Remembrance Sunday                      Councillors Glaze, Kidd & Smithers
- To note the report of the meeting held on 27<sup>th</sup> February 2008 (Pg 31)

## **21. REPORTS FROM OUTSIDE ORGANISATIONS**

- a) Ludlow Area Committee                      Councillor Kidd
  - b) Ludlow Marches Partnership                      Councillor Perks
  - c) SALC    Councillor Perks
  - d) Six Market Towns                              Councillor Perks
- To note the report of the meeting held on 21<sup>st</sup> February 2008 (Pg 33)
- e) SSDC Standards Committee                      Councillor Newbold

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Linda Thomas  
Town Clerk