

POLICY & FINANCE COMMITTEE

Minutes of the Policy & Finance Committee meeting held at The Bishop Mascall Centre, Ludlow, on Monday 31st March 2008 at 7.00 pm.

MEMBERS PRESENT: Councillors Aitken (Chairman), Perks (Vice-Chairman), Bradley, Glaze, Hunt, Kidd, Newbold, Pound, Smithers and Wilcox

IN ATTENDANCE: Councillors Pope and Galtress (8.05pm)

OFFICERS PRESENT: Linda Thomas, Town Clerk, Hannah Coleman, Assistant Clerk and Roy Guestford, Market Manager

Councillor Aitken welcomed Linda Thomas to her first meeting of the Policy & Finance Committee as Town Clerk. He also thanked Hannah Coleman on behalf of the Council for her efforts and assistance in the interim before the appointment of the new Town Clerk.

PF18/08 APOLOGIES – There were no apologies for absence.

PF19/08 SPECIFIC DECLARATIONS OF INTEREST

Minute No.	Councillor's Name	Personal	Prejudicial	Reason
PF23/08 PF24/08	G. Kidd	✓ ✓		Involvement with MTI funding Council representative on Town Walls Trust
PF24/08	G. Perks	✓		Involvement with restoration project in Romania
PF29/08	J. Smithers	✓		Involvement regarding the setting up of the Trust
PF27/08	J. Wilcox	✓		Council representative on Ludlow Assembly Rooms

PF20/08 PUBLIC OPEN SESSION – There were 27 members of the public present.

Mark Lavers, Leominster, had been a market trader for 12 years. He expressed his views concerning the proposed movement of the mobile units to the north side of the market. His concerns were as follows: inadequate space to manoeuvre the units as a minimum of 30 metres was required therefore the length from the stand pipe to the George Pub would be required thus losing 9 or 10 stalls; the proposed angle of the trailers would mean the tow bars protruding into the road and the front of the units into the market space, also the back view of the units in front; the issue of fresh produce units facing into direct sunlight. In favour of keeping the layout as it was, he mentioned how the mobile units protect stalls from adverse weather and that, if the back of the units are considered unattractive, perhaps the Town Council would consider grant funding to improve their appearance.

Joan Boyd-Stuart, Stoke St Milborough, expressed the views of a fellow market trader along with her own. She had traded in the Buttercross Market for 6 years. In favour of the current layout she reported that there was a good flow through the market for traders and public,

providing adequate space for traders to pull onto the Square to load and unload. The proposed layout provided only 2 metres rather than 4 and that was considered a safety issue. The idea of enhancing the back of the vehicles, with funding, was considered a good one and she believed that such large expenditure to date had been unnecessary.

Robin Farmer, Orleton, had been a trader for 45 years and favoured the layout as it was currently, especially as it was the best result after trial layouts over the years. It provided a good flow through the market for shoppers and avoided placing the mobile units in full sun. The access would not be easy from the car park if the units were placed on the north side. There has been a drop in trade on the market over the last few years and there is concern that any change could cause further decline. He could not see any advantages to the new layout.

Councillor Rosanna Taylor-Smith, Mill Street, was pleased to see consideration towards the Town Wall works on the agenda and requested that serious thought and a quick response was important.

PF21/08 MINUTES – The minutes of the meeting of the committee, as amended, were approved and signed as a correct record.

PF22/08 ACCOUNTS SUB-COMMITTEE – The reports of the meetings of 21st February and 19th March 2008, as amended, were approved.

PF23/08 MARKET ENHANCEMENT

Councillor Bradley asked that it be recorded that he had asked Councillor Kidd to confirm that his interest was only personal and not prejudicial. Councillor Kidd concurred.

a) It was **NOTED** that the Market Steering Group had met on 3rd March 2008 and that the minutes would be circulated to Members once received.

b) The Town Clerk presented the report on the analysis of the responses from the public consultation held from 12th to 19th March and relayed the funding requirements from AWM.

During detailed debate, it was **RESOLVED** to suspend Standing Orders to allow Peter Norman, member of the public, to answer a question regarding the Local Produce Market. Mr Norman confirmed that the Local Produce Market had every intention to hold a beer and sausage day. Standing Orders were reinstated.

Following further discussion, it was **RESOLVED** to defer making a decision and recommendation to Council until the following queries had been answered. A Special meeting would be called in 2 weeks subject to information gathered:

- Confirmation on the measurements of the market and stalls thus presenting the available space
- Ludlow Town Council monies available
- Outstanding funds to Parklands Consortium
- Any other queries as received by Members following the meeting

PF24/08 TOWN WALLS – It was **RESOLVED** to adopt the following recommendations:



1. That the Town Council approve the expenditure required to carry out the initial survey in conjunction with SSDC, subject to confirmation that the estimated cost of £12,000 would be reimbursed through funding
2. That the Town Council approve, in principle, the entering into of a project with SSDC to survey and repair the relevant areas of the town walls and to support the application for grant funding to be made by SSDC
3. That the Town Clerk negotiate permissions from the owners of the properties at the base of the wall for the erection of scaffolding
4. That the Town Clerk investigate the cost of relevant insurance cover against the damage from potential collapse

PF25/08 MAYOR MAKING/ANNUAL MEETING – The Town Clerk informed the Committee that under Standing Orders the decision to review the venue for Mayor Making, as previously agreed, could not be reversed for six months unless requested in writing by a minimum of four councillors.

PF26/08 UNITARY COUNCIL – The information received from SCC was **NOTED**. Members were encouraged to attend the South Shropshire meeting in Craven Arms on 21st April.

PF27/08 LUDLOW ASSEMBLY ROOMS – It was **AGREED** to include the increase of the rolling period from 3 to 5 years in the Service Level Agreement as part of further discussions with SSDC.

PF28/08 LUDLOW FESTIVAL

- a) The letter of thanks for the grant of £2,500 was **NOTED**
- b) It was **RESOLVED** to thank Ludlow Festival for the offer of 10 free top price tickets but to suggest they are issued to members of the community, such as students, who would not normally be able to attend the play

PF29/08 READERS HOUSE – It was **RESOLVED** to agree in principle that the Town Council supported the formation of a charitable trust.

PF30/08 AUDIT COMMISSION – It was **NOTED** that Mazars LLP had been appointed as the external auditor for the financial years 2007/08 to 2011/12.

PF31/08 STANDARDS BOARD – The newsletter was **NOTED**.

PF32/08 GRANT FUNDING – It was **AGREED** to apply to CSV Action Earth for a grant of up to £50 to go towards the Help The Birds Project.

PF33/08 POST OFFICES IN SHROPSHIRE – It was **AGREED** that should a Member wish to attend the event on 21st May 2008 they should let the Town Clerk know.

PF34/08 GARDEN PARTY – It was **NOTED** that the Mayor had been nominated to attend a Buckingham Palace Garden Party following an emergency decision by the Chair and Vice-Chair of this Committee.



PF35/08 TRAINING – It was **RESOLVED** that every member of the Services Committee should be invited to attend the Local Councils Market Seminar on 16th June 2008 in Lichfield.

PF36/08 RECOMMENDATIONS FROM OTHER COMMITTEES – It was **RESOLVED** to approve the recommendations made by the Services Committee on the Buttercross Conservation Plan.

PF37/08 REPORTS FROM WORKING GROUPS

- a) **Website & Newsletter** – It was **NOTED** that information was awaited and that a meeting should be called as a matter of urgency once received
- b) **Remembrance Sunday** – The report of the meeting held on 27th February 2008 was **NOTED**

PF38/08 REPORTS FROM OUTSIDE ORGANISATIONS

- a) **Ludlow Area Committee** – Councillor Kidd reported that the next meeting would be held on 2nd April 2008 at the Harley Centre, Ludlow College
- b) **Ludlow Marches Partnership** – Councillor Perks gave a précis of the current projects
- c) **SALC** – Nothing to report
- d) **Six Market Towns** – The report of the meeting held on 21st February 2008 was **NOTED**
- e) **SSDC Standards Committee** – It was **NOTED** that currently there was no vacancy for a parish council representative

The meeting closed at 8.25 pm

Chairman

Date