



POLICY & FINANCE COMMITTEE

Minutes of the Policy & Finance Committee meeting held at The Bishop Mascall Centre, Ludlow, on Monday 24 November 2008 at 7.00 pm.

MEMBERS PRESENT: Councillors Aitken (Chairman), Davies, Glaze, Hunt, Kidd, Newbold, Pound and Wilcox. Councillor Callender also in attendance.

OFFICERS PRESENT: Linda A Thomas, Town Clerk

PF135/08 APOLOGIES – There were no apologies for absence.

PF136/08 DECLARATIONS OF INTEREST – There were no declarations of interest.

Agenda Item	Councillor's Name	Personal	Prejudicial	Reason
7b	G Kidd	✓		Member of Slow Food UK

PF137/08 PUBLIC OPEN SESSION – M Lavers, Market Trader, referred to a request to remove mobile vans from the Market Square and asked to the reasons for this request. He outlined a number of problems he had experienced in moving his van. He also asked if, when trading on consecutive days, the vans could be left overnight; and whether the Town Council could provide a means of keeping the area clear to allow access and egress.

PF138/08 MINUTES – The minutes of the meeting held on 20 October 2008 were approved and signed as a correct record.

PF139/08 ACCOUNTS SUB-COMMITTEE – The minutes of the meeting held on 15 October 2008 were received and noted.

PF140/08 MATTERS FOR REVIEW

- a) **Market vans** – Following discussion on a number of suggested options for preventing parking it was **Resolved** that:
- i. talks be held with traders with mobile units to identify the issues relating to removal of vans;
 - ii. measures to prevent indiscriminate parking be investigated.
- b) **Staffing Review** – pressure of work on all staff had delayed this review. Discussions would commence in the week beginning 1 December 2008. A report would be made to January P&F Cttee.

PF141/08 FINANCE –

- a) **May Fair** – The Town Clerk presented a report detailing the major costs. The Chairman commented that members must note that the Town Council subsidises this event. Cllr Davies stated that this was not merely a business activity but was a social event which brought people into the town and provided hidden benefits. **Resolved** that:



- i) Discussions be held with the Police re the cost of policing when other Councils apparently received this free of charge;
- ii) The provision of reusable road signage be investigated to reduce the annual outlay;
- iii) The Town Clerk meet with the Fair operators to discuss cost of rides and layout of equipment, to reduce the movement of street furniture.
- b) **Slow Food UK** – Cllr Kidd outlined the ongoing support from local organisations for Slow Food UK. **Resolved** that the previously agreed contribution of £500 be made. (Prop JA, Sec JW, For 6, Against 1 Abstention 1 (GK))
- c) **Ludlow Business Guild** – **Resolved** that a contribution of £50 be made.
- d) **Market Review** – **Resolved** that a Working Group (JA, GK, JN and TP) hold an initial meeting with Chris New to scope out the requirements of the review. The Working Group to report back to P&F Cttee. Copies of the 2003 Report would be available for members requiring one.
- e) **Calendar of Events Leaflet 2009** – **Resolved** that the suggested rates be approved.
- f) **Budget Preparation** – The date of the meeting was noted.

PF142/08 NALC NEW ELECTORAL ARRANGEMENTS FOR SHROPSHIRE – The report of the Boundary Committee was received and noted.

PF143/08 SHROPSHIRE COUNCIL – Details of briefing reports on Local Joint Committees and Community Working were received and noted. **Resolved** that the proposed delegated services be considered at the forthcoming Budget meeting.

PF144/08 PRIMARY SCHOOL ORGANISATION IN SHROPSHIRE – The report of the Independent Policy Commission on Primary School Organisation was received and noted.

PF145/08 TRAINING/SEMINARS– Details of the following events were received and noted:

- a) West Midlands Quality Parish Councils Group – Local Leadership 2020 – Friday 28 November at Birmingham
- b) Ludlow Marches Partnership - Wednesday 17 December Ludlow
- c) Shropshire County Council annual Emergency Planning Briefing – Wednesday 14 January 2009 at Shrewsbury
- d) Nabma Seminar – Regenerating and Resourcing Markets Thursday 29 January 2009 at Birmingham – Cllr Kidd to attend
- e) NALC Regional Event – Stepping Stones – Wednesday 11 February 2009 at Coventry – Town Clerk to attend.

PF146/08 REPORTS FROM WORKING GROUPS

- a) **Website & Newsletter** – Members noted that the Newsletter was at the printers and with a few minor amendments the Website was ready to launch. Members would be advised of the date when it went live.
- b) **Remembrance Sunday** – Arrangements seemed to have worked well for the event.



PF147/08 REPORTS FROM OUTSIDE ORGANISATIONS

- a) **Ludlow Area Committee** – Councillor Kidd reported that the latest meeting had approved a grant to Ludlow Business Guild and the Rotary Club for Christmas Lights enhancement. A report had also been presented on the controversial siting of a public crossing at Aldi. For reasons outlined in the report there would be no change.
- b) **Ludlow Marches Partnership** – Minutes of the meeting on 11 September were received and noted.

PF148/08 EXCLUSION OF PRESS AND PUBLIC - PUBLIC BODIES

(ADMISSION TO MEETINGS) ACT 1960 – It was **RESOLVED** that, in the view of the confidential nature of the business to be transacted, the press and public be excluded for the remainder of the meeting.

Chairman

Date



PF149/08 STAFFING & APPEALS SUB COMMITTEE – The Confidential Minutes of the Special meeting of the Staffing and Appeals Sub Committee held on 4 November had been circulated to the members who had been in attendance. A copy would be available for members to view at the Buttercross.

PF150/08 CALENDAR OF EVENTS LEAFLET – The expected report had not been received, however the Town Clerk circulated:

- a) A letter from the investigating officer recommending that a Disciplinary Hearing be convened
- b) A letter from the Monitoring Officer containing strong recommendations that Councillors who had signed a statement issued to the press should give consideration to a potential conflict of interest in this matter.

Also the Town Clerk had been asked by the Monitoring Officer whether it was the Town Council's wish to widen the mandate of the current investigation in order to identify any potential loss of income to the Town Council from earlier editions of the Calendar.

Resolved That the District Solicitor –

- i. be requested to advise the Town Council on the potential loss of income; and
- ii. send a letter to all advertisers/contributors seeking recompense for sums due from earlier editions.

The Town Mayor, having discussed the matter with the Monitoring Officer, proposed that in the light of possible conflict of interest on behalf of all members, the matter should be dealt with by the District Council. Other members considered that there would be sufficient Town Councillors available to hold the initial hearing and that any subsequent appeal could be heard by the District Council.

Proposal That the Disciplinary Hearing and any subsequent Appeal should be held by the South Shropshire District Council – Prop Cllr Newbold; Sec Cllr Pound; Votes For 4 Against 4 – Chairman's casting vote Against. The proposal was not carried.

Proposal That the Town Council convene a Disciplinary Hearing with a panel of 5 members, any subsequent Appeal to be held by South Shropshire District Council – Prop Cllr Kidd; Sec Cllr Wilcox; Votes For 4 Against 4 – Chairman's casting vote For. The proposal was carried.

Resolved That

- a. The Committee approve the setting up of an appropriate panel of 5 Councillors to hold a Disciplinary Hearing into matters relating to the collection of money in respect of advertising and entries in the Calendar of Events. That the Town Clerk notify the Investigating Officer of the availability of members to form the panel in order that the Hearing could be organised by an officer of the District Council.
- b. Any subsequent Appeal against a decision made by the Panel be heard by members of the South Shropshire District Council.

The meeting closed at 8.32 pm

Chairman

Date