



POLICY & FINANCE COMMITTEE

Minutes of the Policy & Finance Committee meeting held at The Bishop Mascall Centre, Lower Galdeford, Ludlow, on Monday 23rd February 2009 at 7.00 pm.

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

IN ATTENDANCE: Councillor Taylor-Smith

OFFICER PRESENT: Hannah Coleman, Assistant Clerk

PF180/08 APOLOGIES – Apologies for absence were received from Councillors Glaze and Smithers.

PF181/08 DECLARATIONS OF INTEREST – There were no declarations of interest made.

PF182/08 PUBLIC OPEN SESSION – There was 1 member of the press present.

PF183/08 MINUTES – It was **RESOLVED** that the minutes of the meeting held on Monday 19th January 2009 be agreed and signed as a correct record.

PF184/08 ACCOUNTS SUB-COMMITTEE – The minutes of the meeting held on Wednesday 19th January 2009 were **RECEIVED**.

PF185/08 POLICY

a) **SCC Resources** – It was **NOTED** that Neil Stuart, SCC, was continuing to assist with the financial aspects of the Council, especially with regard to assets and depreciation, time cost analysis and project viability.

PF186/08 FINANCE

a) **Financial Report** – The Chairman presented the Financial Budget Comparison report.

It was **RESOLVED** to seek advice from Neil Stuart on how detailed the end of year should be regarding current year stock and accruals.

b) **PWLB** – It was **NOTED** that a detailed report would be presented to Committee for consideration in March. It was **AGREED** to include details of all capital and ear-marked reserves held by the Town Council in the report.

PF187/08 MARKET ENHANCEMENT SCHEME – There was no update available. It was **RESOLVED** to approach Sam Hine, Shropshire Council, to ask how information could be obtained from AWM.



PF188/08 CIVIC

- a) **Proposed New Town Band** – It was **RESOLVED** to:
- (i) Actively support the creation of the new Band for Ludlow
 - (ii) Approve that the Remembrance Sunday Working Group should be the Town Council link with the Band and that officer time could be made available if required
 - (iii) Appoint Councillor Pope, if agreed by her, onto the Band Committee. Councillor Hunt offered to stand if required
- b) **Buckingham Palace Garden Parties** – It was **RESOLVED** to nominate the Mayor to attend the Garden Party on Tuesday 21st July 2009.

PF189/08 CODE OF CONDUCT – It was **RESOLVED** to accept the offer of the Monitoring Officer to present further training through the use of a DVD issued by the Standards Board for England on predetermination and bullying.

PF190/08 ANNUAL TOWN MEETING – It was **RESOLVED** that the next Annual Town Meeting would take place in the third or fourth week of May.

PF191/08 ITEMS OUTSTANDING – The following items were **NOTED** as on-going:

- a) **Complaints Policy** – It was **NOTED** that Veronica Calderbank, SSDC, was in the process of drawing up a complaints procedure
- b) **New Market Solutions** – It was **RESOLVED** to call a Special Council meeting in the next two weeks to consider the Final Draft Business Plan
- c) **Buttercross Telephone System** – It was **AGREED** that Councillor Kidd would assist with analysing information and quotes received.

PF192/08 ITEMS TO NOTE

- a) **South Shropshire Unitary Matters** – It was **NOTED** that the Licensing Committee Structures & Operation and Public Protection Enforcement Policy Briefing Note 3 had been received.
- b) **NALC** – It was **NOTED** that the Parish Councils (Power to Promote Wellbeing) (Prescribed Conditions) Order 2008 Legal Briefing L01-09 had been received.
- c) **Shropshire Council** – The New Electoral Arrangements newsletter was **NOTED**.
- d) **Southern Shropshire Partnership Forum** – It was **RESOLVED** that Councillors Aitken and Kidd would attend the first meeting on Wednesday 8th April 2009 at Craven Arms Community Centre from 6.30pm.



PF193/08 REPORTS FROM WORKING GROUPS

- a) **Website & Newsletter** – The minutes of the meeting held on 21st January 2009 were **NOTED** and the next meeting was scheduled for 15th April 2009.
- b) **Remembrance Sunday** – The minutes of the meeting held on 28th January 2009 were **NOTED** and the next meeting was scheduled to take place on 25th March 2009.

PF194/08 REPORTS FROM OUTSIDE ORGANISATIONS

- a) **Ludlow Joint Committee** – Councillor Kidd reported that this was still a pilot and would become more active when Shropshire Council was formed.
- b) **Ludlow Marches Partnership** – There was nothing to report.
- c) **South Shropshire Area Committee** – There was nothing to report.
- d) **Six Market Towns** – The report on the meeting of 22nd January 2009 was **NOTED**.

PF195/08 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

