

## POLICY & FINANCE COMMITTEE

12<sup>th</sup> May 2009

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 18<sup>th</sup> May 2009 at 8.00pm.**

---

**TO: MEMBERS OF POLICY & FINANCE COMMITTEE:** Councillors Aitken, Davies, Glaze, Kidd, Mitchell, Newbold, Pope, Pound, Taylor-Smith and Wilcox

### AGENDA

1. **ELECTION OF CHAIRMAN** – To elect a Chairman for 2009/10.
2. **ELECTION OF VICE-CHAIRMAN** – To elect a Vice-Chairman for 2009/10.
3. **APOLOGIES** – To receive any apologies for absence
4. **PREJUDICIAL AND PERSONAL INTERESTS** – To receive any specific declarations of interest
5. **PUBLIC OPEN SESSION (15 minutes)** – Members of the public are invited to make representations on any matter relating to the work of the Committee
6. **MINUTES** – To approve the minutes of the meeting held on Monday 20<sup>th</sup> April 2009 (pg 5)
7. **ACCOUNTS SUB-COMMITTEE**
  - a) **Minutes** – To receive the minutes of the meeting held on Monday 21<sup>st</sup> April 2009 (pg 9)
  - b) **Members** – To appoint 5 Members to sit on the Accounts Sub-Committee
8. **STAFFING & APPEALS SUB-COMMITTEE** – To appoint 5 Members to sit on the Staffing & Appeals Sub-Committee.
9. **YEAR END RETURN** – To note that the Year End is nearing completion and work on the Audit for 2008/9 has been commenced. Draft accounts will be presented at the Annual Town Meeting.
10. **STALL REPLACEMENT SCHEME**
  - a) **Stall Replacement** – An initial draft specification from Chris New, New Markets Solutions, will be tabled

- b) **Funding** – To note that AWM have agreed to work with and support potential grant applications, however current funds are committed elsewhere. Potentially there may be funds available in the autumn
- 11. **SLOW FOOD GRANT** – To consider the outcome of the meeting held on 25<sup>th</sup> April 2009.
- 12. **BUTTERCROSS TELEPHONE SYSTEM** – To consider the options to be tabled at the meeting.
- 13. **PARKING OF MOBILE TRADING VANS ON MARKET** – To consider concerns raised by Traders on the Market.
- 14. **ITEMS OUTSTANDING** – To note the following items are on-going:
  - a) **Entertainments & Post Office Squares** – Continue to form a Policy to take legal and management control of Castle Square
  - b) **Quality Council Status** – Clarify the current requirements
  - c) **Delegation/Devolution of Services to Parish and Town Councils** – Meeting to be arranged with Shropshire Council
- 15. **ITEMS TO NOTE**
  - a) **Armed Forces Day** – Please see the attached letter received from Vice Admiral P J Wilkinson, Deputy Chief of the Defence Staff (pg 10)
  - b) **Whitcliffe & Gallows Bank Ward Vacancies** – To note that both vacancies have been filled by a non-contested election. The new Councillors will commence their role shortly.
- 16. **REPORTS FROM WORKING GROUPS** – To receive any reports from the following Working Groups:
  - a) **Website & Newsletter** – To appoint Members to the working group
  - b) **Remembrance Sunday**
    - (i) **Next Meeting** – The next meeting was scheduled for 27<sup>th</sup> May, but has been postponed to a date to be arranged
    - (ii) **Members** – To appoint Members to the working group
- 17. **REPORTS FROM OUTSIDE ORGANISATIONS** – To receive reports from any of the following organisations:

- a) **Ludlow Joint Committee** Councillor Kidd
- b) **South Shropshire Area Committee** Councillor Callender
- c) **Six Market Towns** Councillor Smithers

- 18. EXCLUSION OF PRESS AND PUBLIC: PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960** – The Chairman will move that the public be excluded from the meeting for the following item(s) of business pursuant to section 1 of the Public Bodies (Admission to Meetings) Act 1960, on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

#### **CONFIDENTIAL ITEMS**

- 19. MINUTES** – To approve the confidential minutes of the meeting held on Monday 20<sup>th</sup> April 2009 (Pg 13)
- 20. CALENDAR OF EVENTS** – To consider the attached report (pg 15)
- 21. COMPLAINTS LOG** – The Town Clerk will report at the meeting.
- 22. WEBSITE & NEWSLETTER WORKING GROUP** – Please see the attached report (pg 17)

---

Town Clerk