



LUDLOW TOWN COUNCIL A G E N D A

To: All Members of the Council, Town Clerk, Assistant Town Clerk, Market Manager,
Press

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Despatch date: 1st September 2009

SERVICES COMMITTEE

You are invited to attend a meeting of the Services Committee to be held
at The Ludlow Conference Centre, Lower Galdeford, Ludlow
on Monday 7th September 2009 at 7.00pm

Veronica Calderbank
Town Clerk

Key Agenda Items:

- CHAIRMAN'S AGENDA ITEMS
- RECOMMENDATIONS FROM REPRESENTATIONAL COMMITTEE
- MARKET MATTERS
- AMENITY AREA MATTERS
- CEMETERY MATTERS

The public may speak at this meeting

In Public Open Session (15 minutes) – Members of the public are invited to make representations to the Council on any matters relating to the work of the Council or to raise any issues of concern.

1. **Apologies**
2. **Declarations of Interests** – Members are requested to declare any personal and prejudicial interests they may have in matters to be considered at this meeting in accordance with the terms of the Local Authorities [Model Code of Conduct] [England] Order 2007 issued under Section 51 of the Local Government Act 2000
 - a) Declarations of personal interest
 - b) Declarations of prejudicial interest
3. **Public Open Session (15 minutes)** – Members of the public are invited to make representations to the Council on any matters relating to the work of the Council or to raise any issues of concern.
4. **Minutes** – To approve as a correct record and sign the minutes of the SERVICES COMMITTEE meeting held on MONDAY 13TH JULY 2009.

ITEM	ATTACHMENT
5. ITEMS TO ACTION UPDATE REPORT FROM JULY 2009	5
6. CHAIRMAN'S AGENDA ITEMS	
a) Rent Reviews <ul style="list-style-type: none"> • Discuss 'going out to tender' for all users/hirers in Castle Square, excluding those managed by the Town Council • Review the rents of all external markets 	No papers
b) Food & Drink Festival <ul style="list-style-type: none"> • Stalls or other Structures in Castle Gardens • Risk assessments 	No papers
c) Garden of Rest Discuss and propose potential improvements to the trees and paths	No papers
7. RECOMMENDATIONS FROM REPRESENTATIONAL COMMITTEE Clematis Montana at Silverlake, Henley Road <ul style="list-style-type: none"> • Removal of the tree should be above the ground so that the roots of the Clematis are not disturbed • Expert guidance, perhaps from Burford House (national clematis collection) should be sought to assist the DLF • Allow the Clematis to flower before any work is carried out 	7

8.	MARKETS SUB-COMMITTEE	8
	Receive the minutes of the meeting held on Monday 10 th August 2009 and update on 2 nd September meeting with traders	
9.	MARKETS & VANS	
a)	Mobile Trading Units Report back as requested on the parking and electricity use on the Entertainments and Post Office Squares when Market Square not available	No papers
b)	European Market Note that the visiting market is coming to Ludlow on Thursday 1 st to Saturday 3 rd October 2009	No papers
c)	Christmas Trees Consider whether two trees should be erected this year, one on Market Square and one on the Entertainment Square organised by Rotary as a tree of light or if this could be located in Castle Gardens.	No papers
10.	AMENITY AREAS	
a)	Bench-Marking The Town Clerk will report on the most recent position, to be referred to Policy and Finance committee.	No papers
b)	Linney	No papers
c)	Cleaning of Signs Note that the Welcome to Ludlow signs have been cleaned	No papers
11.	CEMETERY	
a)	Receive updates on the Chapel door costs and toilet access works	No papers
b)	Memorial Tree Mr Leech would like to plant a memorial tree (flowering cherry tree or similar) as marked on the plan	11b
c)	Removal of memorial Monkey Puzzle tree and effect on bereaved mother	No papers
12.	LUDLOW IN BLOOM	
a)	Minutes Note the minutes of the Committee meeting held on 12 th August 2009	12a

b) Winter bedding		
<ul style="list-style-type: none">• Consider replacing permanent planting in the beds in Old Street and St John's Gardens once the summer bedding is removed• Consider replacing the narcissi bulbs which were removed from Old Street and St John's Gardens• Consider winter bedding in Old Street and St John's Gardens		12b
13. EXCLUSION OF PRESS AND PUBLIC: PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960		No papers
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.		
14. CEMETERY		No papers
Plot i		
Discuss the division of the section		

M e m b e r s h i p

List of Members on the Services Committee

Councillors Pound (Chairman); Newbold (Vice-Chairman); Callender; Davies; Glaze; Hunt; Pope; Smithers; Taylor-Smith

Notes

The next Services Committee meeting will be held on Monday 19th October 2009