



LUDLOW TOWN COUNCIL

A G E N D A

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

Contact: Veronica Calderbank

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Despatch date: 20th October 2009

POLICY & FINANCE COMMITTEE

You are invited to attend a meeting of the Policy & Finance Committee to be held at the Ludlow Conference Centre, Lower Galdeford, Ludlow on Monday 26th October 2009 at 7.00pm

Veronica Calderbank
Town Clerk

Key Agenda Items:

- PUBLICATION SCHEME
- UPDATE ON BIDS
- IDENTIFIED PROJECTS AND PRIORITIES
- DEBT RECOVERY POLICY
- HEALTH & SAFETY MANAGEMENT SYSTEMS
- ELECTRICITY USAGE
- SOFTWARE

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 POLICY & FINANCE COMMITTEE meeting held on MONDAY 14TH SEPTEMBER 2009.

ITEM	ATTACHMENT
5. ACCOUNTS SUB-COMMITTEE Receive the minutes of the meeting held on 18 th September 2009 and the list of cheques issued	5
6. LUDLOW TOWN DEVELOPMENT SUB-COMMITTEE	
a) Receive the minutes of the meeting held on 26 th August 2009	6a
b) Receive the minutes of the meeting held on 17 th September 2009	6b
7. RECOMMENDATIONS FROM SERVICES COMMITTEE	
a) Tipper Truck	
8. STALL REPLACEMENT MARKET REFURBISHMENT SCHEME The order is on target and a site visit with the supplier has been arranged	No Papers
9. MAY FAIR	No papers
a) To receive an update on the meeting with Mr Wynn on 21 st October 2009	
b) A Sub-committee meeting has been called for 2 nd November 2009 at 7.00pm in the Ludlow Conference Centre	
10. FINANCIAL STATEMENTS	
a) Financial reports	10a
b) Consider the Capital Budget	10b



11. UPDATE ON BIDS

- a) **Spaces for Sports** – Wheeler Road
- b) **English Heritage** – The Buttercross
- c) **Heritage Lottery Fund** – Castle Gardens

12. REPORTS FROM WORKING GROUPS

- a) Receive the minutes of the Ludlow Communications meeting held on 7th October 2009 **14a**
- b) Receive the Civic Events minutes of the meeting held on 16th September 2009 **14b**

13. REPORTS FROM OUTSIDE ORGANISATIONS

- a) Local Joint Committee – Councillor Aitken
- b) South Shropshire Area Committee – Councillor Callender
- c) Six Market Towns – Councillor Smithers

14. 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.

15. STAFFING

No papers

- a) Approve the appointment of the new receptionist/PA/secretary following the interviews held on 21st November 2009 as recommended by the Panel
- b) Note that Alison Campbell spent a day at the Buttercross to assist in the reviewing and creation of Job Descriptions for members of staff

16. ASSET MANAGEMENT AND DEPRECIATION

17. CONTRACTS

- a) Streetlight and other repairs
- b) Commercial Waste Collection



M e m b e r s h i p

List of Members of the Policy & Finance Committee

Councillors Taylor-Smith (Chairman); Pope (Vice-Chairman); Aitken; Davies; Glaze;
McCormack; Mitchell; Newbold; Pound; Wilcox

Notes

**The next Policy & Finance Committee meeting will be held on
Monday 26th October 2009**