



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: 12th January 2010

POLICY & FINANCE COMMITTEE

You are invited to attend a meeting of the Policy & Finance Committee to be held in the **Conference Room, Stable Block, Stone House**, Ludlow on Monday 18th January 2010 at 7.00pm

Veronica Calderbank
Town Clerk

Key Agenda Items:

Software Migration
Buttercross Contract
Draft Budget

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 30TH NOVEMBER 2009.**

ITEM	ATTACHMENT
5. ACCOUNTS SUB-COMMITTEE Receive the minutes of the meeting held on 16 th December 2009	5
6. LUDLOW TOWN DEVELOPMENT WORKING GROUP	
a) To receive an update on the present situation	6a
b) Presentation to Policy & Finance Committee 30 th November 2009	6b
c) Latest position on relative responsibilities	6c
7. EVENTS SAFETY ADVISORY GROUP – MAYFAIR	
a) Receive the minutes of the meeting held on 15 th December 2009	7a
b) To note that a May Fair Safety Advisory Group meeting has been arranged for the 20 th January 2010 at the Stable Block, Stone House which will consider calling a further Mayfair Sub-Committee Meeting	No Papers
8. COMMUNICATIONS WORKING GROUP	
a) To receive the minutes from the meeting of 6 th January 2010	8a
b) To receive the recommendations of the Working Group to the Policy and Finance Committee	8b
9. SOFTWARE MIGRATION Oral report on the present position	No papers

10.	BUTTERCROSS WORKS PHASE II	No papers
	<p>To form a Buttercross Phase II Tender Evaluation Working Group to meet on Friday 5th February 2010 at a time to be arranged to consider the tenders and make recommendations to Council on Monday 8th February 2010. The tenders will be opened on Friday 29th January 2010.</p> <p>The Services Committee Meeting held on 11th January 2010 recommended that Councillors Hunt, Newbold and Pound should sit on the panel.</p>	
11.	REPORTS FROM OUTSIDE ORGANISATIONS	No papers
	<p>a) Local Joint Committee – Councillor Aitken</p> <p>b) South Shropshire Area Committee – Councillor Callender</p> <p>c) Six Market Towns – Councillor Smithers</p> <p>d) Cittaslow – Councillor Davies and to consider</p> <p style="padding-left: 20px;">(i) request for funding £1500 from Cittaslow</p> <p style="padding-left: 20px;">(ii) LTC request for grant funding for Christmas Lights</p>	
12.	STANDING ORDERS WORKING GROUP	No papers
	<p>To arrange a date for the next meeting</p>	
13.	EXCLUSION OF PRESS AND PUBLIC: PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960	
	<p>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.</p>	
14.	CONFIDENTIAL MINUTES FROM POLICY & FINANCE COMMITTEE 30TH NOVEMBER 2009	14
	<p>To approve as a correct record and sign the confidential minutes of the Policy & Finance Committee meeting held on Monday 30th November 2009</p>	
15.	STAFFING	To be tabled
	<p>Oral Report on job evaluation issues and to consider a request for an alteration in staff hours</p>	
16.	DRAFT BUDGET PROPOSALS 2010/2011	16
	<p>Discussion regarding the Mayor's Allowance</p>	
17.	THE BUTTERCROSS & STABLE BLOCK	17
	<p>Email from Shropshire Council regarding Heads of Terms</p>	



18. DISPOSAL OF MARKET STALLS

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To consider the various options

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 1st March 2010**