



MINUTES

Minutes of a meeting of the **ANNUAL TOWN MEETING** held in the Ludlow Assembly Rooms, Ludlow on **WEDNESDAY 19th MAY 2010** at **7.00PM**

ATM/01 PRESENT

Chairman:	Councillor Taylor-Smith, Town Mayor
Vice-Chairman:	Councillor Davies, Deputy Mayor
Councillors:	Councillors Aitken; Callender; Jackson; McCormack; Newbold; Parry; Smithers; Wilcox
Officers:	Veronica Calderbank, Town Clerk; Lucy Morgan, PA; Gina Wilding; Communications and Cemetery Officer; Chris Bayliss, Markets and Special Projects Officer
Public:	12

ATM/02 WELCOME BY THE MAYOR

The Mayor welcomed everyone to the meeting and explained the order of business.

ATM/03 APOLOGIES

Apologies were received from the Councillors Glaze, Hunt, Mitchell, Pope and Pound

ATM/04 DECLARATIONS OF INTEREST

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 Members declared interests as follows:

Personal Interests

<u>Member</u>	<u>Item</u>
V. Parry	Ludlow in Bloom
M. Taylor-Smith	Unitary Councillor
J. Smithers	Ludlow in Bloom

Prejudicial Interests

There were no prejudicial interests declared.

ATM/05 VOTING

The Mayor advised the Meeting that if a vote is called, only Electors of the Town may vote. He added that any decision taken at this meeting is only advisory and will be referred to Council for consideration and to make a final decision.

ATM/06 MINUTES**RESOLVED (7:0:2)**

That the minutes of the Council meeting held on 29th May 2009, subject to amendments, be approved as a correct record and signed by the Chairman.

ATM/07 NOTICE OF MATTERS ARISING FROM THE MINUTES

Councillor Parry queried the progress of dog fouling reports from residents, the Mayor stated that residents had been reporting to Shropshire Council and that Unitary Councillor Rosanna Taylor-Smith and Streetscene Officer Kate Adams could provide more details.

ATM/08 POWERPOINT PRESENTATION ON THE WORK OF THE TOWN COUNCIL

The Mayor made a Powerpoint presentation to the meeting, he commented that last year had been a difficult year for the Council with complaints, loss of the Town Clerk and problems with the accounts. He went on to say that he was now pleased to report that the situation of the Council had greatly improved.

The Mayor informed the meeting that his mayoral year had started on a sad note with the loss of two of his mentors, former mayors David Lloyd and Graeme Kidd. But that it had greatly improve with such highlights as his daughters wedding and the Tea Dance.

Governance and Performance

The Mayor stated that this year the Council has received a limited/reasonable number of complaints and he thanked Councillors for their hard work and professionalism that had improved this situation.

Mayfair

The running of the Mayfair has improved through the setting up of the Safety Advisory Group, a blueprint which is now being rolled out across the country, ensuring as little inconvenience to residents as possible without effecting the fun of the event.

The Council had previously been hindered by the lack of a filing system, a fit for purpose system is now in place aiding the daily administration of the Council.

The Mayor passed on his thanks to the Town Clerk and informed the meeting that her professionalism shone through motivating staff and Councillors and that she was well on the way the achieving Cilca and the Council receiving Quality Status.

The Mayor introduced Council Staff to the meeting and thanked them for their hard work. He also passed on his gratitude to Shropshire Council for their assistance in providing the Town Council with accommodation and the loan of staff.

The Mayor informed the meeting of the progress of the Town Council's project at the Market Square, Buttercross and the Linney.

The Buttercross

Q What is to happen to the Buttercross>

The Mayor informed the meeting that there were currently no set plans for the future of the Buttercross but that it was not appropriate for use by the Town Council as offices. He added that the Town Council were open to any suggestions for its future use.

Q Without disabled access what use could be made of the Buttercross?

The Town Clerk stated that in order to make the Buttercross DDA compliant a lift would need to be installed. English Heritage would be unlikely to allow this lift to go through the market area and installing it within the Buttercross shop would mean losing the rental income. But these measures would only be necessary if the Buttercross was to remain a public building. If it became a private residence or business a lift would not need to be installed.

Q Phase III Buttercross Works

The Town Clerk informed the meeting that an application was to be made to English Heritage for 100% funding for the phase III works to the inside of the Buttercross to repair the ceiling.

Q Can the Council sell the Buttercross

The Buttercross is an asset belonging to the Town and the Council has already received 5 expressions of interest to rent the property ranging from residential use to a restaurant or offices on a long lease.

The Linney

Q If the design of the new Linney play area will protect it from flooding where will the flood waters go.

The new project will not prevent the Linney from flooding but rather reduce the speed of the flow to help prevent damage to the new equipment and to hopefully reduce further erosion. The Linney as a flood plain will still hold the same volume of water but the new works will calm the flow and help prevent damage caused by debris. The development had been agreed on in cooperation with the Environment Agency.

The Town Clerk added that the income from the Linney Car Park meter was ring fenced to the upkeep of the car park and playing field and that there was a possibility of extending the car park.

Castle Gardens

The Mayor explained that the planned works to Castle Gardens would replace the retaining wall, generally tidy up the area, reinstate the walks around the castle, thin the trees, provide a proper carriage for the cannon and repair the fountain. These works would be done in cooperation with Powys Estates, Shropshire Council and the Tree Officer.

Town Plan

The Mayor informed the meeting that the Town Plan set the Town's priorities. A Sub-Committee had been formed and stakeholders and residents had been consulted.

Q Will the Ludlow Town Plan tie in the Shropshire Council's Local Development Framework?

Councillor McCormack stated that the Ludlow Town Plan needed to be in line with Shropshire Council's Local Development Framework and also the surrounding Village Plans.

Robes

The Mayor pointed out to the meeting the old and new Mayor's robes that were on display in the room. He stated that he had not taken any Mayor's allowance this year and that he had put it towards the purchase of new robes for all Members, improving Wheeler Road Playing Field and the Youth Festival.

The Mayor added that he saw his role was to represent the town and that the old robes had been an embarrassment whereas the new robes now looked the part.

Q How much is the Mayor's Allowance?

£3,280.00

Services Committee

Councillor Parry, the new Chair of Services Committee gave a presentation on the work of the Committee on behalf of Councillor Pound who was not present at the meeting.

Councillor Parry explained the remit of the Committee to the meeting and that it covered the works on the Market, Allotments, Play Areas, Castle Gardens and the Cemetery. Councillor Parry thanked the Direct Labour Force for all their hard work and commented that the cemetery looked beautiful.

She informed the meeting of the ongoing and future projects at the cemetery chapel and toilets, cemetery paths and extension, and Housman Crescent play area.

The Market

The Markets and Special Projects Officer informed the meeting that there was to be no rent increase and that the market was performing better than previous years.

- Q** **Currently the Market is only half occupied, what is the Council doing to promote the market and encourage traders and could this be because rents are too high?**

Unfortunately due to a bad winter numbers have been low especially on a Monday but numbers have now improved by 20%. The Council is offering a discount for new traders and this has been widely advertised within the trade. Also a new market website has been set up. Unfortunately this will be a slow process and any ideas are welcome.

- Q** **What is the Council doing about college students hanging around the market, sitting on empty stalls and dropping litter?**

The Council has spoken to the College and the Police about this matter but it is a very difficult issue to enforce, but the Market Sub-Committee did provide a point of contact for the traders to pass on their comments.

The Town Clerk stated that the Council was working on including the young people of Ludlow in project in the town to encourage them to take pride in and value their surroundings. Councillor Davies stated that it was not always students and that it was difficult to enforce as the College had no authority over student off campus.

- Q** **Will there be problems with the removal of the market for Remembrance Sunday?**

The Town Clerk informed the meeting that the Council was working with the Royal British Legion and Royal Naval Association to ensure that there was enough space provided by the road closure so that the market did not need to be removed and would provide shelter in the case of bad weather. She added that Remembrance Sunday would be a combined effort by the Council, Church, Police and Royal Naval Association using civic protocols to ensure a safe and successful event. She added that she had received more complaints last year from members of the public for removing the market as it rained and there was no where for the public to shelter.

Communications

- Q** **How is the Buttercross Bulletin delivered as some residents have never received a copy?**

The Buttercross Bulletin has previously been distributed with the AdMag but this has not provided the desired coverage. Future Bulletins are now to be delivered with the Ludlow Journal which should greatly improve coverage.

Q How will the Town Council contact residents without a computer?

The purpose of the Buttercross Bulletin is to contact local residents without the internet and the Council is continually looking for ways to expand coverage. All ideas are welcome.

Representational Committee

Councillor Wilcox explained to the meeting the purpose and the workings of the Representational Committee adding that the Town Council was a statutory consultee for planning applications and though they were not a decision making body they were able to pass on the Town's views to be taken into consideration by Shropshire Council.

Councillor Wilcox further stated that the Committee were expanding their knowledge by bringing in consultants and seeking expert advice from Shropshire Council officers such as the Conservation Officer.

Policy & Finance Committee

The Mayor informed the Committee that the Council was in the process of finalising the accounts and that the figures were looking healthy, using reserves to pay for the projects. This is why the Council is able to have a 0% precept this year.

Q Does the Town Council account for depreciation?

Yes, though in local government for Parish and Town Councils it is called a 'sink fund'.

Q Do staff costs include all staff, i.e. DLF, Markets & Special Projects Manager?

The Mayor stated that the Markets and Special Projects Officers salary was split between the market and projects budget.

Mayoress Rosanna Taylor-Smith passed on her thanks to the Town Council for the honour and privilege of representing the Town as Mayoress and wished the new Mayor the best of luck for their Mayoral year.

The Mayor reminded the meeting of the Mayor Making Ceremony on 26th May 2010 and thanked staff and councillors for the ongoing work towards the ceremony.

Q Is there to be a rent review at the Magistrates Court?

The Town Clerk explained to the meeting that there had been no rent review between 1969 and 1990, when a new lease was completed increasing the rent

from £200.00 to £13,000.00, since then there have been no rent reviews. The Council is currently awaiting the VOA valuation and are currently in negotiations with the court.

Q What is the Town Council doing about motorcyclists on the Square?

The Mayor stated that the town needed to achieve a balance with regard to parking fines. The Town Clerk added that the Council could explore the provision of refreshments at the Eco Park and increasing planter, benches etc. on the square.

Q When will the Welcome to Ludlow sign be replaced?

Due to planning complications the Council are waiting until a new sign is available before removing the old sign and had set up a signage group to rationalise all signage.

Q Goldfish as prizes at the Mayfair?

Councillor Aitken stated that this would be reviewed at the Mayfair Safety Advisory Group follow up meeting and that following comments from residents the Council was not comfortable with this practice and would raise the matter with Mr and Mrs Wynn.

The Town Clerk asked the meeting for their thoughts on the new low energy Christmas lights. Members of the public replied that they had not noticed any difference but were glad to know that the Council was becoming more energy efficient.

The meeting closed at 8.50pm.

Town Mayor

Date

N.B. No Confidential Minutes will be issued.