



LUDLOW TOWN COUNCIL A G E N D A

To: All Members of the Council, Unitary Councillors, Press
Contact: Veronica Calderbank
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Despatch date: 8th November 2011

POLICY & FINANCE COMMITTEE

You are summoned to attend a meeting of the Policy & Finance Committee to be held in the **Stable Block Meeting Room, Stone House**, Ludlow on Monday 14th November 2011 at 7.00pm

Veronica Calderbank
Town Clerk

Key Agenda Items:

- **Policies for recommendation for adoption – Press Protocol**
- **Queen's Diamond Jubilee Update**
- **Payments & Income**

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. **Response to Questions Raised by the Public at the Previous Meeting** – Oral report from the Town Clerk.
5. **Minutes** – To approve as a correct record and sign the minutes of the **POLICY & FINANCE COMMITTEE** meeting held on **MONDAY 17th OCTOBER 2011**.

	ITEM	ATTACHMENT
6.	ACCOUNTS COMMITTEE Approve the minutes of the final Accounts Committee held on 5 th October 2011	6
7.	RECOMMENDATIONS FROM SERVICES COMMITTEE To consider the recommendations from the Services Committee meeting held on the 7 th November 2011	7
8.	POLICIES To consider and recommend for adoption the:-	
a)	Internet Use Policy and Procedure	8a
b)	Memorial Safety Policy	8b
c)	Press Protocol	8c
9.	QUEEN'S DIAMOND JUBILEE To receive the minutes from the Queen's Diamond Jubilee Committee	9
10.	SHROPSHIRE PLAYING FIELDS ASSOCIATION To consider a request for membership	10
11.	FINANCIAL INFORMATION	
a)	Payments	11a
b)	Income	11b



<p>12. BANK MANDATE</p> <p>To sign the mandate form to authorise all Members of the Policy & Finance Committee to become Council signatories</p>	<p>No papers</p>
<p>13. EXCLUSION OF PRESS AND PUBLIC: PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960</p> <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>	<p>No papers</p>
<p>14. CONFIDENTIAL MINUTES</p> <p>a) Approve as a correct record and sign the confidential minutes of the Policy & Finance Committee meeting held on Monday 17th October 2011</p> <p>b) To receive the confidential minutes of the Staffing & Appeals Sub-Committee meeting held on Monday 31st October 2011</p> <p>c) For information the Budget Working Group met on 31st October 2011 and a date for the next meeting needs to be fixed</p>	<p>14a</p> <p>14b</p> <p>No papers</p>
<p>M e m b e r s h i p</p> <p>List of Members of the Policy & Finance Committee</p> <p>Councillors McCormack (Chair); Smithers (Vice-Chair); Aitken; Leyton-Purrier; Newbold; Parry; Pound; Wilcox</p>	
<p>Notes</p> <p>The next Policy & Finance Committee meeting will be held on Monday 23rd January 2011</p>	