

LUDLOW TOWN COUNCIL A G E N D A

To: All Members of the Council, Unitary Councillors, Press

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Despatch date: 29th January 2013

COUNCIL

You are summoned to attend a meeting of Ludlow Town Council to be held at
The Guildhall, Mill Street, Ludlow, on
Monday 4th February 2013 at 7.00pm

Gina Wilding
Town Clerk

Key Agenda Items:

- **Grant Funding**
- **Market Trader Parking**
- **Budget & Precept 2013/14**

The public may speak at this meeting

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. **Health and Safety** – Councillors and members of the public are to note that the fire exits can be found to the rear of the building, left outside the Council Chamber and via the front door. The fire assembly point is on the pavement opposite the Guildhall. For fire safety purposes all Councillors should sign the attendance book and members of the public should sign the attendance sheet.
2. **Apologies**
3. **Declarations of Interests**
 - a) Disclosable Pecuniary Interest
 - b) Declaration of conflicts of Interest
 - c) Declarations of personal interest
4. **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.
5. **Response to Questions Raised by the Public at the Previous Meeting** – Oral report from the Town Clerk as required.
6. **Ludlow's Unitary Councillors Question and Answer Session** – Ludlow's Unitary Councillors are invited to address any questions to the Committee.
7. **Minutes** – To approve as a correct record and sign the minutes of the **COUNCIL MEETINGS** held on:-
 - a) **19th November 2012** (Open and Closed Session)
 - b) **9th January 2013** (Open Session)

| | Attachment | Page No |
|--|-------------------|----------------|
| 8. SERVICES COMMITTEE | | |
| To receive the draft minutes of the meeting held on the 14 th January 2013:- | | |
| a) Open Session | 8a | 25 |
| b) Closed Session | 8b | 33 |
| 9. REPRESENTATIONAL COMMITTEE | | |
| To receive the minutes of the meetings held on the:- | | |
| a) 21 st November 2012 | 9a | 35 |
| b) 19 th December 2012 | 9b | 43 |
| c) 16 th January 2013 (Draft) | 9c | 49 |
| d) Consider the recommendations from the Representational Committee meeting held on the 19 th December 2012 | 9d | 53 |
| 10. POLICY & FINANCE COMMITTEE | | |
| To receive the draft minutes of the meeting held on the 21 st January 2013:- | | |
| a) Open Session | 10a | 55 |
| b) Closed Session | 10b | 61 |



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| c) | Consider the recommendations from the Policy and Finance Committee meeting held on the 21 st January 2013 | 10c | 63 |
| 11. | STAFFING AND APPEALS SUB-COMMITTEE | | |
| a) | To receive the closed session minutes of the meeting held on the 26 th November 2012 (No discussion) | 11a | 67 |
| b) | To receive the closed session minutes of the meeting held on the 10 th December 2012 (No discussion) | 11b | 71 |
| c) | To receive the closed session minutes of the meeting held on the 12 th December 2012 (No discussion) | 11c | 73 |
| d) | To receive the closed session minutes of the meeting held on the 20 th December 2012 (No discussion) | 11d | 77 |
| e) | To receive the draft closed session minutes of the meeting held on the 9 th January 2013 (No discussion) | 11e | 79 |
| 12. | COMMUNICATIONS WORKING GROUP | | |
| a) | To receive the draft minutes of the meeting held on the 23 rd January 2013 | 12a | 81 |
| b) | Consider the recommendations from the Communications Working Group meeting held on the 23 rd January 2013 | 12b | 87 |
| 13. | QUEEN'S DIAMOND JUBILEE | 13 | 91 |
| | Note the final accounts of the Queen's Diamond Jubilee Group | | |
| 14. | CORE BUDGET GRANT | 14 | 97 |
| | To consider a Core Budget Grant Application | | |
| 15. | MARKET TRADER PARKING | 15 | 111 |
| | To receive a report from the Town Clerk and comments on the proposed scheme from individual market traders, the Market Traders Federation and the Ludlow Town Centre Residents Association. | | |
| 16. | THE BUTTERCROSS | No papers | |
| | To receive an update from the Town Clerk on the Buttercross Heritage Interpretation Centre Project | | |
| 17. | 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. | | |
| 18. | POLICY & FINANCE COMMITTEE | 18 | 135 |
| | Consider the confidential recommendations from the Policy and | | |



Finance Committee meeting held on the 21st January 2013

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| 19. STAFFING MATTERS | 19 | 137 |
| Consider the report from the Town Clerk | | |
| 20. THE STABLE BLOCK, STONE HOUSE | 20 | 143 |
| To consider a report from the Town Clerk on the Service Charge, Lease and Deed of Release | | |
| 21. BUDGET & PRECEPT 2013/14 | 21 | 159 |
| To agree the Budget and Precept for 2013/14 | | |

M e m b e r s h i p

Councillors Pound (Town Mayor); Parry (Deputy Mayor); Aitken; Callender; Davies; Draper; Hunt; McCormack; Newbold; Perks; Phillips; Smithers; Toop; Wilcox

The next Council meeting will be held on the 18th March 2013