



LUDLOW TOWN COUNCIL A G E N D A

To: All Members of the Council, Unitary Councillors, Press
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Despatch date: 10th April 2013

POLICY & FINANCE COMMITTEE

You are summoned to attend a meeting of the Policy & Finance Committee to be held in the Guildhall, Mill Street, Ludlow on Monday 15th April 2013 at 7.00pm

Gina Wilding
Town Clerk

Key Agenda Items:

- **4th Quarter Accounts**
- **Boxing Club**
- **Co-Options**
- **Council Structure**
- **Review of Standing Order and Council Policies**

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. **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. **Ludlow's Unitary Councillors Question and Answer Session** – Ludlow's Unitary Councillors are invited to address any questions to the Committee.
6. **Minutes** – To approve as a correct record and sign all minutes of the **POLICY & FINANCE COMMITTEE** meeting held on **MONDAY 4th MARCH 2013**

ITEM	Attachment	Page No
7. 4th QUARTER ACCOUNTS		
a) 4 th Quarter Income and Expenditure report	7a	15
b) 4 th Quarter Exceptions Report	7b	25
8. FINANCE INFORMATION		
To receive:-		
a) Payments – February-March 2013	8a	29
b) Income – February-March 2013	8b	39
c) Receive Barclay Card Statements	8c	47
11. POLICIES	11	49
Children and Vulnerable Adults Protection Policy		
12. BOXING CLUB	No papers	
a) To receive an update from Colin Richards		
b) To consider a loan to enable seamless working to the completion of the Boxing Club project		
13. CO-OPTIONS	13	63
To consider information provided by SALC as the starting point for the Council's policy		



14. COUNCIL STRUCTURE AND PERFORMANCE MANAGEMENT	14	81
To review the Council report from 2008		
15. STANDING ORDERS AND COUNCIL POLICIES	15	87
To devise a framework for reviewing Standing Orders and policies		
16. LUDLOW FESTIVAL	16	123
To consider a request for permission for bunting from the Bull Ring to Castle Square with assistance from the DLF		
17. WIGLEY FIELD'S ALLOTMENTS LEASE	17	125
To consider the terms of the draft lease		
M e m b e r s h i p		
List of Members of the Policy & Finance Committee		
Councillors McCormack (Chair); Phillips (Vice-Chair); Aitken; Draper; Newbold; Parry; Perks; Pound; Smithers; Wilcox.		
Notes		
The date of the next Policy & Finance Committee to be advised		