



LUDLOW TOWN COUNCIL A G E N D A

To: All Members of the Council, Unitary Councillors, Press
Contact: Gina Wilding
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Despatch date: 25th February 2014

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 3rd March 2014 at 7.00pm

Gina Wilding
Town Clerk

Key Agenda Items:

- **Policies and Legislation**
- **Mayfair**
- **Youth Services**
- **Boxing Club**

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 the minutes of the **POLICY & FINANCE COMMITTEE** meeting held on **MONDAY 20th JANUARY 2014** (Open and Closed Session)

ITEM	Attachment	Page No
7. SERVICES COMMITTEE To consider the recommendations from the Services Committee meeting held on the 24 th February 2014	7	15
8. TWINNING WORKING GROUP		
a) To receive the minutes of the Twinning Working Group meeting held on the 29 th January 2014	8a	19
b) To receive the notes of the Twinning Working Group meeting held on the 29 th January 2014	8b	21
9. FINANCE INFORMATION To receive:-		
a) Payments – January 2014	9a	25
b) Income – January 2014	9b	29
c) Receive Barclay Card Statements	9c	33
10. POLICIES & LEGISLATION To consider and recommend policies for adoption:-		
a) Internet Use Policy (Readopt)	10a	35
b) Policy on Advertising (Readopt)	10b	39
c) Banner Policy (New)	10c	43



	To note legislation:-		
d)	Code of Recommended Practice on Local Authority Publicity	10d	47
e)	Audit and Accountability Act	10e	55
11.	SHROPSHIRE COUNCIL YOUTH SERVICES	11	57
	To consider and respond to the Shropshire Council consultation		
12.	INTERNAL AUDIT		
a)	To note the audit process	12a	87
b)	To note the date for year end with RBS	12b	89
c)	To appoint the internal auditor for 2013/14	12c	91
13.	CIVIC REGALIA	13	93
	To consider a request from St Laurence's Church to display the town silver and maces		
14.	AUTHORISED SIGNATORIES	14	97
	To note the advance advice from the SLCC on the forthcoming changes to the law		
15.	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		
16.	MAYFAIR 2015-19	16	105
	To consider the report from the Town Clerk		
17.	NEW BOXING CLUB BUILDING ACCOUNTS	17	139
	To note the report from the Town Clerk		



M e m b e r s h i p

List of Members of the Policy & Finance Committee

Councillors Draper (Chair); Holcombe (Vice Chairman); Copley; Ginger; Kemp; Mold;
Newbold; Parry; Perks; Sheward; Smithers

Notes

The next Policy & Finance Committee meeting will be held on 14th April 2014