



MINUTES

Minutes of a meeting of the **POLICY AND FINANCE COMMITTEE** held in the Guildhall, Mill Street, Ludlow on **MONDAY 14th APRIL 2014** at **7.00PM**

PF/118 PRESENT

Chairman: Councillor Draper

Councillors: Coble; Ginger; Holcombe; Parry; Sheward; Smithers; Gill (ex-officio)

Officers: Gina Wilding, Town Clerk
Lucy Jones, Finance Secretary

PF/119 HEALTH & SAFETY

The Chairman informed Councillors and members of the public of the fire exits, fire assembly point and asked that everyone sign the attendance log.

PF/120 APOLOGIES

Apologies for absence were received from Councillor Perks.

PF/121 DECLARATIONS OF INTEREST

Disclosable Pecuniary Interests
None declared.

Declaration of Conflicts of Interest
None declared.

Declarations of Personal Interest

<u>Member</u>	<u>Item</u>	<u>Reason</u>
V. Parry	Ludlow in Bloom	Chairman

PF/122 PUBLIC OPEN SESSION (15 minutes)

There were no members of the public or press present.

PF/123 UNITARY COUNCILLORS SESSION

Unitary Councillor Parry, Ludlow South, informed the Committee that she had reported the poor state of some of Shropshire Council play areas, inspections would be carried out shortly on their condition. Though she had been informed that one play area would be removed and grassed over.

PF/124 MINUTES

RESOLVED (Unanimous) PD/JS

That the minutes of the Policy and Finance Committee meeting held on 3rd March 2014, subject to a spelling correction at minute PF/106, be approved as a correct record and signed by the Chairman.

PF/125 FINANCIAL INFORMATION

a) Payments & Income – February and March 2014

RESOLVED (unanimous) PD/JS

That the Payments and Income Reports for February and March 2014 be noted.

PF/126 b) Barclaycard Statement – February and March 2014

RESOLVED (unanimous) PD/VP

That the Barclaycard Statements for February and March 2014 be noted.

PF/127 c) Bank Reconciliation – February and March 2014

RESOLVED (unanimous) PD/JS

That the Bank Reconciliation for February and March be noted.

PF/128 4th QUARTER ACCOUNTS

RESOLVED (unanimous) PD/JS

That the 4th Quarter Accounts and Exception Report be noted.

PF/129 POLICIES**a) Banner Policy**

Following a question from Councillor Parry, the Town Clerk stated that this policy only referred to across street banners in Corve Street and High Street.

Councillor Ginger stated that the fee should cover the full cost to the Council.

RECOMMENDED (6:0:1) GG/JS

That:-

- i) the Council continue to support Ludlow's festival and Ludlow College with a carefully managed schedule of banner and bunting change overs.
- ii) there a fee of £470 to put up and take down banners for other applicants.
- iii) banners put up free of charge by the Town Council must state "Supported by Ludlow Town Council" on the banner.
- iv) the Banner Policy be adopted as amended.

PF/130 b) Community Engagement Strategy**RECOMMENDED (unanimous) PD/GG**

That:-

- i) the word "Parish" be changed to "Town" throughout the Strategy.
- ii) the Community Engagement Strategy be adopted as amended.

PF/131 c) Memorial Bench Regulations

Councillor Ginger asked why memorial plaques are limited to only three per bench. He had seen benches where all possible space was used which looked attractive and also held a story of the town residents. He added that allowing multiple plaques would also reduce the cost to individuals.

RECOMMENDED (unanimous) PD/GG

That:-

- i) for benches with multiple plaques the number of plaques per bench is not limited to three.
- ii) a new costing is undertaken for multiple plaques.
- iii) the Memorial Bench Regulations be adopted as amended.

PF/132 ELECTRONIC PAYMENTS**RECOMMENDED (unanimous) PD/GG**

That the Council adopt the electronic payments system Barclays.net.

PF/133 BANK CHARGES

Councillor Ginger stated that due to the extent of the changes to the pricing structure, this change constituted a new contract and therefore, in line with Council policy, three quotes should be sought.

RESOLVED (unanimous) GG/CS

That:-

- i) the increase in Barclays Bank Charges be noted.
- ii) the Town Clerk bring a report exploring current payment methods and other solutions back to the Committee.
- iii) the Town Clerk seek two further quotes from Ludlow banks for a comparative service.

PF/134 NEW LOCAL AUDIT ARRANGEMENTS

RESOLVED (unanimous) GG/VP

That the information be noted.

PF/135 COUNCIL TAX REFERENDUM

Members expressed concern regarding the implications of a 2% cap which would limit Ludlow Town Council £7,000 maximum increase and a referendum for greater which could cost £14,000 (£2,000 per ward).

RESOLVED (unanimous) NH/PD

That the information be noted.

The meeting closed at 7.31pm

Chairman

Date

N.B. No Closed Session Minutes will be issued.