



LUDLOW TOWN COUNCIL A G E N D A

To: All Members of the Council, Unitary Councillors, Press
Contact: Gina Wilding
Ludlow Town Council, The Guildhall, Mill Street, Ludlow,
SY8 1AZ
01584 871970
townclerk@ludlow.gov.uk
Despatch date: 3rd June 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 9th June 2014 at 7.00pm

Gina Wilding
Town Clerk

Key Agenda Items:

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 14th APRIL 2014** (Open and Closed Session)
7. **Items to Action** – To note the items to action sheet from the previous Policy and Finance Committee Meeting held on 14th April 2014.

ITEM	Attachment	Page No
8. FINANCE INFORMATION To receive:-		
a) Payments – April 2014	8a	13
b) Income – April 2014	8b	15
c) Receive Barclay Card Statements	8c	21
d) Bank Reconciliation – April 2014	8d	23
9. POLICIES & LEGISLATION To note current and new legislation:-		
a) Local Government Transparency Code	9a	25
b) Local Government Transparency Code Frequently Asked Questions	9b	63
c) NALC Legal Topic Note on Contracts	9c	85
10. ALLOTMENTS LEASE To agree the terms of the Wigley Fields Allotment Lease	10	93



11.	ANNUAL CORE GRANT FUNDING APPLICATION To consider an application for Core Grant Funding from Home-Start Shropshire South	11	105
12.	LUDLOW NORTH POLLING STATION To receive a letter from Shropshire Council in response to a question previously raised by this Committee	12	113
13.	EXCLUSION OF PRESS AND PUBLIC: PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 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	13	
14.	UTILITY CONTRACTS		
a)	To note the current electricity contracts in place	14a	115
b)	To consider a contract renewal for the Depot at Henley Road Cemetery	14b	119
15.	PARKING PERMITS To receive an update of the parking permit scheme procedure	15	121
M e m b e r s h i p			
List of Members of the Policy & Finance Committee			
Councillors Holcombe (Chair); Draper (Vice Chairman); Cobley; Gill; Ginger; Kemp; Lyle; Mold; Parry; Sheward; Smithers			
Notes			
The next Policy & Finance Committee meeting will be held on 14 th July 2014			