

MINUTES

Minutes of a meeting of the **SERVICES COMMITTEE** held in the Guildhall, Mill Street, Ludlow, on **MONDAY 12th JANUARY 2015** at 7.00PM.

S/72 PRESENT

Chairman: Councillor Draper

Councillors: Cobley; Gill; Ginger; Parry (from 7.30pm) and Smithers.

Officers: Gina Wilding, Town Clerk
Naomi Brotherton, Senior Secretary/Admin Assistant
Sean Turgoose, DLF/Market Supervisor
Tony Caton, Market Officer

S/73 HEALTH & SAFETY

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

S/74 APOLOGIES

Apologies for absence were received from Councillors, Jones, Kemp, Lyle, J Newbold, S Newbold and Perks.

S/75 DECLARATIONS OF INTEREST

Disclosable Pecuniary Interests

None

Conflicts of Interest

None

Personal Interests

<u>Item</u>	<u>Reason</u>
Cllr Draper	12 Member of RBL
Cllr Ginger	14 Owns a shop in Ludlow
Cllr Smithers	12 Member of RBL

S/76 **PUBLIC OPEN SESSION**

There were no members of the public present at the meeting.

S/77 **LUDLOW UNITARY COUNCILLORS QUESTION & ANSWER SESSION**

No Unitary Councillors were present at the meeting.

S/78 **OPEN & CLOSED SESSION MINUTES**

RESOLVED (unanimous)
JS/TG

That the open session minutes of the Services Committee meeting held on the 27th October 2014, be approved as a correct record and signed by the Chairman.

S/79 **ITEMS TO ACTION**

RESOLVED (unanimous)
JS/GG

That the Items to Action be noted.

S/80 **COMPLIMENTS**

RESOLVED (unanimous)
PD/JS

That the letters of compliments from the Fairtrade Town Group, Christmas Lights Switch-on, and Senior Citizen's Christmas Party be noted.

S/81 **LINNEY RIVERSIDE PARK**

The Mayor drew the Committee's attention to the reply from Shropshire Council regarding the request from the Town Council for additional dog bins to be installed at the Linney Riverside Park. He pointed out that if the Committee were so minded there are sufficient funds in the Street Furniture budget.

Following a question from Councillor Ginger the Town Clerk explained that it was standard practice for Shropshire Council to empty the bins but as the amenity area was owned by the Town Council they were liable for the cost of any new bins.

There was a discussion regarding litter and dog fouling and the DLF Supervisor confirmed that checks and litter picks were daily in the working week in the

summer period, at the Linney Riverside Park, but twice a week in the winter period.

Councillor Smithers stated that he felt that the bins should be installed and visitors/residents encouraged to place their waste in them. Councillor Ginger disagreed and said that in his opinion, the current bins were not utilised and the same would happen with any new additional bins.

Councillor Draper suggested that a press release be issued to encourage residents to utilise the bins and request dog owners to act responsibly. Councillor Cobley agreed adding that there had been complaints about litter and dog fouling at the previous Annual Town Residents meeting and residents needed to be kept informed.

RESOLVED (unanimous)
PD/JS

That:-

- i) The Street Scene Manager is written to, to thank for her letter and note that her time is mostly allocated between Craven Arms and Bridgnorth;
- ii) A meeting is arranged with Friends of the Linney Riverside Park, Police and Shropshire Council to discuss the issues of litter and dog fouling;
- iii) A press release is issued regarding litter and dog fouling, stating the relevant laws, staff implications and detrimental unpleasant implications for maintenance staff, and impact of this issue on the children's' play area.

S/82 WW1 ANNIVERSARY MEETINGS

RESOLVED (unanimous)
PD/TG

That the meeting notes be received.

S/83 SUSPEND STANDING ORDERS

RESOLVED (unanimous)
GG/PD

That Standing Order 11(a) be suspended in order to reconsider the Services Committee's resolution on the Linney Riverside Park.

S/84 LINNEY RIVERSIDE PARK

Councillor Ginger stated that he whilst he was in agreement with the resolution regarding the Linney Riverside Park, Kate Adams' letter stated that she envisaged her time was being split between Craven Arms and Bridgnorth with very little to spare. In his opinion he felt that it was strange that Ludlow was excluded from Shropshire Council's allocation of resources.

S/85 **RE-INSTATE STANDING ORDERS**

RESOLVED (unanimous)
PD/JS

That Standing Orders be re-instated.

S/86 **LUDLOW ALCOHOL PARTNERSHIP – (L-CAP) NOTES AND ACTIONS**

RESOLVED (unanimous)
JS/TG

That the notes and actions from the L-CAP meeting held on the 22nd September 2014 be noted.

S/87 **SUSPEND STANDING ORDERS**

RESOLVED (4:0:1)
PD/TG

That Standing Order 11(a) be suspended in order to reconsider the Services Committee's resolution on the Commemorative Cross within six months.

S/88 **COMMEMORATIVE CROSS**

The Town Clerk explained that Council had previously resolved to accept the commemorative cross from the resident and that it be sited up at Henley Road Cemetery in Plot M.

The resident had approached the Town Council to suggest an alternative site at the Cemetery. She indicated the photograph at Appendix 1 of the report and the map and advised the Committee that this area of land was currently unused and had not been allocated for burial space and would provide an area of dignity for the cross.

RECOMMENDATION (4:0:1)
JS/TG

That the new location, as indicated on page 58 of the Agenda be approved.

S/89 **RE-INSTATE STANDING ORDERS**

RESOLVED (unanimous)

That Standing Orders be re-instated.

S/90 **ARSON ATTACKS AT THE CEMETERY**

The Chair informed the Committee that over a period of three evenings the Fire Brigade had been called to fires at the Cemetery or the estate opposite. Two of the fires had been at the Cemetery, the first was a bin by the Chapel and the second down by the Depot which had caused damage to the hedge, fence, a green wheelie bin and metal bin with a plastic lid.

7.30 pm Councillor Parry entered the meeting.

The Town Clerk added that the report detailed the damage caused at the Cemetery and the equipment, replacement and staff costs involved. She informed the Committee that the two incidents at the Cemetery had been reported to the Police and that the Crime Prevention Officer would be providing recommendations to the Town Council on preventative measures.

RESOLVED (5:0:1)
PD/VP

That:-

- i) A further report is brought to a future meeting, to consider advice from the Crime Prevention Officer;
- ii) The metal Veolia bin is refurbished.
- iii) Quotations for non-combustible bins are sought;
- iv) Alternative screening for the skip is investigated;

S/91 **SALE OF ALCOHOL ON THE MARKET**

The Town Clerk introduced her report and highlighted that there had been changes in legislation in October 2014. She commented that the Age Verification Policy was currently in force but needed to be formalised via the Policy attached at Appendix 4 of the report.

RESOLVED (unanimous)
JS/VP

That:-

- i) The Age Verification Policy be approved;
- ii) The Mandatory Licensing Conditions and Guidance on banning the sale of alcohol below the cost of duty plus VAT is provided to all Market Traders approved by the Designated Premises Supervisor on Ludlow Market.

S/92 **MARKET REAL DEAL CHARTER & CODE OF PRACTICE**

The Town Clerk explained that the Charter and Code of Practice were supported by NABMA.

RESOLVED (unanimous)
VP/JS

That the Ludlow Market join the Real Deal Scheme and sign up to the Charter and the Code of Practice.

S/93 **MARKET TRADING OVER CHRISTMAS AND NEW YEAR**

The Town Clerk reported to the Committee that there had been a low take up from traders between Christmas and New Year 2014/15.

Councillor Ginger stated that in his opinion as a shop owner in Ludlow, the period between Christmas and New Year was a busy period and therefore he felt Market Traders should be encouraged to trade.

There was considerable discussion on this matter.

RECOMMENDED (5:1:0)
PD/JS

That the current practice of no Specialist Markets between Christmas and New Year is continued;

AMENDMENT TO RESOLUTION

RECOMMENDED (unanimous)
PD/TG

No trading takes place on the first market trading day after Christmas, unless this is a Saturday. Traders are notified in advance and there are no rent arrears for the cancelled market. If the calendar permits, there is one day of trading after Christmas and before New Year.

The meeting closed at 8.07 pm.

Chairman

N.B. There are no closed session minutes.

Date