



## 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,**  
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**Despatch date: 25 February 2015**

### **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 2<sup>nd</sup> March 2015 at 7.00pm

Gina Wilding  
Town Clerk

### Key Agenda Items:

- **Third Quarter**
- **The Buttercross Heritage Interpretation Centre & Museum**
- **Ludlow Under Pressure**
- **Community Rights Funding**

*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 19<sup>th</sup> January 2015** (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 19<sup>th</sup> January 2015

<b>ITEM</b>	<b>Attachment</b>	<b>Page No</b>
<b>8. FINANCE INFORMATION</b>		
To receive:-		
a) Payments – December 2014 & January 2015	<b>8a</b>	
b) Income – December 2014 & January 2015	<b>8b</b>	
c) Receive Barclay Card Statements	<b>8c</b>	
d) Reconciliation for December 2014 & January 2015	<b>8d</b>	
<b>9. 3<sup>rd</sup> QUARTER ACCOUNTS</b>		
a) 3 <sup>rd</sup> Quarter Income and Expenditure Report	<b>9a</b>	
b) Exceptions Report	<b>9b</b>	
<b>10. BUTTERCROSS HERITAGE INTERPRETATION CENTRE &amp; MUSUEUM</b>	<b>10</b>	
a) To note Shropshire Council's Ludlow Museum Resource Centre Statement and FAQ	<b>a</b>	
b) To receive the notes from the Buttercross Working Group from 29 <sup>th</sup> January 2015	<b>b</b>	



<b>11.</b>	<b>LUDLOW UNDER PRESSURE</b>	<b>11</b>
	To respond to a letter received from Ludlow Under Pressure and to note the press release issued by Ludlow Town Council.	
<b>12.</b>	<b>LUDLOW IN BLOOM</b>	<b>12</b>
	To note the Independent Examiners Report	
<b>13.</b>	<b>PHARMACY NEEDS ASSESSMENT CONSULTATION</b>	<b>13</b>
	To consider the draft Pharmaceutical Needs Assessment (PNA) from The Shropshire Health and Wellbeing Board	
<b>14.</b>	<b>POLICY</b>	<b>14</b>
<b>a)</b>	To consider and adopt a stress policy and risk assessment	<b>a</b>
<b>b)</b>	To consider and adopt a volunteer policy, strategy and sign up form	<b>b</b>
<b>c)</b>	To consider and adopt a memorial management policy	<b>c</b>
<b>15.</b>	<b>NEW FUNDING FOR COMMUNITY RIGHTS PROGRAMME</b>	<b>15</b>
	To note the new funding and website launch	
<b>16.</b>	<b>EXCLUSION OF PRESS AND PUBLIC: PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960</b>	<b>No papers</b>
	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	
<b>17.</b>	<b>INTERNAL AUDITOR</b>	<b>17</b>
	To consider applications and make a recommendation to Council	
<b>18.</b>	<b>MAYFAIR</b>	<b>18</b>
	To consider a report and make a recommendation to Council	
<b>19.</b>	<b>BUTTERCROSS SERVICE LEVEL AGREEMENT</b>	<b>19</b>
	To consider a report from the Town Clerk regarding the Buttercross Heritage Interpretation Centre & Museum and the proposed SLA and make recommendations to Council	



**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 20<sup>th</sup> April 2015