



MINUTES

Minutes of a meeting of the **POLICY AND FINANCE COMMITTEE** held in the Guildhall, Mill Street, Ludlow on **MONDAY 2nd MARCH 2015** at **7.00PM**

PF/111 PRESENT

Chairman:	Councillor Holcombe
Councillors:	Cobley; Draper; Ginger; Parry; Sheward; Smithers
Officers:	Gina Wilding, Town Clerk Sarah Hughes, Finance Assistant
Also Attending	Councillor Perks (ex-officio)

PF/112 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/113 APOLOGIES

Apologies for absence were received from Councillors Gill, Lyle, Kemp.

PF/114 DECLARATIONS OF INTEREST

Disclosable Pecuniary Interests

<u>Member</u>	<u>Item</u>	<u>Reason</u>
V. Parry	12	Chair of Ludlow in Bloom

Declaration of Conflicts of Interest

<u>Member</u>	<u>Item</u>	<u>Reason</u>
P. Draper	18	Mr & Mrs Wynn made a donation to Mayors Charity

Declarations of Personal Interest

V. Parry	Item 18	Knows Mr & Mrs Wynn
	Item 11	Involved in Ludlow Under Pressure
C. Sheward	Item 11	Involved in Ludlow Under Pressure
	Item 17	Knows one of the applicants

PF/115 PUBLIC OPEN SESSION (15 minutes)

There were no members of the public or press present.

PF/116 UNITARY COUNCILLORS SESSION

Councillor Parry stated that she has asked Jane Walton, Head of Finance, for details information to explain where Shropshire Council's £465,000 Welfare funds have been spent following an unsatisfactory response at a recent Shropshire Council meeting.

Councillor Ginger asked Councillor Parry if there is likely to be any further discourse with Shropshire Council regarding the Council Tax Support Grant, to which Councillor Parry responded that very little discussion had taken place and that Shropshire Council have effectively blocked any debate on the matter. Councillor Ginger suggested that the Town Council should respond to Shropshire Council regarding the cuts and the lack of discussion.

The Town Clerk asked members if they would like this on a future Full Council Agenda, which the Chairman confirmed they would.

PF/117 MINUTES

RESOLVED (Unanimous) JS/PD

That the open and closed session minutes of the Policy and Finance Committee meeting held on 19th January 2015, be approved as a correct record and signed by the Chairman.

PF/118 ITEMS TO ACTION

Members thanked staff for completing the items to action.

RESOLVED (Unanimous) JS/PD

That the Items to Action table be noted.

PF/119 FINANCIAL INFORMATION

Councillor Parry raised questions regarding budget lines and the Town Clerk gave an explanation.

Councillor Parry asked for an update on the Boxing Club balance and the Town Clerk explained that £1,500 had been received on 6th January and the outstanding balance was £3,383.

Councillor Sheward had submitted a query prior to the meeting regarding a payment to Shropshire Council, and the Town Clerk clarified the matter. Councillor Sheward suggested that payroll costs should be paid to Shropshire Council in a separate cheque to other payments, which members agreed was a sensible suggestion.

Councillor Holcombe asked if the wages and salaries code was slightly over budget, which the Town Clerk explained that extra events and staff changes had put a strain on the budget, but it was not overspent. Councillors agreed that they should be mindful of staff costs and workloads when considering extra events.

RESOLVED (Unanimous) JS/VP

That:-

- i) The Payments and Income Reports, Barclaycard Statement and Bank Reconciliation for December 2014 and January 2015 be received.
- ii) Payroll payments should be paid in a separate cheque to other payments to Shropshire Council.

PF/120 BUTTERCROSS HERITAGE INTERPRETATION CENTRE & MUSEUM

a) Ludlow Museum Resource Centre Statement and FAQ

Councillor Ginger stated he felt the statement from Shropshire Council was flawed and ambiguous. Councillors Parry and Sheward agreed.

RESOLVED (Unanimous) GG/JS

That:-

- i) The Ludlow Museum Resource Centre Statement and FAQ from Shropshire Council be noted and
- ii) Councillors concluded that the document did not provide a satisfactory level of information regarding the location of items of archaeological interest and that remote storage of archaeology or any other exhibits made artefacts less assessable and reduced the quality of the service provided to the public and experts.

b) Buttercross Working Group

RESOLVED (Unanimous) PD/JS

That the notes from the Buttercross Working Group held on 29th January 2015 be received.

PF/121 LUDLOW UNDER PRESSURE

RESOLVED (Unanimous) GG/PD

That the Town Council note the response from Ludlow Under Pressure, and the press release issued by Ludlow Town Council.

PF/122 LUDLOW IN BLOOM

Councillor Parry stated that Ludlow in Bloom is aware that they overspent last year and have planned cut backs on their spending for the coming year. She added that members of Ludlow in Bloom have expressed their appreciation for the contribution Ludlow Town Council makes to the project.

RESOLVED (Unanimous) JS/PD

That the Independent Examiners Report be noted.

Councillor Perks enter the meeting at 7.40pm

PF/123 PHARMACY NEEDS ASSESSMENT CONSULTATION

Councillor Ginger suggested that the report be noted, rather than considered.

RESOLVED (Unanimous) GG/JS

That the draft Pharmaceutical Needs Assessment from The Shropshire Health and Wellbeing Board be noted.

PF/124 POLICIES

Councillor Ginger suggested that the three policies be adopted on mass.

Councillor Draper asked if the Policies have been sent to Ellis Whittam and the Town Clerk confirmed that two polices had been to Ellis Whittam and one was from ICCM.

RECOMMENDED (Unanimous) GG/PD

That:-

- i) The Stress Policy and risk assessment be adopted
- ii) The Volunteer Policy, Strategy and sign up form be adopted
- iii) The Memorial Management Policy be adopted.

PF/125 NEW FUNDING FOR COMMUNITY RIGHTS PROGRAMME

RESOLVED (Unanimous) GG/PD

That the new funding and website launch be noted.

PF/126 EXCLUSION OF PRESS AND PUBLIC: PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

The Chairman moved 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.

RESOLVED (Unanimous) NH/JS

That the public be excluded and the meeting continue in closed session.

The meeting closed at 8.20pm

Chairman

Date

N.B. Closed Session Minutes will be issued.