



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: 15th April 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 20th April 2015 at 7.00pm

Gina Wilding
Town Clerk

Key Agenda Items:

- **Election of Chair**
- **Policy & Legislation**
- **Mayfair**

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. **Election of Chairman**
To receive nominations and elect a new chair for the remainder of 2014/15
2. **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.
3. **Apologies**
4. **Declarations of Interests**
Members are reminded that they must not participate in the discussion or voting on any matter in which they have a Disclosable Pecuniary Interest and should leave the room prior to the commencement of the debate.
 - a) Disclosable Pecuniary Interest
 - b) Declaration of conflicts of Interest
 - c) Declarations of personal interest
5. **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.
6. **Ludlow's Unitary Councillors Question and Answer Session** – Ludlow's Unitary Councillors are invited to address any questions to the Committee.
7. **Minutes** – To approve the minutes of the **POLICY & FINANCE COMMITTEE** meeting held on **MONDAY 2nd March 2015** (Open and Closed Session)
8. **Items to Action** – To note the items to action sheet from the previous Policy and Finance Committee Meeting held on 2nd March 2015

ITEM	Attachment	Page No
9. FINANCE INFORMATION To receive:-		
a) Payments – February 2015	9a	13
b) Income – February 2015	9b	17
c) Receive Barclay Card Statements	9c	21
d) Reconciliation for February 2015	9d	23
10. PENSION SCHEME UPDATE To note the 'Freedom & Choice' update to the pension scheme	10	25
11. POLICIES To consider for adoption and note:-	11	



a)	Flag Protocol (Review and readopt)	11a	33
b)	Training Policy (Review and readopt)	11b	37
c)	Dignity at Work Policy (Review and readopt)	11c	39
12.	LEGISLATION	12	
a)	To consider a Consultation on extended Ombudsman's remit	12a	51
b)	To note the Fit for Work Guidance for Employers & Employees	12b	65
c)	To note the New Minimum Wage Announcement	12c	67
13	SCHOOL SUSTAINABILITY IN SHROPSHIRE	13	69
	To note the papers from Shropshire Schools Forum & Shropshire Councils Administration Group		
14.	EXCLUSION OF PRESS AND PUBLIC: PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960	No papers	
	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		
15.	MAYFAIR	15	73
	To receive a report from the Town Clerk		
16.	CEMETERY ELECTRIC CONTRACT	16	
	To consider a cost analysis for the renewal of Cemetery electricity contract		
M e m b e r s h i p			
List of Members of the Policy & Finance Committee			
Draper (Vice Chairman); Cobley; Gill; Ginger; Kemp; Lyle; Mold; Parry; Sheward; Smithers			
Notes			
The next Policy & Finance Committee meeting will be held on 8 th June 2015			