



LUDLOW TOWN COUNCIL A G E N D A

To: All Members of the Council, Unitary Councillors, Press
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Despatch date: 8th July 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 13th July 2015 at 7.00pm

Gina Wilding
Town Clerk

Key Agenda Items:

- **Payments & Income**
- **Policies**
- **Financial Regulations**

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**
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
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 8th JUNE 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 8th June 2015

	ITEM	Attachment	Page No
8.	FINANCE INFORMATION To receive:-		
a)	Payments – May 2015	8a	17
b)	Income – May 2015	8b	21
c)	Receive Barclay Card Statements	8c	25
d)	Reconciliation for May 2015	8d	27
9.	POLICIES To consider for adoption and note:-	9	
a)	Twinning Policy (Review and readopt)	9a	29
10.	FINAINCIAL REGULATIONS To receive a report from the Town Clerk proposing changes to the Town Council’s financial regulations; procedures and authorisations for the use of PayPal.	10	33



<p>11. NON DOMESTIC RATES</p> <p>To consider an update the Town Clerk regarding the Non Domestic Rates for the Market</p>	<p>11</p>	<p>35</p>
<p>12. EXCLUSION OF PRESS AND PUBLIC: PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960</p> <p>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</p>	<p>No papers</p>	
<p>13. GUILDHALL ELECTRIC CONTRACT</p> <p>To consider a cost analysis for the renewal of the Guildhall electricity contract</p>	<p>13</p>	<p>39</p>
<p>M e m b e r s h i p</p> <p>List of Members of the Policy & Finance Committee</p> <p>Cobley (Chairman); J. Newbold (Vice Chairman); Draper; Gill; Ginger; Jones; Kemp; Lyle; Parry; Sheward; Smithers</p>		
<p>Notes</p> <p>The next Policy & Finance Committee meeting will be held on 14th September 2015</p>		