



LUDLOW TOWN COUNCIL A G E N D A

To: All Members of the Council, Unitary Councillors, Press
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Despatch date: 24th February 2016

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 29th February 2016 at 7.00pm

Gina Wilding
Town Clerk

Key Agenda Items:

- **3rd Quarter**
- **Crime Reduction & Security Event**
- **Mayor's Charity Account**
- **Bank Charges**

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 18th January 2016** (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 18th January 2016

ITEM	Attachment	Page No
8. FINANCE INFORMATION To receive:-		
a) Payments – December 2015 and January 2016	8a	7
b) Income – December 2015 and January 2016	8b	15
c) Reconciliation for December 2015 and January 2016	8c	23
d) Barclaycard Statement	8d	25
9. 3rd QUARTER		
a) Income and Expenditure Report	9a	27
b) Exceptions Report	9b	37
10. MAYOR'S CHARITY ACCOUNT To note a report explaining the set up and presentation of information including payments, income & reconciliation relating to the Mayor's Charity Account	10	39



<p>11. PAYPAL ACCOUNT To note a report explaining the set up and presentation of information including income, commission, refunds & reconciliation relating to the market Paypal account</p>	<p>11</p>	<p>53</p>
<p>12. CRIME REDUCTION & SECURITY EVENT To consider a request for funding</p>	<p>12</p>	<p>69</p>
<p>13. BANK CHARGES To consider a report regarding previously notified changes to the bank charges.</p>	<p>13</p>	<p>73</p>
<p>14. EXCLUSION OF PRESS AND PUBLIC: PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 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>15. RENT REVIEW To consider a report regarding the Buttercross retail unit</p>	<p>15</p>	<p>85</p>
<p>16. SALES LEDGER DEBTOR REPORT To consider a report regarding sales ledger debtors</p>	<p>16</p>	<p>93</p>
<p>M e m b e r s h i p</p> <p>List of Members of the Policy & Finance Committee</p> <p>Councillors Cobley (Chairman); J. Newbold (Vice Chairman); Clarke; Draper; Gill; Ginger; Jones; Kemp; Lyle; Parry; Sheward; Smithers</p>		
<p>Notes</p> <p>The next Policy & Finance Committee meeting will be held on 11th April 2016</p>		