



## LUDLOW TOWN COUNCIL A G E N D A

To: All Members of the Council, Unitary Councillors, Press  
**Contact: Gina Wilding**  
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**Despatch date: 26<sup>th</sup> October 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 31<sup>st</sup> October 2016 at 7.00pm

Gina Wilding  
Town Clerk

### Key Agenda Items:

*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 12<sup>th</sup> September 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 12<sup>th</sup> September 2016

<b>ITEM</b>	<b>Attachment</b>	<b>Page No</b>
<b>8. FINANCE INFORMATION</b> To receive:-		
a) Payments – August and September 2016	<b>8a</b>	17
b) Income – August and September 2016	<b>8b</b>	25
c) Reconciliation – August and September 2016	<b>8c</b>	41
d) Barclaycard Statement – August and September 2016	<b>8d</b>	45
e) Paypal – Payments, Income & Reconciliation – August and September 2016	<b>8e</b>	47
<b>9. 2<sup>nd</sup> QUARTER INCOME &amp; EXPENDITURE</b>		
a) To receive the Income and Expenditure Report for the second quarter	<b>9a</b>	55
b) To consider the Exceptions Report for the second quarter	<b>9b</b>	65
<b>10. COUNCIL TAX REFERENDUM PRINCIPLES</b> To consider writing a letter to Ludlow's MP	<b>10</b>	69



<b>11.</b>	<b>THE PUBLIC SECTOR DEPOSIT FUND</b> To consider a report introducing the deposit fund	<b>11</b>	<b>107</b>
<b>12.</b>	<b>POLICIES</b> To review and re-adopt the Co-option Policy	<b>12</b>	<b>121</b>
<b>13.</b>	<b>REGISTRAR SERVICE</b> To feedback views and experiences relating to recent changes in the registrar service in Ludlow	<b>13</b>	<b>125</b>
<b>14.</b>	<b>VOLUNTARY GROUPS SURVEY</b> To consider a letter from Philip Dunne MP in terms of the Town Plan consultation process	<b>14</b>	<b>129</b>
<b>15.</b>	<b>INTEREST RATES</b> To note the change to interest rates	<b>15</b>	<b>135</b>
<b>16.</b>	<b>BUDGET SETTING PROCESS</b> To adopt the budget setting process	<b>16</b>	<b>137</b>

### M e m b e r s h i p

List of Members of the Policy & Finance Committee

Councillors Cobley (Chairman); Gill (Vice Chairman); Clarke; Draper; Ginger; R. Jones; Kemp; Lyle; J. Newbold; Parry; Sheward; Smithers

### Notes

The next Policy & Finance Committee meeting will be held on 16<sup>th</sup> January 2017