



## LUDLOW TOWN COUNCIL A G E N D A

To: All Members of the Council, DLF Supervisor, Market Officer,  
Unitary Councillors, Press  
**Contact: Gina Wilding, Town Clerk**  
**Ludlow Town Council, The Guildhall, Mill Street, Ludlow, SY8 1AZ**  
01584 871970  
townclerk@ludlow.gov.uk  
**Despatch date: 16<sup>th</sup> November 2016**

### SERVICES COMMITTEE

You are summoned to attend a meeting of the Services Committee to be held  
in **The Guildhall, Mill Street, Ludlow**  
on 21<sup>st</sup> November 2016 at 7.00pm

Gina Wilding  
Town Clerk

### Key Agenda Items:

- Market, Street Trading and Cemetery Fees
- Trees
- Benches

***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 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 as a correct record and sign the open minutes of the SERVICES COMMITTEE meeting held on **MONDAY 5<sup>th</sup> SEPTEMBER 2016**.

'The minutes must be signed and loose leaf pages initialled at the meeting which they record or at the next meeting, by the person presiding thereat' LGA 1972, Sch 12, para4 (1)

### **Members are reminded:**

*All proposed amendments or queries relating to the minutes should be reported to the Town Clerk by 10.00 am on the day of the meeting, if required, responses will be given as soon as practicable, but not necessarily at the meeting.*

*All Committee minutes must be received without discussion or debate.*

## 7. Items to Action - To note the items to action sheet from the previous Services Committee Meeting held on **MONDAY 5<sup>th</sup> SEPTEMBER 2016**.

ITEM	Attachment	Page No
<b>8. PUBLIC TOILETS</b> To consider a report regarding public toilet opening hours during the Christmas period.	<b>8</b>	15



<b>9. BUDGET CONSIDERATIONS AND RECOMMENDATIONS</b>		
To consider fees for 2017/18 and make budget recommendations for the market, street trading and Henley Road Cemetery.	<b>9</b>	17
<b>10. MARKET ELECTRIC</b>		
To receive the market electric meter readings for September.	<b>10</b>	37
<b>11. BENCH REFURBISHMENT</b>		
To consider an update regarding benches.	<b>11</b>	41
<b>12. WWI COMMEMORATION</b>	<b>12a-c</b>	47
a) To consider a request regarding the Peace Memorial bench plaque.		
b) To consider an update regarding the planting of the memorial tree in Castle Gardens and a new plaque on the castle walls.		
c) To consider information regarding a bend at Lower Corve Street.		
<b>13. LUDLOW IN BLOOM</b>		
To note the Heart of England in Bloom marking sheet.	<b>13</b>	55
<b>14. TREES</b>		
To consider the documents for quotations for tree works.	<b>14</b>	59
<b>15. FOUNTAIN</b>		
To consider a request from the Civic Society regarding the Castle Gardens Fountain.	<b>15</b>	69
<b>16. APPEAL TRADER AT LUDLOW MARKET</b>		
To consider an appeal from a Market Trader.	<b>16</b>	75
<b>17. EXCLUSION OF PRESS AND PUBLIC: PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960</b>	<b>No papers</b>	
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.		
<b>18 TERMS OF LEASE</b>		79
To consider the report.	<b>18</b>	



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

List of Members on the Services Committee

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

## **Notes**

The next Services Committee meeting will be held on 9<sup>th</sup> January 2017