



## MINUTES

Minutes of a meeting of the **POLICY AND FINANCE COMMITTEE** held in the Guildhall, Mill Street, Ludlow on **MONDAY 16<sup>th</sup> JANUARY 2017** at **7.00PM**

### **PF/70**     **PRESENT**

Chairman:                     Councillor Cobley

Councillors:                 Clarke, Gill, Ginger, Parry, Sheward, Smithers

Officers:                      Gina Wilding, Town Clerk  
Sarah Hughes, Finance Assistant

Also Attending:             Mr Mark Davies, CCLA (Churches, Charities & Local Authorities)

### **PF/71**     **HEALTH & SAFETY**

The Chairman informed Councillors and members of the public of the fire exits, fire assembly point and asked that everyone sign the attendance log.

### **PF/72**     **APOLOGIES**

Apologies for absence were received from Councillors Draper, R. Jones, Kemp, Lyle and J. Newbold.

### **PF/73**     **DECLARATIONS OF INTEREST**

#### Disclosable Pecuniary Interests

None Declared

#### Declaration of Conflicts of Interest

<u>Member</u>	<u>Item</u>	<u>Reason</u>
V Parry	17	Chair of Ludlow in Bloom
	14	On the decision making panel for Environment and Services Scrutiny Committee at Shropshire Council

#### Declarations of Personal Interest

<u>Member</u>	<u>Item</u>	<u>Reason</u>
C. Sheward	10	Receives pension from scheme
A Cobley	8	Member of JP Morgan retirees
	10	Receives pension from scheme
	10	Mercer manage another pension he receives

	18	Personal friend of Nock Deighton staff members
G Ginger	15 & 18	Business owner

**PF/74 PUBLIC OPEN SESSION (15 minutes)**

Mr Graeme Perks, Honey Meadows, Ludlow, said regarding PF/64 (Business Rates) that the Ludlow Town Council website is a useful way to engage with public regarding the issue.

Regarding item 10 (Pensions), Mr Perks asked a question relating to staff pensions, and queried the risks involved of the scheme collapsing.

Regarding Item 11a (Street Trading Policy) he asked if the Business Guild is still in existence, and whether or not the Market Traders Association have any involvement in Street Trading.

In relation to Item 11c (environmental policy), Mr Perks used his works on the town benches as an example of commitment to sustainability.

Mr Perks added that he had asked the Chairman some questions regarding Item 13 (Local Council Value for Money).

With regards to Item 15 (Referendum Principles), Mr Perks reiterated the points raised in the government's decision that Town and Parish Councils should be careful when setting their precept amount.

Councillor Ginger added to Mr Perks' comments that the Budgens Store in Ludlow had their rent set at £440,000 per year and Business Rates at £113,000, which has played a part in their recent decision to close.

**PF/75 UNITARY COUNCILLORS SESSION**

Unitary Councillor Parry, Ludlow South, informed the Committee that she had attended a Local Joint Committee meeting prior to attending tonight's Policy and Finance meeting, and the idea of making Ludlow a dementia friendly town had been discussed. Councillor Parry is organising a meeting in February of local groups who might be interested in helping.

**PF/76 MINUTES**

**RESOLVED (Unanimous) AC/GG**

That the open session minutes of the Policy and Finance Committee meeting held on 31<sup>st</sup> October 2016, be approved as a correct record and signed by the Chairman.

**PF/77**     **ITEMS TO ACTION**

The Chairman thanked the staff for their continued work on the Items to Action.

**RESOLVED (Unanimous) AC/GG**

That the Items to Action be noted.

**PF/78**     **PUBLIC SECTOR DEPOSIT FUND**

Mark Davies, Churches, Charities & Local Authorities (CCLA), attended the meeting and gave a brief presentation on the Public Sector Deposit Fund.

The Public Sector Deposit Fund is used by close to 300 authorities to manage their risk – it is AAA-rated, achieved by spreading the cash amongst 25+ financial institutions on any given day. Locally Oswestry and Shrewsbury use the Public Sector Deposit Fund.

CCLA is a mutually owned firm of investment managers, owned by Local Authorities Mutual Investment Trust (LAMIT), the Church of England (Central Board of Finance) Investment Fund and the Charities Investment Fund; totalling 40,000+ clients and manage £6.0bn of cash and investments

The Fund recently exceeded £250m under management with almost 300 clients including 10 County Councils, 180+ Parish, Town and Community Councils and 70+ District/Borough Councils, Police, Fire plus the LGA, NALC, 6 County Associations, SLCC and NILGA. However, the minimum requirement for share class 4 investors (£15m) has been waived for the time being to allow all investors to take advantage of the lowest fee and most favourable yield, highlighted above. The yield they quote is net of all fees.

Members were given the opportunity to ask any questions on the information given, to which Councillor Ginger wished to confirm the charges to Ludlow Town Council, to which Mr Davies confirmed that the Management fees were set out on 3 levels depending on the balance deposited, and based on our current figures would be 0.08%.

Mr Davies confirmed that there was no charge for transfers and there is no limit to the amount or frequency of transfers.

The Chairman thanked Mr Davies for attending the meeting and presenting to Members.

**PF/79**     **FINANCIAL INFORMATION**

Councillor Sheward queried the payment to Shropshire Council on page 25, to which the Town Clerk responded that she would provide a full break-down of the expenditure payment in due course.

Councillor Ginger queried the unrepresented payment dating back to August to Scottish Power, to which the Town Clerk responded that she would provide the information in due course.

**RESOLVED (Unanimous) AC/GG**

That the Payments and Income Report, Bank Reconciliation, Barclaycard Statements, Paypal Reports and Mayor's Charity Reports for October and November 2016, be received.

Councillor Clarke left the meeting at 7.44pm

**PF/80      PENSION FUND – ACTUARIAL VALUATION 2016**

The Chairman suggested that the pension fund be separated from the general wage costs in the budget.

**RESOLVED (Unanimous) AC/JS**

That:-

- i) the Town Clerk responds to the valuation and it is adopted
- ii) the actuarial of the pension fund deficit is separated from the general salaries budget line in the 2017/18 budget.

Councillor Clarke re-entered the meeting at 7.47pm

**PF/81      POLICIES**

**Street Trading Policy**

The Town Clerk informed Members that Street Trading and Peddlers licences have recently been reviewed by Central Government, and suggested that paragraph 6.7 of Ludlow Town Council's policy is removed in order to remain in line with Central Government legislation.

Councillor Ginger drew Members attention to the position of the Tower Street Trading pitch in relation to a recent planning application which would include a fire door being placed directly behind it. He also added that the exact locations of pitches should be marked out in some way, as this is currently ambiguous as details on the pitch maps are not to scale.

**RECOMMENDED (Unanimous) AC/JS**

That:-

- i) item 6.7 be removed from the Street Trading Policy in line with the revision to Central Government legislation and the revised policy be adopted.
- ii) Shropshire Council are asked to fund the defining of existing Street Trading pitches using brass studs, or quotes are sought if Shropshire Council are unable to fund this.
- iii) Shropshire Council Planning Department are contacted to inform them of the location of the designated Street Trading pitch in Tower Street and seek assistance from Shropshire Council Licensing.

**PF/82**     **Gritting Policy**

Councillor Parry asked where Ludlow Town Council operate the gritting policy, to which the Town Clerk confirmed the Market Square and Cemetery. She added that there is an option to apply for a £3,000 grant from Shropshire Council to enable the Town Council to undertake further environmental work in Ludlow.

**RECOMMENDED (Unanimous) AC/JS**

That the Gritting Policy is readopted.

**PF/83**     **Environmental Policy**

**RECOMMENDED (Unanimous) AC/GG**

That the Environmental policy is readopted.

**PF/84**     **MAYOR AND DEPUTY MAYORS EVENTS**

The Chairman thanked the Mayor and Deputy Mayor for attending the events listed. He suggested that the events are bought to Members on the same table, with an added column listing who attended the event.

Deputy Mayor, Councillor Sheward, added that he had also attended the Blessing of the Garden of Remembrance on Thursday 10<sup>th</sup> November 2016.

**RESOLVED (Unanimous) AC/GG**

That the report be received.

Councillor Gill left the meeting at 8.10pm

**PF/85**     **LOCAL COUNCIL VALUE FOR MONEY**

The Town Clerk reiterated that although the size of the Town Council, and the limited staff capacity does not allow for regular detailed reporting of all service areas, internal policies are regularly reviewed and an internal and external audit of the Council are carried out annually.

Councillor Gill re-entered the meeting at 8.14pm

**RESOLVED (Unanimous) AC/GG**

That the report be noted.

**PF/86**     **SHROPSHIRE BUS STRATEGY CONSULTATION**

Councillor Parry commented that she has requested that this be discussed at the next Environment and Services Scrutiny Committee at Shropshire Council.

The Chairman suggested that the questionnaire be completed by individual Councillors. Councillor Smithers added that the consultation should be put onto the Ludlow Town Council website and a press release issued to encourage participation.

**RESOLVED (Unanimous) JS/AC**

That:-

- i) Members individually complete the questionnaire
- ii) the bus consultation is publicised through the Ludlow Town Council website and press release

**PF/87**     **REFERENDUM PRINCIPLES****RESOLVED (Unanimous) GG/TG**

That the item be noted.

**PF/88**     **EXCLUSION OF PRESS AND PUBLIC: PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

The Chairman moved 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.

**RESOLVED (Unanimous) AC/MC**

That the public be excluded and the meeting continue in closed session.

The meeting closed at 8.40pm

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Chairman

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Date

N.B. Closed Session Minutes will be issued.