

MINUTES

Minutes of a meeting of the **POLICY AND FINANCE COMMITTEE** held in the Guildhall, Mill Street, Ludlow on **MONDAY 10th JUNE 2019** at **7.00PM**

PF/01 PRESENT

Chairman: Councillor Cobley
Councillors: Ginger, Mahalski, O'Neill, Pote, Sheward.
Officers: Gina Wilding, Town Clerk
 Lucy Jones, Senior Finance Officer

PF/02 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/03 RECORDING OF MEETINGS

The Chairman notified those present that under the Openness of Local Government Regulations 2014, recording and broadcasting is permitted during public session of Council Meetings.

PF/04 ELECTION OF VICE CHAIRMAN

The Chairman thanked Councillor Gill for his sterling work as Vice Chairman over the last few years, and invited nominations for Vice Chairman of Policy and Finance Committee for 2019/2020.

The Chairman nominated Councillor Mahalski. This was seconded by Councillor Ginger. No further nominations were received.

RESOLVED (unanimous) AC/GG

That Councillor Mahalski be elected Vice Chairman of Policy and Finance Committee for 2019/2020.

PF/05 APOLOGIES

Apologies for absence were received from Councillors Garner, Gill, Lyle, Perks and Smithers.

PF/06 DECLARATIONS OF INTEREST

Disclosable Pecuniary Interests

None declared

Declaration of Conflicts of Interest

None declared

Declarations of Personal Interest

None declared

PF/07 PUBLIC OPEN SESSION (15 minutes)

There were no members of the public or press present.

PF/08 UNITARY COUNCILLORS SESSION

Unitary Councillor Viv Parry, Ludlow South, informed Members that Shropshire Council needs to make £100,000 of cuts to the transport budget and that this could mean the loss of one of Ludlow's town service buses.

Councillor Parry stated that Shropshire Council were looking to do away with the Central Planning Committee, reallocating Shrewsbury planning matters to the Northern Planning Committee and the surrounding Parishes planning matters to the Southern Planning Committee. She said that SALC were objecting to this proposal and she suggested that Ludlow should also comment.

There is also a proposal to combine Local Joint Committees and Area Committees, NALC have objected and Councillor Parry thought that Ludlow Town Council should also make their view known as soon as possible.

Councillor Parry said that Shropshire Council's Mark Barrow has now set up a new Community Infrastructure Levy Committee, it's first meeting is on the 20th June 2019.

In response to some of Councillor Parry's comments, Councillor Ginger said that the two town service buses were meant to run thirty minutes apart, but continually followed each other round the town and then parked on Corve Street for long periods of time. Councillor Parry suggested that this be reported to Shropshire Council.

Councillor Ginger added that the loss of the Central Planning Committee would be disastrous and that the allocation of CIL monies needed to be looked at, as the proposed 800 new homes in Ludford would be reliant on Ludlow services but that Ludlow would not receive any CIL funds to support these new residents.

PF/09 **MINUTES**

RESOLVED (5:0:1) AC/GG

That the minutes of the Policy and Finance Committee meeting held on 15th April 2019, be approved as a correct record and signed by the Chairman.

PF/10 **ITEMS TO ACTION**

The Chairman thanked staff for actioning the items from previous meetings.

RESOLVED (Unanimous) AC/CS

That the items to action be noted.

PF/11 **FINANCE INFORMATION**

RESOLVED (Unanimous) AC/TM

That the Cash Book Income and Expenditure report, Reconciliation and Barclaycard Statements, PayPal Payments, Income and Reconciliation; for April 2019 and Mayor's Charity Payments, Income and Reconciliation for April and up to 21st May 2019, be received.

PF/12 **4th QUARTER INCOME & EXPENDITURE**

RESOLVED (Unanimous) AC/GG

That the 4th Quarter Income and Expenditure Report and Exceptions Report, be received.

PF/13 **EARMARKED RESERVES**

RESOLVED (Unanimous) GG/AC

That:-

- a) the creation of the earmarked reserves codes be approved .
- b) the transfer of funds to the earmarked reserves codes as specified in the report, be approved.

PF/14 **CARRIED FORWARDS**

Councillor Sheward queried the reasoning for carrying forward some budgets and not other. The Town Clerk stated that in general carry forwards were made for capital expenditure, items which has been purchased in the previous financial year but not yet paid for and any projects that have overrun the end of the financial year. She added that these were the same carried forwards that

were reported to Committee and Council at the budget setting meetings but with updated figures following further expenditure between January and March.

Councillor Pote asked where in the budget funds were allocated for any new projects approved during the year. The Town Clerk stated that the budget only identified funds for currently identified income and expenditure, any new expenditure agreed would either be taken from contingencies or the general fund.

Councillor Ginger stated that the document was flawed and went against the work of the Budget Working Group. He said that underspent monies for the previous year should not drop into the general fund but should be carried forward to reduce the precept or free up funds for alternative projects.

RESOLVED (Unanimous) CS/GG

That a meeting of the Budget Working Group be called to consider the Carried Forwards with further information.

PF/15 AGED DEBTORS

RESOLVED (Unanimous) AC/GG

That the Aged Debtors Report be received.

PF/16 RECOMMENDED (Unanimous) GG/AC

That the Debt Recovery Policy be amended to impose a 2% charge per month on all unpaid invoices outside the 28 day payment period.

PF/17 BUDGET CODES

RESOLVED (Unanimous) AC/TM

That the Health and Safety (4070/101) and Fire Equipment (4071/101) budget codes be combined into a Fire Safety budget of £1000.00.

PF/18 WME PRICE UPDATE

RESOLVED (Unanimous) AC/TM

That the WME Market Update for March 2019, be noted.

PF/19 POLICIES

RECOMMENDED (Unanimous) AC/GG

That:-

- a) the Subject Access Policy be adopted.
- b) the Security Incident Policy be adopted.

The meeting closed at 8.06pm.

Chairman

Date

N.B. No Closed Session Minutes will be issued for this meeting.