

Declarations of Personal Interest

<u>Councillor</u>	<u>Item</u>	<u>Interest</u>
Ginger	17	Business Relationship
S. Waite	17	Business Relationship
B. Waite	17	Business Relationship

PF/38 PUBLIC OPEN SESSION (15 minutes)

There were no members of the public or press present.

PF/39 UNITARY COUNCILLORS' SESSION

There were no Unitary Councillors present.

PF/40 MINUTES**RESOLVED (Unanimous) SW/GG**

That the minutes of the Policy and Finance Committee meeting held on 5th June 2023, be approved as a correct record, and signed by the Chairman.

PF/41 ITEMS TO ACTION**RESOLVED (Unanimous) GG/SO**

That the items to action from the Policy and Finance Committee meeting held on 5th June 2023, be noted.

PF/42 FINANCE INFORMATION

Councillors B. Waite and Ginger queried why the Council is continuing to hire a vehicle on short term lease when a resolution has been made and funds allocated to replace all Council vehicles with long term lease hire. They asked that this be referred to the next meeting of Full Council.

RESOLVED (Unanimous) SW/GG

That the Cash Book Payments and Income; Reconciliation; Barclaycard Payments, Income and Reconciliation; PayPal Payments, Income and Reconciliation; Petty Cash Payments, Income and Reconciliation; Public Sector Deposit Fund Payments, Income and Reconciliation; Income Cashbook Payments, Income and Reconciliation; for April and May 2023, be received.

PF/43 AGED DEBTORS

Councillor Lyle asked if the Debtors Report could include the steps taken to recover the debt.

RESOLVED (Unanimous) SW/BW

That the Aged Debtors report be received.

PF/44 RESOLVED (Unanimous) SW/DL

That:-

- a) the Outstanding Balance simple table format be used for future reporting on debtors.
- b) the Debt Recovery Policy be brought to the next Policy and Finance Committee meeting.

PF/45 4TH QUARTER INCOME AND EXPENDITURE

a) Income and Expenditure Report

RESOLVED (Unanimous) SW/DL

That the 4th Quarter 2022/23 Income and Expenditure Report, be noted.

PF/46 b) Exceptions Report

Councillor B. Waite queried the number of inaccurate budgets. Councillor Ginger stated that there were many unpredictable variances this year including staffing losses, the increase in electricity/fuel costs and the knock on effect to other goods and services. He added that Council had also resolved to make some significant expenditure after the budget had been set, including the replacement of the Linney parking meter.

Councillor B. Waite asked for an update on the recovery of costs for the delayed funeral.

RESOLVED (Unanimous) SW/GG

That the 4th Quarter 2022/23 Exceptions Report including carried forwards and move to and from earmarked reserves, be approved.

PF/47 TOWN FLAG

RESOLVED (Unanimous) SW/SO

That a new Town Flag be produced using the Ludlow Town Council logo shield.

PF/48 **POLICY REVIEW**a) **Flag Protocol****RECOMMENDED (4:0:1) GG/BW**

That the Flag Protocol, subject to the replacement of the Town Flag paragraph with the words “The Town Flag of Ludlow should be flown on all days where the National Flag/other flags are not required.” and the deletion of “Consort” at paragraph 4.8, be adopted.

PF/49 b) **Twinning Protocol****RECOMMENDED (3:1:2) SW/DL**

That the Twinning Protocol be adopted.

PF/50 c) **Events Square Policy****RECOMMENDED (Unanimous) SW/BW**

That the Events Square Policy, subject to the amendment that all applications are referred to Full Council for approval, be adopted.

PF/51 **CLIMATE ACTION SUB-COMMITTEE****RESOLVED (5:0:1) SW/GG**

That:-

- a) the meeting and minutes of the Climate Action Sub-Committee held on the 29th June 2023 be considered null and void. *The Town Clerk must advise councillors that a meeting of a sub-committee cannot be interfered with by another committee. If a meeting is legally constituted and takes place, then the minutes stand as a record of the meeting and cannot be voided. If the meeting was not quorate or legally constituted, then no minutes are taken.*
- b) a new meeting of the Climate Action Sub-Committee be called to properly consider the agenda items from the 29th June 2023 meeting.

PF/52 **EXCLUSION OF PRESS AND PUBLIC: PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960****RESOLVED (Unanimous) SW/DL**

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.

The meeting closed at 8.15pm.

Chair

Date

N.B. Closed Session Minutes will be issued for this meeting.