

MINUTES

Minutes of a meeting of the **POLICY AND FINANCE COMMITTEE** held in the Guildhall, Mill Street, Ludlow on **MONDAY 21st JULY 2025** at **7.00PM**

PF/43 PRESENT

Chair: Councillor R. Owen
Councillors: Childs; Cowell; Ginger; Hepworth; Lyle; Maxwell-Muller;
Scott Bell; Taylor
Officers: Gina Wilding, Town Clerk
Lucy Jones, Senior Finance Assistant

PF/44 ABSENT

Councillors Gill, Harris and Parry were absent.

PF/45 WELCOME

The Chair, Councillor Owen, welcomed everyone to the Policy and Finance Committee meeting and advised on essential housekeeping information.

PF/46 RECORDING OF MEETINGS

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

PF/47 APOLOGIES

Apologies for absence were received from Councillor Gill and Harris.

PF/48 DECLARATIONS OF INTEREST

Disclosable Pecuniary Interests

None declared.

Declaration of Conflicts of Interest

None declared.

Declarations of Personal Interest

None declared.

PF/49 PUBLIC OPEN SESSION (15 minutes)

There were no members of the public or press present at the meeting.

PF/50 UNITARY COUNCILLORS' SESSION

There were no Unitary Councillors present.

PF/51 MINUTES

RESOLVED RO/DL (Unanimous)

That the minutes of the Policy and Finance Committee meeting held on the 16th June 2025, be approved as a correct record, and signed by the Chair.

PF/52 ITEMS TO ACTION

RESOLVED RO/KC (Unanimous)

That the items to action from the Policy and Finance Committee meeting held on the 16th June 2025, be noted.

PF/53 FINANCE INFORMATION

RESOLVED RO/KC (Unanimous)

That the Cash Book Payments, Income and 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 Cash Book Payments, Income and Reconciliation and Electric Vehicle Charging Payments, Income and Reconciliation for May 2025; and the Mayor's Charity Account Payments, Income and Reconciliation and Mayor's Charity Account Income Payments, Income and Reconciliation for March, April, May and June 2025, be received.

PF/54 AGED DEBTORS

a) Report of Debtors

RESOLVED RO/MT (Unanimous)

That:-

- a) the Debtors report be received.
- b) As per Council policy all Cemetery and memorial bench fees be paid in advance of any works being undertaken.

PF/55 b) Debtors Explanation Report

RESOLVED RO/KC (Unanimous)

That the Debtors Explanation Report be received.

PF/56 INSURANCE

The Chair advised that a special Council meeting may need to be called in August to consider the insurance renewal if quotations are not received in time to be included on the July Council agenda.

RESOLVED KC/RO (Unanimous)

That the Council seek insurance quotations from BHIB Councils Insurance, Gallagher (AJG) and James Hallum Council Guard.

PF/57 POLICY REVIEW

a) Investment Policy

RECOMMENDED RO/IMM (Unanimous)

That the Council maintain a balance of £150,000 in the current account and all other funds be invested in the CCLA Public Sector Deposit Fund.

PF/58 b) Communications Policies

RECOMMENDED RO/IMM (Unanimous)

That:-

- a) a Communications Strategy Task and Finish Working Group be set up to review the Press Protocol, Social Media Policy, Communications Protocol and Community Engagement Policy.
- b) The Communications Policy Task and Finish Working Group membership be made up of Councillors Childs, Cowell, Lyle, Maxwell-Muller, Owen and Scott Bell.

PF/59 c) Complaints Policies

RESOLVED DL/KC (Unanimous)

That the review of the Complaints policies be deferred.

PF/60 FINANCIAL INFORMATION

RESOLVED RO/KC (Unanimous)

That following their approval by the Policy and Finance Committee the quarterly Income and Expenditure report be published on the Council's website.

PF/61 RESIDENTIAL RENTAL

RESOLVED RO/JH (7:1:0)

That a local lettings agent be instructed to undertake an internal inspection of the residential rental property and recommend a rental value.

PF/62 CLIMATE ACTION TASK AND FINISH GROUP

RECOMMENDED RO/IMM (Unanimous)

That:-

- a) the minutes of the Climate Action Task and Finish Group meeting held on the 11th July 2025 be received.
- b) The Climate Action Task and Finish Group recommendations from the 11th July 2025 be approved as follows:-
 - That a meeting of the Ludlow Town Centre Planting Task & Finish Group be organised in September and put together a seasonal planting and tub maintenance strategy for 2025/26. This forum will allow us to begin pulling ideas together for the provision and maintenance of planting.
 - That a volunteer group named St Johns Guardians should be set up. Once up and running all updates and information to go via Services Committee. The first volunteer day to take place on a weekday in September, DLF to all be available to assist with removal of rubbish etc., spades forks and trowels to be brought by the person or loaned by the DLF.
 - That the updates made to the Climate Action Plan as listed above be approved.

PF/63 CCLA PUBLIC SECTOR DEPOSIT FUND INVESTMENT

RESOLVED RO/KC (Unanimous)

That the CCLA Public Sector Deposit Fund Investment statement for May 2025 and letter, be noted.

PF/64 WEST MERCIA ENERGY

RESOLVED RO/DL (Unanimous)

That the benefit returns for 2024/25 from West Mercia Energy, be noted.

FC/65 EXCLUSION OF PRESS AND PUBLIC: PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

RESOLVED RO/DL (unanimous)

That 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, and the meeting continue in closed session.

The meeting closed at 8.26pm

Chair

Date

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