

Maintaining integrity, accountability, and a respectful environment is essential to ensuring effective and transparent decision-making.

PF/223 APOLOGIES

Apologies for absence were received from Councillors Gill and Ginger.

PF/224 DECLARATIONS OF INTEREST

Disclosable Pecuniary Interests

None declared.

Declaration of Conflicts of Interest

None declared.

Declarations of Personal Interest

None declared.

PF/225 PUBLIC OPEN SESSION (15 minutes)

There were no members of the public or press present.

PF/226 UNITARY COUNCILLORS' SESSION

Unitary Councillor Parry, Ludlow South, stated that she had witnessed issue with the usage of St John's Gardens public litter by holiday let properties in the area for commercial waste. She suggested that Ludlow Tonw Council may wish to consider signage on the bins.

PF/227 MINUTES

RESOLVED RO/KC (7:0:3)

That the minutes of the Policy and Finance Committee meeting held on the 2nd March 2026, be approved as a correct record, and signed by the Chair.

PF/228 ITEMS TO ACTION

RESOLVED RO/MT (9:0:1)

That the items to action from the Policy and Finance Committee meeting held on the 2nd March 2026, be approved.

PF/229 FINANCE INFORMATION**RESOLVED RO/MT (Unanimous)**

That the Cash Book Payments, Income and Reconciliation; Barclaycard 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 for January and February 2026; and the Mayor's Charity Payments, Income and Reconciliation and Mayor's Charity Income Payment, Income and Reconciliation for December 2025, January and February 2026, be received.

PF/230 AGED DEBTORS**a) Debtors Report****RESOLVED RO/KC (Unanimous)**

That the Debtors report be received.

PF/231 AGED DEBTORS**b) Debtors Explanation Report****RESOLVED RO/KC (Unanimous)**

That the Debtors Explanation Report be received.

PF/232 POLICY REVIEW**a) IT Policy****RESOLVED RO/KC (Unanimous)**

That the IT Policy:-

- a) subject to the inclusion of "Data Breach Policy" at paragraph 25.
- b) subject to the addition of the phrase "with the permission of the line manager" at paragraph 5.
- c) adoption be deferred in order to investigate data management solutions.

PF/233 b) Communications Policy**RECOMMENDED RO/IMM (9:1:0)**

That the Communications Policy:-

- a) subject to the amendment of the Communications Protocol paragraph 4.4 to replace the sentence "Matters for information to other Councillors should normally be directed via the Town Clerk and e-mails to other agencies should

- be copied to the Town Clerk.” with “Matters for information to other Councillors and e-mails to other agencies should be copied to the Town Clerk.”
- b) subject to the amendment of the Communications Protocol paragraph 5.3 to replace the sentence “All media enquiries must be directed to the Town Clerk, Marketing & Communications Officer, or appointed spokesperson.” with “The Town Clerk, Marketing & Communications Officer, and/or appointed spokesperson shall be informed of all media enquiries.”
 - c) be adopted.

PF/234 c) Standing Orders

RECOMMENDED MT/DW (9:0:1)

That the Standing Orders, subject to final agreement on the wording of paragraph 9f, be adopted.

PF/235 BUDGET TASK AND FINISH GROUP

RESOLVED RO/MT (9:0:1)

That the minutes of the Budget Task and Finish Group meetings held on the 13th and 27th March 2026, be received.

PF/236 CLIMATE ACTION TASK AND FINISH GROUP

RESOLVED RO/MT (Unanimous)

That the change of meeting date to the 9th April 2026 be noted.

PF/237 TERMS OF REFERENCE

RECOMMENDED RO/MT (Unanimous)

That the current Policy and Finance Terms of Reference be readopted at the Annual General Meeting.

PF/238 INTERNAL AND EXTERNAL AUDIT

a) Internal Audit

RESOLVED RO/MT (Unanimous)

That Internal Audit information be noted.

PF/239 INTERNAL AND EXTERNAL AUDIT

b) External Audit

RESOLVED RO/MT (Unanimous)

That External Audit information be noted.

PF/240 INTERNAL AND EXTERNAL AUDIT

a) Modernising the AGAR

RESOLVED RO/MT (Unanimous)

That update regarding modernising the AGAR be noted.

PF/241 BT REMOVAL OF PAYPHONES

RESOLVED RO/DW (Unanimous)

That Ludlow Town Council support the retention of the Corve Street payphone.

PF/242 CCLA PUBLIC SECTOR DEPOSIT FUND INVESTMENT

a) Statement – February 2026

RESOLVED RO/KC (9:0:1)

That the CCLA Public Sector Deposit Fund Investment statement for February 2026, be noted.

PF/243 b) Redemption Contract Notes – February 2026

RESOLVED RO/DL (Unanimous)

That the CCLA Public Sector Deposit Fund Redemption Contract Notes, be noted.

FC/244 EXCLUSION OF PRESS AND PUBLIC: PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

RESOLVED RO/MT (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 9.10pm

Chair

Date

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