



LUDLOW TOWN COUNCIL A G E N D A

To: All Members of the Council, Unitary Councillors, Press
Contact: Gina Wilding
Ludlow Town Council, The Guildhall, Mill Street, Ludlow,
SY8 1AZ
01584 871970
townclerk@ludlow.gov.uk
Despatch date: 2nd September 2026

POLICY & FINANCE COMMITTEE

You are summoned to attend a meeting of the Policy & Finance Committee to be held in The Guildhall, Mill Street, Ludlow SY8 1AZ on Monday 7th September 2026 at 7.00pm

Gina Wilding

Gina Wilding
Town Clerk

Key Agenda Items:

- **FINANCIAL INFORMATION**
- **POLICY REVIEW**
- **Q1 INCOME & EXPENDITURE**

The public may speak at this meeting.

In Public Open Session (15 minutes) – Members of the public are invited to make representations to the Council on any matters relating to the work of the Council or to raise any issues of concern.



1. Welcome from the Chairman and essential housekeeping information.

Councillors and members of the public are to note that the fire exits can be found to the rear of the building, right outside the Council Chamber and via the front door. The fire assembly point is on the pavement opposite the Guildhall. For fire safety purposes all Councillors should sign the attendance book and members of the public should sign the attendance sheet.

2. Recording of Meetings

Under the Openness of Local Government Regulations 2014, recording and broadcasting including blogging, tweeting and other social media is permitted during public sessions of Council meetings. The act of recording and broadcasting must not interfere with the meeting.

The Council understands that some members of the public may not wish to be recorded and asks that they make this known immediately.

3. Meeting Protocol

Members are reminded of the vital importance of mutual respect, professionalism, and full adherence to the Council's Code of Conduct, Standing Orders, and Meeting Protocol.

Councillors and officers have distinct yet complementary roles and work collaboratively in the best interests of the community. Councillors are responsible for setting policy and representing the public, while officers provide impartial advice and are tasked with implementing Council decisions.

During meetings, Members must conduct themselves with decorum, follow the established rules of debate, and respect the authority of the Chair. Disruptive behaviour, undue pressure on officers, or prioritising personal interests above Council objectives undermines good governance and is contrary to the standards of conduct expected in Council proceedings.

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

4. Apologies

To note apologies for absence from members of the Committee.

5. Declarations of Interests

To receive the declarations of interests from Members of the Committee.

- a) Disclosable Pecuniary Interest
- b) Declaration of conflicts of Interest
- c) Declarations of personal interest

Members are reminded that they must not participate in the discussion or voting on any matter in which they have a Disclosable Pecuniary Interest and should leave the room prior to the commencement of the debate.



6. **Election of Vice-Chair**
To receive nominations and elect a Vice Chair.
7. **Public Open Session (15 minutes)** – Members of the public are invited to make representations to the Council on any matters relating to the work of the Council or to raise any issues of concern.
8. **Ludlow's Unitary Councillors Session** – Ludlow's Unitary Councillors are invited to provide a short update on Shropshire Council matters relating to Ludlow.
9. **Minutes**
To approve the minutes of the **POLICY & FINANCE COMMITTEE** meeting held on [Monday 8th June](#) and [Monday 20th July 2026](#).
10. **[Items to Action](#)**
To consider the items to action sheet from the previous Policy and Finance Committee Meeting held on **20th July 2026**.

Item No.	ITEM	Attachment
11.	FINANCE INFORMATION – Councillors please note that questions requiring a response at the meeting must be submitted by end of day on Thursday 3rd September 2026. To receive:-	11
a)	Cash Book – Payments and Income for June 2026.	11a
b)	Reconciliation for June 2026.	11b
c)	Barclaycard - Payments, Income & Reconciliation for June 2026.	11c
d)	Petty Cash – Payments, Income & Reconciliation for June 2026.	11d
e)	Public Sector Deposit Fund – Payments, Income & Reconciliation for June 2026.	11e
f)	Income - Payments, Income & Reconciliation for June 2026.	11f
12.	DEBTORS	
a)	To receive a report of debtors.	12a
b)	To consider an explanation report on debtors.	12b
13.	POLICY PROCESSING To consider a report	13
14.	POLICY REVIEW To review and approve the new IT Policy	14
15.	1st QUARTER INCOME AND EXPENDITURE – Councillors please note that questions requiring a response at the meeting must be submitted by end of day on Thursday 3rd September 2026.	
a)	To receive the 1 st Quarter Income and Expenditure report	15a
b)	To approve the 1 st Quarter Exceptions Report	15b

16.	CCLA PUBLIC SECTOR DEPOSIT FUND INVESTMENT	
a)	To note the July 2026 statements.	<u>16a</u>
b)	To note the Redemption contract note.	<u>16b</u>
17.	NEXT MEETING	
a)	To note (whilst not an exhaustive list) that standing items for the next agenda are: • Finance information • Debtors • Policy review • CCLA • Mayors Events	No papers.
b)	To invite Committee Members to propose reports that comply with the relevant requirements of Standing Orders, which they will be responsible for preparing and submitting for consideration at the next meeting.	No papers.

MEMBERSHIP

Members of the Policy & Finance Committee

Councillors Taylor (Chair); Addis; Childs; Cowell; Eastaff; Gill; Ginger; Harris; Hepworth; Lyle; Maxwell-Muller; Owen; Parry.

Notes

The next Policy & Finance Committee meeting will be held on the 19th October 2026

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