



LUDLOW TOWN COUNCIL A G E N D A

To: All Members of the Council, Unitary Councillors, Press
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Despatch date: 14th October 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 19th October 2026 at 7.00pm

Gina Wilding

Gina Wilding
Town Clerk

Key Agenda Items:

- FINANCIAL INFORMATION
- POLICY REVIEW
- STREET TRADING
- NEW PROJECTS
- PHOTOCOPIER

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 7th September 2026**.
10. **Items to Action**
To consider the items to action sheet from the previous Policy and Finance Committee Meeting held on **7th September 2026**. (Councillors please note that questions requiring a response at the meeting must be submitted by end of day on Thursday 15th October 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 15th October 2026. To receive:-	11
a)	Cash Book – Payments and Income for July and August 2026.	11a
b)	Reconciliation for July and August 2026.	11b
c)	Barclaycard - Payments, Income & Reconciliation for July and August 2026.	11c
d)	Petty Cash – Payments, Income & Reconciliation for July and August 2026.	11d
e)	Public Sector Deposit Fund – Payments, Income & Reconciliation for July and August 2026.	11e
f)	Income - Payments, Income & Reconciliation for July and August 2026.	11f
g)	Mayor's Charity Account - Payments, Income & Reconciliation for June, July and August 2026.	11g
12.	DEBTORS a) To receive a report of debtors. b) To consider an explanation report on debtors.	12a 12b
13.	STREET TRADING Update on Street Trading consent street extension	13

14.	SCAFFOLDING To receive an update on netting solution to replace the scaffolding:- 7 separate companies have been approached and have each declined to assist, staff have reverted back to the Chair of the Town Walls Trust who has advised an 8 th company to approach.	No papers
15.	POLICY PROCESSING To note that the processing is delayed until outcomes from the efficiency review are known.	No papers
16.	POLICY REVIEW To review and approve the NALC Model IT Policy	<u>16a</u>
17.	NEW PROJECTS a) To consider the proposed Website redesign project for recommendation to Council. To note that staff are currently working to identify and improve accessibility issues. b) To consider the proposed Readiness Infrastructure for hybrid and remote meetings project for recommendation to Council	<u>17a</u> <u>17b</u>
18.	PHOTOCOPIER To consider a report on procuring a new photocopier/contract.	<u>18</u>
19.	CCLA PUBLIC SECTOR DEPOSIT FUND INVESTMENT a) To note the August and September 2026 statements. b) To note the Redemption contract notes.	<u>19a</u> <u>19b</u>
20.	MAYOR'S & DEPUTY MAYOR'S EVENTS To note the events attended by the Mayor and Deputy Mayor in February - May 2026.	<u>20</u>
21.	BUDGET TASK AND FINISH GROUP To receive the meeting notes of the Budget Task and Finish Group meeting held:- a) 20 th August 2026 b) 27 th August 2026 c) 1 st October 2026	<u>21a</u> <u>21b</u> <u>21c</u>
22.	NEXT MEETING To invite Committee Members to propose reports, which they will be responsible for preparing and submitting in compliance with the relevant timescales and requirements of Standing Orders.	No papers.



MEMBERSHIP

Members of the Policy & Finance Committee

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

Notes

**The next Policy & Finance Committee meeting will be held on the
30th November 2026**

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