MINUTES

Minutes of a meeting of the **COUNCIL** held at The Guildhall, Mill Street, Ludlow on **MONDAY 14TH SEPTEMBER 2026** at **7.00 PM.**

FC/217 PRESENT

Chair:	Councillor Lyle
Councillors:	Addis; Childs; Cowell; Eastaff; Harris; Maxwell-Muller; Owen; Parry; Taylor
Officers:	Kate Adams, Deputy Town Clerk Helen Jones, Senior Admin Assistant

FC/218 ABSENT

Councillors Argent, Gill, Ginger and Hepworth were absent.

FC/219 HEALTH & SAFETY

The Mayor, Councillor Lyle, welcomed everyone to the Full Council meeting and made some health and safety announcements.

FC/220 RECORDING OF MEETINGS

The Mayor notified those present that under the Openness of Local Government Regulations 2014, recording and broadcasting is permitted during public session of Council Meetings. The act of recording and broadcasting must not interfere with the meeting.

FC/221 MEETING PROTOCOL

The Mayor reminded Members 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.

FC/222 APOLOGIES

Apologies were received from Councillors Argent, Gill and Ginger.

FC/223 DECLARATIONS OF INTEREST

Disclosable Pecuniary Interests

None declared.

Conflicts of Interest

None declared.

Personal Interests

Councillor	Item	Reason
Lyle	18	Knows the Chair of Ludlow Town Walls Trust and members of PCC.
Parry	18	Knows the Chair of Ludlow Town Walls Trust and members of PCC.
Owen	18	Knows the Chair of Ludlow Town Walls Trust and members of PCC.
Maxwell-Muller	18	Knows the Chair of Ludlow Town Walls Trust and members of PCC.
Cowell	18	Knows the Chair of Ludlow Town Walls Trust and members of PCC.
Childs	18	Knows the Chair of Ludlow Town Walls Trust and members of PCC.

FC/224 PUBLIC OPEN SESSION

A resident of Ludlow, representing the Ludlow Sustainable Transport Group, addressed the Council regarding a resolution made at June's Full Council meeting regarding admission of heavy vehicles into Ludlow town centre. He

commended the Council's forward-thinking approach but advised caution regarding the proposed 24-tonne weight limit, advocating instead for a stricter 7-tonne limit to restrict three-axle vehicles and articulated lorries without a permit.

FC/225 LUDLOW POLICE UPDATE

No update was received from Ludlow's Safer Neighbourhood Team.

FC/226 RESOLVED DL/KC (unanimous)

That the Police and Crime Commissioner's annual survey be approved for submission, with the response to the first question regarding local policing amended from "good" to "fair", and the response to question 24 regarding "drug-related activity" amended from "a fairly big problem" to "a very big problem".

FC/227 LUDLOW UNITARY COUNCILLOR'S SESSION

Councillor Parry (Ludlow South) reported that Parys Road maintenance will take place overnight (20:00-06:00) from September 21st to 26th. Ludford Bridge drainage repairs will be deferred to February to accommodate local businesses and will require full overnight road closures.

FC/228 MINUTES

RESOLVED DL/PA (9:0:1)

That the open and closed session minutes of Council on 27th July 2026 be approved as a correct record and signed by the Chair.

FC/229 RESOLVED DL/SH (8:0:2)

That the open and closed session minutes of Council on 26th August 2026 be approved as a correct record and signed by the Chair, subject to an amendment to FC/216, replacing "That the Insurance Task and Finish Group meets with the Council's insurance broker as soon as practicable to seek clarification on the questions it has identified" with "That the Insurance Task and Finish Group meets with the Council's insurance broker as soon as practicable to review policy documents and consider the adequacy of cover".

FC/230 ITEMS TO ACTION

RESOLVED DL/PA (unanimous)

That the Items to Action from Council on 27th July 2026 and 26th August 2026 be noted, and considered at the next Council meeting.

FC/231 CORE GRANTS 2027 / 28

RESOLVED DL/SH (unanimous)

That the Core Grant criteria and application form be noted, and that applications are now open.

FC/232 COMMITTEE TERMS OF REFERENCE

RESOLVED SE/SH (9:0:1)

That the revised Terms of Reference for Services Committee be adopted, subject to a review by Policy & Finance Committee of all committee Terms of Reference to ensure they are aligned.

FC/233 TASK & FINISH GROUP MEMBERSHIP

RESOLVED DL/KC (9:0:1)

That Councillor Lyle be added to the Insurance Task & Finish Group, alongside Councillors Taylor, Owen and Eastaff, and that the date of the first meeting be deferred until the availability of the Town Clerk, Insurance Broker and all members has been confirmed.

FC/234 CO-OPTION – BRINGEWOOD WARD

RESOLVED DL/IMM (unanimous)

That the advertisement of the vacancy, the co-option timetable and procedure, application form and advert be noted.

FC/235 COMMITTEE MINUTES

RESOLVED DL/MT (9:0:1)

That the minutes of the Policy & Finance Committee meetings on 8th June 2026 and 20th July 2026, be received.

FC/236 RESOLVED DL/SH (unanimous)

That the minutes of the Services Committee meeting on 22nd July 2026 be received.

FC/237 RESOLVED KC/SH (9:0:1)

That the minutes of the Representational Committee meeting on 11th August 2026 be received.

FC/238 NEXT MEETING

RESOLVED DL/SH (unanimous)

That a new process be piloted whereby Councillors submit basic project outlines directly to the relevant Committee Chair (copying the Town Clerk or Deputy Town Clerk) for review and approval of viable ideas for further development.

FC/239 EXCLUSION OF PRESS AND PUBLIC: PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

RESOLVED DL/KC (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 7.52 PM.

_____ _____

Town Mayor Date

Closed session minutes will be issued for this meeting.