# MINUTES

Minutes of a meeting of the **REPRESENTATIONAL COMMITTEE** held at the Guildhall, Mill Street, Ludlow on **TUESDAY 8th September 2026 at 7PM.**

**R/122 PRESENT**

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| Chair: | Councillor Cowell |
| Councillors: | Councillors Addis, Harris, Lyle and Parry |
| Officers: | Kate Adams, Deputy Town Clerk<br>Charlotte Ambrazas, Committee Officer |

**R/123 ABSENT**

Councillors Gill and Ginger were absent from the meeting.

**R/124 HEALTH AND SAFETY**

The Chairman informed Councillors, and everyone present, of the fire exits, fire assembly point and asked that everyone sign the attendance log.

**R/125 RECORDING OF MEETINGS**

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

**R/126 MEETING PROTOCOL**

The Chair 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.

**R/127 APOLOGIES**

No apologies were received.

**R/128 DECLARATIONS OF INTEREST**

Disclosable Pecuniary Interests: none

Conflicts of Interest: none

Personal Interest:

| | | |
|---|---|---|
| Cllr Cowell | 26/03010/FUL | Knows contractor |
| | 26/03011/LBC | Knows contractor |
| Cllr Addis | 26/03093/VAR | Customer of business |
| Cllr Parry | 26/03010/FUL | Has commented as Shropshire Councillor |
| | 26/03011/LBC | Has commented as Shropshire Councillor |
| | Item 14 | Knows Business owner at Forest Dog Rescue |
| Cllr Lyle | 26/03010/FUL | Knows contractor |
| | 26/03011/LBC | Knows contractor |

**R/129 PUBLIC OPEN SESSION (15 minutes)**

There were no members of the public present.

**R/130 LUDLOW'S UNITARY COUNCILLORS QUESTION AND ANSWER SESSION**

Councillor Parry addressed the meeting.
She mentioned that representatives from Shropshire Council Highways will investigating drainage issues on Ludford bridge and will be arranging a site visit with the owner of the Charlton Arms.

**R/131 MINUTES**

**RESOLVED PA/SH (4:0:1)**
To approve as a correct record and sign the minutes of the Representational Committee meeting held on 11th August 2026.

**R/132 ITEMS TO ACTION**

**RESOLVED PA/KC (unanimous)**
To note the items to action of 11th August 2026.

**R/133 SHROPSHIRE COUNCIL DECISIONS PENDING**

**RESOLVED PA/SH (unanimous)**
That the pending decisions by Shropshire Council be noted.

**R/134 SHROPSHIRE COUNCIL DECISIONS**

**RESOLVED PA/SH (unanimous)**
That the decisions by Shropshire Council be noted.

**R/135 PLANNING APPLICATIONS**

**26/03077/TCA 34 Friars Garden, Ludlow, SY8 1RX**

**RESOLVED SH/PA (unanimous)**
No objection to fell 1no Cherry within Ludlow (Galdeford) Conservation Area.

**R/136 26/03078/TCA Roscrowden, 6 Julian Road, Ludlow, SY8 1HA**

**RESOLVED PA/SH (unanimous)**
No objection to fell 2no Juniper within Ludlow (Gravel Hill) Conservation Area

**R/137 26/03010/FUL Chang Thai, 3 - 4 Market Street, Ludlow, SY8 1BP**

**RESOLVED KC/SH (unanimous)**
To object to the conversion and two storey extension to create 10 No. apartments.
Ludlow Town Council supports the sympathetic refurbishment of this building, however, for the following reasons there are a number of issues which need addressing:

i) Reduce the number of flats from 10 to 8 to allow more liveable space (smaller adjacent flats could be merged)
ii) Retain the garden space and include greenery to protect existing wildlife. This greenery is also important for neighbouring properties.
iii) Increase the size of the bin area and reduce the impact on Flat 5 by altering the layout and removing the adjacent bedroom.
iv) A condition of the development must be that the flats cannot be used for holiday lets. We are short of properties for local residents not visitors.

**R/138 26/03011/LBC Chang Thai, 3 - 4 Market Street, Ludlow , SY8 1BP**

**RESOLVED KC/SH (unanimous)**
To object to the conversion and two storey extension to create 10 No. apartments.
Ludlow Town Council supports the sympathetic refurbishment of this building, however, for the following reasons there are a number of issues which need addressing:

i) Reduce the number of flats from 10 to 8 to allow more liveable space (smaller adjacent flats could be merged)
ii) Retain the garden space and include greenery to protect existing wildlife. This greenery is also important for neighbouring properties.
iii) Increase the size of the bin area and reduce the impact on Flat 5 by altering the layout and removing the adjacent bedroom.

iv) A condition of the development must be that the flats cannot be used for holiday lets. We are short of properties for local residents not visitors.

**R/139 26/03093/VAR The Green Cafe, Mill On The Green, Linney, Ludlow, SY8 1EG**

**RESOLVED SH/DL (4:0:1)**
No objection to the variation of Condition No.5 (opening hours) attached to Planning Application reference 22/01125/FUL.

**R/140 ROAD CLOSURE/TRAFFIC MANAGEMENT**

**RESOLVED KC/SH (unanimous)**
To consider the road closures and traffic management listed.

**R/141 BUILDINGS, BUILDING LAND AND TREES**

**RESOLVED KC/PA (unanimous)**
To update the document as follows:

- To write to Shropshire Council for updates on 5 King Street
- To remove Oaklands on Bromfield Road from the spreadsheet
- To update that Forest Dog Rescue will be submitting a planning application to replace all windows but the plant causing concern has been removed.
- To update that the wall by Orchard Gardens on Sandpits Road has had all loose stone removed and awaiting further repair.
- To remove Wildwood from the spreadsheet
- To chase Connexus regarding the retaining wall at St Johns Road which is deteriorating and badly needs repair
- To investigate land registry for the owners of the empty shops on Corve Street (opposite Natwest) which urgently need work to their frontages.

**R/142 OVERTON ROAD PARKING RESTRICTIONS**

**RESOLVED DL/SH (unanimous)**
To note the final notice and order attached.

**R/143 SIDNEY ROAD PARKING FOR RESIDENTS**

**RESOLVED KC/SH (unanimous)**
To note the resident's concerns and action that will be taken.

Meeting closed at 7:35pm

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Chair Date