



LUDLOW TOWN COUNCIL AGENDA

SERVICES COMMITTEE

To: All Members of the Council, Deputy Town Clerk, DLF Supervisor,
Unitary Councillors, Press

Contact: Gina Wilding, Town Clerk

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Despatch date: Friday 9th October 2026

You are summoned to attend the meeting of the Services Committee to be held at The Guildhall on Wednesday 14th October 2026 at 7.00pm

Gina Wilding
Town Clerk

Key Agenda Items:

- PROJECT PROGRESS
- WHEELER ROAD REPLACEMENT PLAY EQUIPMENT
- LUDLOW MARKET TRADERS LIASION MEETINGS
- CASTLE GARDENS MEMORIAL PLAQUES
- LIGHT FOR BUTTERCROSS PORTICO

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 CHAIR & 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 or left 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 broadcast including blogging, tweeting and other social media is permitted during public session 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. ELECTION OF A VICE CHAIR

To receive nominations and elect a Vice Chair.

5. APOLOGIES

To receive apologies from members of the Committee.

6. DECLARATIONS OF INTEREST

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 meeting temporarily prior to the commencement of the debate.

7. PUBLIC OPEN SESSION (15 MINUTES)

Members of the public are invited to make representations to the Committee on any matters relating to the work of the Committee or Council.

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 as a correct record the [open](#) and [closed](#) minutes of Services Committee on **Wednesday 2nd September 2026**.

10. ITEMS TO ACTION

To note the items to action sheet from **Wednesday 2nd September 2026**.

Item No.	ITEM	Attachment
11	PROGRESS ON PROJECTS	
	To note the progress on projects managed by Services Committee.	11
12	WHEELER ROAD REPLACEMENT PLAY AREA EQUIPMENT	
	To consider the report regarding play equipment which needs to be replaced at Wheeler Road play area.	12 12A
13	UPDATE FROM LUDLOW ROTARY – ST JOHNS GARDEN	
	To note the information received.	13
14	CLIMATE ACTION	
	To consider the latest edition of LTC's Climate Action Plan	14
15	UPDATE FROM LUDLOW MUSEUM AT THE BUTTERCROSS	
	To consider the report providing information.	15
16	MARKET AREA LITTER/WASTE MONITORING	
	To consider the inspection information provided.	16 16A 16B
17	CASTLE GARDENS MEMORIAL PLAQUES	
	To consider the quotations for notice boards and the next steps to be taken.	17
18	LIGHT FOR BUTTERCROSS PORTICO	



	To consider the advice from Shropshire Council street lighting and conservation staff.	18
19	CASTLE GARDENS POST PROJECT	
	To consider the process suggested by a volunteer.	19
20	LUDLOW HISTORY FESTIVAL REQUEST	
	To consider the request from Ludlow History Festival for 28 th , 29 th & 30 th August 2027.	20
21	SUGGESTED ITEMS FOR FUTURE MEETINGS	
	To receive suggested items for future meetings. Councillors raising items should send a full report complete with costings to the Chair by Friday 13 th November 2026.	No papers
22	ASHES HEADSTONE REQUEST – HENLEY ROAD CEMETERY	
	To receive the request and consider the information provided by the Institute of Cemetery and Crematorium Management (ICCM).	22
23	LUDLOW MARKET SEASONAL EVENTS	
	To receive the information.	23
24	Q3 2026 DIGITAL COMMUNICATIONS REPORT: LUDLOW MARKET	
	To receive the information.	24
25	MARKET TRADERS LIASON MEETING	
	To note the recommendations.	
26	EXCLUSION OF PRESS AND PUBLIC: PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960	No papers
	The Chair will move 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.	
27	INFORMAL ENGAGEMENT – MARKET SQUARE AND CASTLE STREET PARKING PROPOSALS	
	To consider the proposals from Shropshire Council.	

MEMBERSHIP

Councillors Argent, Addis (Chair), Childs, Cowell, Eastaff, Gill, Lyle, Parry and Taylor.

**Notes**

The next Services Committee meeting will be held on Wednesday 25th November 2026

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