

## MINUTES

Minutes of a meeting of the **SERVICES COMMITTEE** held in the Guildhall, Mill Street, Ludlow on **WEDNESDAY 22<sup>nd</sup> JULY** at 7PM

### **S26/039    PRESENT**

Chair:                      Councillor Addis

Councillors:            Cowell, Gill, Maxwell-Muller ,Parry & Taylor.

Officers:                Kate Adams, Deputy Town Clerk  
                              Julie Cox, Finance Assistant

### **S26/040    ABSENT**

Councillors Childs and Lyle were absent.

### **S26/041    WELCOME AND ESSENTIAL HOUSEKEEPING INFORMATION**

The Chair, Councillor P Addis, welcomed everyone to the Services Committee meeting at the Guildhall and explained housekeeping information.

### **S26/042    RECORDING OF MEETINGS**

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

### **S26/043    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.

**S26/044 ELECTION OF A VICE CHAIR**

**RESOLVED PA/IMM (unanimous)**

This item be deferred until the next Services Committee meeting.

**S26/045 APOLOGIES**

Apologies were received from Councillor Lyle.

**S26/046 DECLARATIONS OF INTEREST**

Disclosable Pecuniary Interests  
None declared

Conflicts of Interest  
None declared

Personal Interests  
None declared

**S26/047 PUBLIC OPEN SESSION (15 minutes)**

There was one member of the public present, who did not wish to speak.

**S26/048 LUDLOW UNITARY COUNCILLORS SESSION**

Councillor Parry (Ludlow South) updated the Committee that the officer at Shropshire Council for Bus, roads and parking concerns in Ludlow is now Jonathan Eastwood who replaces Simon D'Vali.

**S26/049 MINUTES**

**RESOLVED PA/KC (4:0:2)**

That the open and closed minutes of the Services Committee meeting held on Wednesday 10<sup>th</sup> June 2026 be approved as a correct record and signed by the Chair.

**S26/050 ITEMS TO ACTION**

**RESOLVED PA/TG (unanimous)**

That the Items to action from Services Committee on Wednesday 10<sup>th</sup> June 2026 be noted.

**S26/051 LUDLOW MARKET WASTE UPDATE**

**RESOLVED PA/MT (unanimous)**

To note the Market report.

That daily inspections for waste on the market continue. These will now be collected and submitted via Survey Monkey and a monthly report will be provided.

That daily photographs (complete with date and time stamp) are sent to the Deputy Town Clerk to support the inspections.

Results to come back to next Services Committee meeting.

That the option of Ludlow Town Council obtaining a waste carrier licence be explored; this may enable us to install more litter bins which we would empty. Report to come back to Committee with findings and costings.

**S26/052 FLAG FLYING PROTOCOL**

**RESOLVED PA/IMM (unanimous)**

That the flag flying report be noted, and that the flag flying policy remain in place. The Calendar of flag flying be approved.

**S26/053 TREE SPONSORSHIP SCHEME**

**RESOLVED MT/TG (5:0:1)**

That the Committee decline the request from a member of the public to sponsor a tree, as this is not a scheme that Ludlow Town Council operates.

**S26/054 HENLEY ROAD CEMETERY RE-WILDING INITIATIVE**

**RESOLVED PA/KC (5:0:1)**

That all the grass areas at the Cemetery continue to be mown, kept neat and tidy. Wider margins could be left at the base of hedgerows to improve biodiversity of the site and increase habitats.

**S26/055    HENLEY ROAD CEMETERY – ADDITIONAL ROW IN ASHES AREA**

**RESOLVED PA/VP (unanimous)**

To create an additional row giving 8 extra ashes plots between Row G and GG within the cremated remains area be approved.

**S26/056    LIGHT FOR BUTTERCROSS PORTICO**

**RESOLVED MT/PA (unanimous)**

That a report be bought back to Services Committee containing costs, size and designs for the light. That the suggested light must be bat friendly. To ascertain if new planning permission needs to be sought for the installation of the light.

**S26/057    PARK YOGA UPDATE**

**RESOLVED PA/IMM (unanimous)**

That subject to the relevant insurance documents, risk assessments and qualifications being provided, the application to run free yoga sessions at the Linney Riverside Park from May to Mid-September be approved.

**S26/058    EXCLUSION OF PRESS AND PUBLIC: PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

**RESOLVED PA/MT (unanimous)**

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.

The meeting closed at 8.05 pm

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Date

Closed session minutes will be issued for this meeting.