

## MINUTES

Minutes of a meeting of the **SERVICES COMMITTEE** meeting held on **WEDNESDAY 27<sup>th</sup> NOVEMBER 2024 AT 7PM** in the Guildhall, Mill Street.

### **S24/087 PRESENT**

Chair: Councillor B. Waite

Councillors: Garner, Ginger, Jones, Parry, Tapley, S Waite.

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

### **S23/088 ABSENT**

Councillors Gill and Hall were absent.

### **S24/089 WELCOME AND ESSENTIAL HOUSEKEEPING INFORMATION**

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

### **S24/090 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.

### **S24/091 APOLOGIES**

Apologies were received from Councillor Gill for health reasons, and Councillor Hall due to holiday.

### **S24/092 DECLARATIONS OF INTEREST**

#### Disclosable Pecuniary Interests

None declared.

#### Conflicts of Interest

Councillor Parry      Ludlow in Bloom

Personal Interests

None declared

**S24/093 PUBLIC OPEN SESSION (15 minutes)**

There were two members of the public present.

A former market trader spoke to appeal against her market licence being revoked.

The Chair of Ludlow in Bloom to update that the boxes on the Peace Memorial had been painted by the Home owner behind the Cenotaph, and new plaques had been installed on existing boxes.

**S24/094 LUDLOW UNITARY COUNCILLORS SESSION**

Councillor Parry, Ludlow South updated the Committee that Shropshire Council's Care in the Community structure had been revised to combine child and adult social care in one department.

**S24/095 MINUTES**

**RESOLVED BW/SW (Unanimous)**

That the minutes of Services Committee meeting held on Wednesday 16<sup>th</sup> October 2024 be approved as a correct record and signed by the Chair.

**S24/096 ITEMS TO ACTION**

**RESOLVED BW/EG (unanimous)**

That the Items to action from Services Committee 16<sup>th</sup> October 2024 be approved.

**S24/097 FEES FOR LOCAL SERVICES IN 2025/26**

**RESOLVED BW/GG (6:0:1)**

That the table of fees be approved, with the exception of grave digging and memorial benches. A report for costings of these items to be bought back to Committee in January.

**S24/098 LUDLOW MARKET INFORMATION**

**RESOLVED BW/EG (6:0:1)**

That the information be noted.

**S24/099 LUDLOW MARCHES FOOD & DRINK FESTIVAL – EVENTS SQUARE LICENCE 2025-2027**

**RESOLVED GG/EG (unanimous)**

That a report be bought back to January meeting to include fees to be charged.

**S24/100 CASTLE GARDENS - WALL SURVEY AND WORKS**

**RESOLVED BW/AT (6:0:1)**

That the survey undertaken and the immediate works completed be noted.

**S24/101 RESOLVED RJ/VP (6:1:0)**

That the Civic Society be approached with regards to assistance and advice for the project, and a further report to be bought back to Services Committee.

**S24/102 COLLECTIONS MANAGEMENT PROCEDURE – LUDLOW MUSEUM**

**RESOLVED RJ/SW (unanimous)**

That Ludlow Museum at the Buttercross is working to the Shropshire Museums collections development policy (and wider collections management framework) and that all acquisitions and disposals decisions sit with Shropshire Museums.

**S24/103 ACCESS POLICY - LUDLOW MUSEUM**

**RESOLVED GG/EG (unanimous)**

That the up-to-date policy for access to Ludlow Museum at the Buttercross be approved.

**S24/104 CHRISTMAS LIGHTS IMPROVEMENTS**

**RESOLVED GG/SW (6:0:1)**

That in 2025/26 Christmas lights preparations are identified as a high priority for DLF and Admin Staff.

**S24/105 RESOLVED BW/SW (unanimous)**

That the improvements made to the Town's Christmas lights in 2024 be noted.

**S24/106 RESOLVED SW/EG (unanimous)**

That a letter of thanks be sent to the group of local businesses that sponsored The Town's Christmas tree.

**S24/107 PLANTING IN CASTLE GARDENS**

**RESOLVED EG/VP (unanimous)**

That further quotes be sought for the shrubs requested.

**S24/108 PLAY AREA ANNUAL INSPECTIONS**

**RESOLVED BW/EG (unanimous)**

That the inspection reports be noted, and that a further report will be bought to Services Committee in January 2025.

**S24/109 MEMORIAL SQUARE BENCHES**

**RESOLVED BW/AT (unanimous)**

That the recent maintenance undertaken by volunteers be noted.

**S24/110 NATIONAL CREMATION AND BURIAL CONSULTATION**

**RESOLVED GG/RJ (6:0:1)**

That the consultation questions be brought to the December Full Council meeting.

**S24/111 GUILDHALL WINDOW**

**RESOLVED BW/GG (unanimous)**

That the Shropshire Council Conservation Officer be contacted and to ascertain if the window can be repaired or needs replacing.

7.52 pm Councillor Ginger left the meeting.

**S24/112 EXCLUSION OF PRESS AND PUBLIC: PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

**RESOLVED BW/SW (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.

7.54 pm Councillor Ginger rejoined the meeting.

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Date

Closed session minutes to follow.



## CLOSED SESSION MINUTES

Closed session Minutes of a meeting of the **SERVICES COMMITTEE** held in the Guildhall, Mill Street, Ludlow on **WEDNESDAY 27<sup>th</sup> NOVEMBER 2024** at **7.00PM**.

### **S24/113 LUDLOW MARKET**

#### **RESOLVED TG/EG (unanimous)**

That the appeal from the Market Trader is declined and the market licence termination is upheld.

### **S24/114 DRAINAGE AT WIGLEY FIELDS ALLOTMENTS**

#### **RESOLVED GG/SW (6:1:0)**

That the quote from Woolliscroft Groundworks limited to install drainage at Wigley Fields Allotments at a cost of £1335.00 be approved.

The meeting closed at 8.12pm

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Chairman

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Date

