



LUDLOW TOWN COUNCIL A G E N D A

To: All Members of the Council, Unitary Councillors, Press

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Despatch date: 28th August 2012

COUNCIL

You are summoned to attend a meeting of Ludlow Town Council to be held at the Ludlow Conference Centre, Lower Galdeford, Ludlow on Monday 3rd September 2012 at 7.00pm

Gina Wilding
Acting Town Clerk

Key Agenda Items:

- **Market Matters**
- **Garden of Rest**
- **Mayors Board**
- **Staffing and Appeals Recommendations**
- **Property Update**
- **Cemetery Matters**

The public may speak at this meeting

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. **Apologies**
2. **Declarations of Interests**
 - a) Disclosable Pecuniary Interest
 - b) Declaration of conflicts of Interest
 - c) Declarations of personal interest
3. **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.
4. **Response to Questions Raised by the Public at the Previous Meeting** – Oral report from the Town Clerk as required.
5. **Ludlow's Unitary Councillors Question and Answer Session** – Ludlow's Unitary Councillors are invited to address any questions to the Council.
6. **Minutes** – To approve as a correct record and sign the minutes of the **COUNCIL MEETINGS** held on:-
 - a) **9th JULY 2012**
 - b) **16th JULY 2012**
 - c) **31st JULY 2012**

ITEM	ATTACHMENT
7. SERVICES COMMITTEE Receive the draft minutes of the meeting held on the 23 rd July 2012	7
8. REPRESENTATIONAL COMMITTEE To receive the draft minutes of the meeting held on the:-	
a) 4 th July 2012	8a
b) 1 st August 2012	8b
c) Consider the recommendations from the Representational Committee meeting held on the 1 st August 2012	8c
9. POLICY & FINANCE COMMITTEE	
a) To receive the draft minutes of the meeting held on the 30 th July 2012	9a
b) Consider the recommendations from the Policy and Finance Committee meeting held on the 30 th July 2012	9b
10. POLICIES	
a) Equal Opportunities	10a
b) Recruitment and Selection Policy	10b
11. LUDLOW IN BLOOM Consider the request for assistance from Ludlow in Bloom	11



12. COMMITTEE MEMBERSHIP	No papers
To reconsider the membership of the Street Trading Sub-Committee and appoint extra Members	
13. GARDEN OF REST	13
To receive the S215 Notice and endorse Council's resolution made on the 9 th July 2012 to pass on responsibility to Shropshire Council	
14. MARKET MATTERS	14
To receive a report from the Town Clerk on Market/Street Trading Pitches	
15. PARKING	15
To receive a report from the Deputy Town Clerk on Parking matters in the town	
16. MAYORS BOARD	16
To receive a further report from the Town Clerk on the Mayor's Board	
17. PROPERTY	
a) Guildhall - To receive a report on the Listed Building Application	17a
b) Boxing Club – To receive an update	No papers
c) Buttercross – To receive an update	No papers
18. CALENDAR OF EVENTS	18
To consider a report on the cost of advertising space in the 2013 Calendar of Events	
19. EXCLUSION OF PRESS AND PUBLIC: PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960	No papers
The Chairman 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.	
20. CLOSED SESSION MINUTES	
a) Approve as a correct record and sign the closed session minutes of the Council meeting held on the 28 th May 2012	20a
b) Approve as a correct record and sign the closed session minutes of the Council meeting held on the 16 th July 2012	20b
c) Approve as a correct record and sign the closed session minutes of the Council meeting held on the 31 st July 2012	20c



d)	To receive the draft closed session minutes of the Services Committee meeting held on the 23 rd July 2012	20d
e)	To receive the draft closed session minutes of the Policy & Finance Committee meeting held on the 30 th July 2012	20e
21.	STAFFING & APPEALS SUB-COMMITTEE	
a)	To receive the confidential minutes of the Staffing and Appeals Sub-Committee meeting held on the 16 th July 2012	21a
b)	To consider the recommendations from the Staffing and Appeals Sub-Committee meeting held on the 1 st August 2012	21b
c)	To consider the recommendations from the Staffing and Appeals Sub-Committee meeting held on the 1 st August 2012 (Further information to be tabled at the meeting)	21c
22.	COMPLAINT	
a)	To consider a complaint from a Market Trader	23a
b)	To receive a report from the Market Manager on the complaint	23b
23.	HR AND H&S SERVICES PACKAGE	To be tabled
	To consider proposals from Ellis Whittam and Peninsular	
24.	CEMETERY MATTERS	No papers
	To receive an oral report from the Deputy Town Clerk	
25.	PROPERTY	No papers
	To receive an oral report from the Deputy Town Clerk	

M e m b e r s h i p

Councillors Pound (Town Mayor); Parry (Deputy Mayor); Aitken; Callender; Davies; Draper; Hunt; Leyton-Purrier; McCormack; Newbold; Perks; Phillips; Smithers; Toop; Wilcox

The next Council meeting to will be held on the 15th October 2012