

# LUDLOW TOWN COUNCIL A G E N D A

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

**Contact: Gina Wilding**  
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**Despatch date: 12<sup>th</sup> March 2013**

## COUNCIL

You are summoned to attend a meeting of Ludlow Town Council to be held at  
The Guildhall, Mill Street, Ludlow, on  
Monday 18<sup>th</sup> March 2013 at 7.00pm

Gina Wilding  
Town Clerk

## Key Agenda Items:

***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. **Health and Safety** – Councillors and members of the public are to note that the fire exits can be found to the rear of the building, 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. **Apologies**
3. **Declarations of Interests**
  - a) Disclosable Pecuniary Interest
  - b) Declaration of conflicts of Interest
  - c) Declarations of personal interest
4. **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.
5. **Response to Questions Raised by the Public at the Previous Meeting** – Oral report from the Town Clerk as required.
6. **Ludlow's Unitary Councillors Question and Answer Session** – Ludlow's Unitary Councillors are invited to address any questions to the Committee.
7. **Minutes** – To approve as a correct record and sign the minutes of the **COUNCIL MEETINGS** held on:-
  - a) **9<sup>th</sup> January 2013** (Open Session)
  - b) **28<sup>th</sup> February 2013** (Open and Closed Session)

	<b>ITEM</b>	<b>Attachment</b>	<b>Page No</b>
8.	<b>SHROPSHIRE CAR CLUB – CO-WHEELS</b> To receive a presentation from Mr D Currant on the scheme	<b>No papers</b>	
9.	<b>LUDLOW IN BLOOM</b> To receive a presentation from Lesley Pritchard on the work of Ludlow In Bloom	<b>No Papers</b>	
10.	<b>POLICY &amp; FINANCE COMMITTEE</b> To receive the minutes of the meetings held on the:-		
a)	21 <sup>st</sup> January 2013 (Open and Closed Session)	<b>10a</b>	<b>15</b>
b)	4 <sup>th</sup> March 2013 (Open and Closed Session)(Draft)	<b>10b</b>	<b>23</b>
c)	Consider the recommendations from the Policy and Finance Committee meeting held on the 21 <sup>st</sup> January 2013	<b>10c</b>	<b>33</b>
d)	Consider the recommendations from the Policy and Finance Committee meeting held on the 4 <sup>th</sup> March 2013	<b>10d</b>	<b>35</b>
11.	<b>REPRESENTATIONAL COMMITTEE</b> To receive the minutes of the meetings held on the:-		
a)	21 <sup>st</sup> November 2012	<b>11a</b>	<b>37</b>
b)	19 <sup>th</sup> December 2012	<b>11b</b>	<b>45</b>



c)	16 <sup>th</sup> January 2013	<b>11c</b>	<b>51</b>
d)	13 <sup>th</sup> February 2013 (Draft)	<b>11d</b>	<b>55</b>
<b>12.</b>	<b>SERVICES COMMITTEE</b>		
	To receive the minutes of the meeting held on the:-		
a)	14 <sup>th</sup> January 2013 (Open and Closed Session)	<b>12a</b>	<b>61</b>
b)	25 <sup>th</sup> February 2013 (Open and Closed Session)(Draft)	<b>12b</b>	<b>71</b>
c)	Consider the recommendations from the Services Committee meeting held on the 25 <sup>th</sup> February 2013	<b>12c</b>	<b>81</b>
<b>13.</b>	<b>LUDLOW FRINGE FESTIVAL</b>	<b>13</b>	<b>83</b>
	Further to the recommendation from Services Committee to consider any charges to impose for the hire of the Events Square by the Ludlow Fringe Festival		
<b>14.</b>	<b>STAFFING AND APPEALS SUB-COMMITTEE</b>		
a)	To receive the closed session minutes of the meeting held on the 26 <sup>th</sup> November 2012 (No discussion)	<b>14a</b>	<b>85</b>
b)	To receive the closed session minutes of the meeting held on the 10 <sup>th</sup> December 2012 (No discussion)	<b>14b</b>	<b>89</b>
c)	To receive the closed session minutes of the meeting held on the 12 <sup>th</sup> December 2012 (No discussion)	<b>14c</b>	<b>91</b>
d)	To receive the closed session minutes of the meeting held on the 20 <sup>th</sup> December 2012 (No discussion)	<b>14d</b>	<b>95</b>
e)	To receive the closed session minutes of the meeting held on the 9 <sup>th</sup> January 2013 (No discussion)	<b>14e</b>	<b>97</b>
f)	To receive the draft closed session minutes of the meeting held on the 26 <sup>th</sup> February 2013 (No discussion)	<b>14f</b>	<b>99</b>
<b>15.</b>	<b>TWINNING SUB-COMMITTEE</b>		
a)	To receive the draft minutes of the meeting held on the 21 <sup>st</sup> February 2013	<b>15a</b>	<b>101</b>
b)	Consider the recommendations from the Twinning Sub-Committee meeting held on the 21 <sup>st</sup> February 2013	<b>15b</b>	<b>105</b>
<b>16.</b>	<b>QUEEN'S DIAMOND JUBILEE</b>	<b>16</b>	<b>107</b>
	Note the final accounts of the Queen's Diamond Jubilee Group		
<b>17.</b>	<b>COMMITTEE CALENDAR</b>	<b>17</b>	<b>113</b>
	To consider moving the Representational Committee meeting in May from the 8 <sup>th</sup> to the 1 <sup>st</sup>		
<b>18.</b>	<b>PARKING MATTERS</b>		
a)	To receive comments from local residents and traders on Sunday Parking charges	<b>18a</b>	<b>115</b>
b)	To receive a report on the ownership of town car parks	<b>18b</b>	<b>123</b>



<b>19. HONORARY FREEMEN AND FREEWOMEN</b>	<b>19</b>	<b>125</b>
To consider a report from the Town Clerk		
<b>20. BUTTERCROSS INTERPRETATION CENTER</b>	<b>No papers</b>	
To receive a verbal update from the Town Clerk		
<b>21. EXCLUSION OF PRESS AND PUBLIC: PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960</b>	<b>No papers</b>	
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.		
<b>22. CLOSED SESSION RECOMMENDATIONS FROM POLICY AND FINANCE COMMITTEE</b>	<b>22</b>	<b>127</b>
Consider the closed session recommendations from the Policy and Finance Committee meeting held on the 4 <sup>th</sup> March 2013		
<b>23. CODE OF CONDUCT</b>	<b>23</b>	
To receive the findings of case SC/0712	<b>Bundle in envelope</b>	
<b>24. CEMETERY REGISTERS</b>	<b>24</b>	<b>129</b>
To receive a report from the Town Clerk		

### **M e m b e r s h i p**

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

**The next Council meeting will be held on the 15<sup>th</sup> May 2013**