

Services Committee 8.9.2021

Delegated Authority Actions

In the interests of transparency, the council has created a temporary process to retain all the elements of good governance including publically accessible meetings, and councillor debate resulting in majority agreement. The majority agreement will be recorded and published as a recommendation for the Town Clerk to action under emergency delegated authority.

PRESENT

Councillors: Durnall, Garner, Lyle, O'Neill, Perks (Chair), Pote and Waite.

Apologies from Councillors: Boddington and Parry

Staff: Kate Adams (Deputy Town Clerk)

DECLARATIONS OF INTEREST

Disclosable Pecuniary Interests

<u>Member</u>	<u>Item</u>	<u>Reason</u>
Waite	10	Husband's company is BCS, who are used for IT work

Conflicts of Interest

<u>Member</u>	<u>Item</u>	<u>Reason</u>
Nil		

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Personal Interests

<u>Member</u>	<u>Item</u>	<u>Reason</u>
Lyle	9	Involvement with the Fairtrade Group
	11	Knows the occupier of the Readers House
	12	Nearby resident of Housman play area
Perks	9,11,12	Volunteer bench repairs

PUBLIC OPEN SESSION (15 minutes)

No members of the public were present.

LUDLOW UNITARY COUNCILLORS SESSION

No unitary Councillors were present.

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Delegated Authority No.	<u>Recommendation</u>	Action	Status	Date	action under
8.9.2021					
DA/SER/21/16	<p><u>MINUTES</u></p> <p>Noted that minutes of 14th July will be carried over until next legally constituted committee meeting.</p> <p><u>NOTED RP/EG (unanimous)</u></p>	Bring to next formal meeting.	Ongoing	9.9.2021	
DA/SER/21/17	<p><u>ITEMS TO ACTION</u></p> <p>Items to action noted.</p> <p><u>NOTED BW/RP (unanimous)</u></p>	None	Complete	9.9.2021	
DA/SER/21/18	<p><u>CASTLE GARDENS</u></p> <p>a) To note the work that has taken place and thank the volunteers for their work</p> <p><u>NOTED RP/DL (unanimous)</u></p> <p>b) To note that the Guerilla gardeners and the Fairtrade group are working together on plans</p>	<p>Write an email to the GG from Services Committee.</p> <p>Communicate with the GG and Fairtrade</p>	<p>Complete</p> <p>Complete</p>	<p>Sept 2021</p> <p>Sept 2021</p>	

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	<p>for the Fairtrade bed and will bring them back to Committee.</p> <p><u>NOTED GP/RP (unanimous)</u></p>	<p>Group to provide a report for a future Services meeting.</p>		
DA/SER/21/19	<p><u>LUDLOW MUSEUM AT THE BUTTERCROSS</u></p> <p>a) To note the update on Ludlow Museum at the Buttercross</p> <p><u>NOTED EG/DL (unanimous)</u></p> <p>b) To recommend further exploration of a card payment system, and that a comprehensive report is presented to Full Council for consideration.</p> <p><u>NOTED DL/EG (unanimous)</u> Cllr Waite did not vote on this item.</p>	<p>To formally thank Friends of Ludlow Museum for subsidising the entry fee and to recognise the contribution this makes to LTC.</p> <p>Further work on this item.</p>	<p>Complete</p> <p>Ongoing</p>	<p>Sept 2021</p>
DA/SER/21/20	<p><u>GRASS CUTTING AT ST LAURENCES</u></p> <p>To consider the proposed agreement with St Laurence's church office.</p>	<p>Further work to be completed and queries</p>	<p>Ongoing</p>	

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	<u>AGREED GP/RP (unanimous)</u>	clarified with the Town Clerk.		
DA/SER/21/21	<p><u>ANNUAL INDEPENDENT PLAY AREA CHECKS</u></p> <p>a) To consider the play area reports and approve immediate action in line with financial regulations for high risk and some moderate risk recommendations as stated in the report.</p> <p><u>AGREED GP/JD (unanimous)</u> Good summary and easy to read so that priorities are visible. Endorse work done on the report and as part of a one year action plan.</p> <p>b) To note that quotations for low risk recommendations will be brought to a future meeting.</p> <p><u>NOTED RP/DL (unanimous)</u></p>	Works to be priced up/allocated to DLF according to report and any necessary information/ updates to be brought back to Committee.	Ongoing	
DA/SER/21/22	<p><u>EXCLUSION OF PRESS AND PUBLIC</u></p> <p><u>AGREED GP/DL (unanimous)</u></p>	No action	Complete	10.9.2021

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	8pm Cllr Pote left the meeting.			
DA/SER/21/23	<u>TREE SURVEY WORKS</u> To consider the report and quotations for works identified during the tree survey. <u>AGREED GG/RJ (unanimous)</u> Having considered the quotations to ask the Deputy Town Clerk to liase with Hayton Tree Services with a view to allowing up to an additional £325 to include the ivy severance to remove a job from the DLF workload.	Contractors are updated and work is arranged with Hayton Tree Services.	Awaiting date from Contractor Ongoing	
DA/SER/21/24	Services Committee request future consideration by Policy and Finance Committee of environmental implications of procurement and policies. <u>AGREED GP/EG (unanimous)</u>	Email Town Clerk & Finance Officer.	Complete	Sept 2021
DA/SER/21/25	<u>TREE AT HENLEY ORCHARDS</u> a) That advice from Shropshire Council is accepted. <u>AGREED GP/JD (unanimous)</u>	No action	Complete	

