



MINUTES

Minutes of a meeting of the **COUNCIL** held in the Guildhall, Mill Street, Ludlow on **MONDAY 14th OCTOBER 2013 at 7.00PM.**

FC/219 PRESENT

Chairman: Councillor Smithers, Mayor

Councillors: Copley; Draper; Ginger; Holcombe; Jones; Kemp; Lyle; Mold; Parry; Perks; Sheward; Toop

Officers: Gina Wilding, Town Clerk;
Lucy Jones, Finance Secretary

Also in Attendance: Colin Williams, Team Rector
Shaun Ward, Project Coordinator
Dr J Robertson
Joanna Layton

FC/220 HEALTH & SAFETY

The Mayor informed Councillors and members of the public of the fire exits, fire assembly point and asked that everyone sign the attendance log.

FC/221 APOLOGIES

Apologies for absence were received from Councillors J. Newbold and S. Newbold.

FC/222 DECLARATIONS OF INTEREST

Disclosable Pecuniary Interests

<u>Member</u>	<u>Interest</u>	<u>Reason</u>
V. Parry	Tribunal – Expenses	Witness
G. Perks	Tribunal – Expenses	Witness
C. Sheward	Tribunal – Expenses	Witness
J. Smithers	Tribunal – Expenses	Witness
P. Toop	Tribunal – Expenses	Witness

Conflicts of Interest

<u>Member</u>	<u>Interest</u>	<u>Reason</u>
A. Copley	Coder Road Amenity Skip	Works for the Shropshire Furniture Scheme

V. Parry	Tribunal	Witness
J. Smithers	Tribunal	Witness

Personal Interests

<u>Member</u>	<u>Interest</u>	<u>Reason</u>
P. Draper	Core Budget Grant Parade Marshall	Spouse works at St Laurence's Church Member of RBL
R. Jones	Parade Marshall	Member of RBL
D. Lyle	Core Budget Grant	Steward at St Laurence's Church and Supporter of Vision Project
V. Parry	Lower Broad Street Residents Assoc Core Budget Grant Parade Marshall	Chairman of Ludlow in Bloom Worshiper at St Laurence's Church Member of RBL
G. Perks	Core Budget Grant Coder Road Amenity Skip	Worshiper at St Laurence's Church User of site
J. Smithers	Parade Marshall Memorial Appeal	Member of RBL Ex-Serviceman
P. Toop	Core Budget Grant	Worshiper at St Laurence's Church & Member of PCC

FC/223 PUBLIC OPEN SESSION (15 minutes)

There were four members of the public and press present.

Mr P. Gill, Waterside, Temeside, Ludlow, stated that he found it incredible for a town of this size that the NHS website advised that the nearest NHS dentist accepting new patients is in Bridgnorth.

Councillor Jones advised that the Stepping Stone Surgery was now taking on new patients.

Mr Gill went on to ask why residents on street such as Brand Lane were being permitted to claim areas of the pavement as private parking bays. This was causing an obstruction to pedestrians and was not being enforced by traffic wardens.

Ms L. Pritchard, Old Street, Ludlow, stated that the bridges into town currently offered a rather dismal welcome to Ludlow, she therefore fully supported the addition of planters to the bridges particularly the type on poles (as seen in Corve Street) which offer a beautiful display without obstructing the views.

FC/224 PUBLIC OPEN SESSION FEEDBACK (15 minutes)

The Town Clerk stated that all questions had been answered at the previous meeting.

FC/225 UNITARY COUNCILLORS SESSION

Unitary Councillor V Parry, Ludlow South, stated that thanks to the continued funding support of Shropshire Council SALC will continue to operate and provide advice and training to Town and Parish Councils across Shropshire.

Councillor Parry informed the Council that Shropshire Council were considering merging the North, Centre and South Planning Committees into one Committee that would consider all Shropshire planning matters in Shrewsbury. She encouraged Ludlow Town Council to express their views on this matter to Shropshire Council as soon as possible.

FC/226 MINUTES

RESOLVED (unanimous) RJ/PT

That the minutes of the Council meeting held on the 2nd September 2013, subject to the addition of the sentence "and invite R&B Travel to attend a meeting of the Council" to the resolution at minute FC/179, be approved as a correct record and signed by the Chairman.

FC/227 RESOLVED (unanimous) PT/DL

That the closed session minutes of the Council meeting held on the 2nd September 2013, be approved as a correct record and signed by the Chairman.

FC/228 POLICY & FINANCE COMMITTEE

a) Minutes

RESOLVED (11:0:1) PD/PT

That the open and closed session minutes of the Policy and Finance Committee meeting held on the 30th September 2013, be received.

Councillor Mold entered the meeting at 7.30pm

FC/229 b) Recommendations

The Mayor advised that the War Memorial base had now been repaired by Shropshire Council, who were considering the installation of additional bollards around the Memorial.

RESOLVED (11:0:2) PD/PK

Ludlow Consortium

That:-

- i) Ludlow Town Council agree to become one of the Lead Applicants for the Ludlow Consortium.
- ii) Ludlow Town Council agrees in principal to provide some match funding to the Ludlow Consortium, the sum to be considered by Council at a future date.

Request to Plant a Bed Up in the Fairtrade Logo

That:-

- i) the request for the circular bed in Castle Gardens nearest to the Castle to be planted in the Fairtrade logo for 2014 be granted.
- ii) the Direct Labour Force carry out the planting.
- iii) Ludlow Town Council will pay for the plants required up to the usual cost of planting the bed, any excess expenditure to be met by the organisation.
- iv) a Policy be drawn up to regularise this issue.

December Tinsel Tuesday Markets

That:-

- i) the Chamber of Commerce organise Tinsel Tuesday Markets on 3rd, 10th, 17th December 2013 with the same support from the Town Council as in 2012, namely half price rent and a £400 contribution towards advertising;
- ii) the NMTF (Ludlow) Branch be asked to present a proposal and outline framework in early 2014 to facilitate joint working with the Chamber for Tinsel Tuesday Market in 2014.
- iii) the dates of the Tinsel Tuesday Markets in 2014 be agreed as the 9th, 16th and 23rd December and be included in the Ludlow Calendar of Events.

Amenity Areas - Teenage Shelter

That:-

- i) the teenage shelter not be removed.
- ii) the loose concrete and brick base should be removed only leaving a concrete base for the shelter to stand on and the surrounding area be levelled and seeded;
- iii) a notice be erected advising users that the shelter is under review and if it is misused during the subsequent 6 months it will be removed.
- iii) the situation of the shelter be reviewed 6 months.
- iv) the Town Clerk continues to investigate the shelters ownerships issues.

Request for Play Equipment at Weyman Road

That the request is denied and the area remains a grassed play area.

Cemetery Matters

That:-

- i) the Cemetery Car park gates be closed at 6pm in the winter and 9pm in the summer months;
- ii) a letter be sent to Mr and Mrs Roberts informing them of the decision;

- iii) the Town Clerk be authorised to arrange closure of the gates;
- iv) appropriate signage is displayed.

Cemetery Information Board

That:-

- i) the Type 2 wooded information board is used;
- ii) the quotation from Signrite be accepted.

Policies

That:-

- i) subject to the substitution of the word “Blackberry” for “mobile phone” at clause 3.2, Lone Worker Policy be adopted.
- ii) the Vehicle Policy, subject to the addition of clauses prohibiting smoking within the vehicles and the use of Mobile phone whilst driving unless using a hands-free kit, be adopted.
- iii) the Retention and Destruction Policy be adopted.

War Memorial

That:-

- i) Ludlow Town Council purchase planters to be placed on the War Memorial Square 1 metre in from the curb, at a distance that prevent vehicles passing between them.
- ii) Ludlow in Bloom be asked to manage and maintain the planting of the tubs.
- iii) Shropshire Council be asked to contribute to the cost of the planters.

FC/230 REPRESENTATIONAL COMMITTEE

a) Minutes – 28th August 2013

RESOLVED (11:0:2) PT/PD

That the minutes of the Representational Committee meetings held on the 28th August 2013, be received.

FC/231 b) Minutes – 25th September 2013

RESOLVED (12:0:1) PT/PD

That the minutes of the Representational Committee meetings held on the 25th September 2013, be received.

FC/232 SERVICES COMMITTEE

RESOLVED (Unanimous) VP/PD

That the minutes of the Services Committee meeting held on the 23rd September 2013, be received.

FC/233 AGENDA ORDER

RESOLVED (unanimous) JS/VP

That the Agenda order be amended to consider a presentation from St Laurence's Church requesting an Annual Core Budget Grant next.

FC/234 ANNUAL CORE BUDGET GRANT APPLICATION

Shaun Ward, Project Co-ordinator for St Laurence's Church made a presentation on the Vision Project and how the grant would be used.

Members agreed that the installation of a heating system would make the church a more usable space and encourage more visitors. Councillor Jones pointed out that St Laurence's Church was not the only church in or denomination in Ludlow.

There was a discussion around the core grant and impact of the grant.

RESOLVED (11:1:1) VP/NH

That an Annual Core Budget Grant be awarded to St Laurence's Church of £27,000 (in instalments of £9,000 over three years 2014-2016).

FC/235 CODER ROAD AMENITY SKIP AND RECYCLING SITE CONSULTATION

Councillor Perks asked if Shropshire Council had researched the potential cost to landowners an increase in fly-tipping from the closure of this site could cause.

Councillor Toop left the meeting at 7.55pm

Councillor Lyle pointed out the potential carbon footprint increase should all users of this site have to travel to Craven Arms in the future. Councillor Ginger added that Ludlow had a significantly larger population than Craven Arms therefore it was more sensible to retain the Ludlow site. Councillor Kemp pointed out that the Ludlow Housing stock was increasing and therefore there would be more need for this site in future years.

Councillor Toop rejoined the meeting at 8.00pm

Councillor Parry stated that she understood that the site was used by up to 800 people per week. Councillor Draper agreed that it was always busy.

RESOLVED (Unanimous) JS/PK

That the Town Clerk write a letter to Shropshire Council stating that Ludlow Town Council fully supports keeping the Coder Road Amenity Skip and Recycling Site open.

FC/236 PARADE MARSHALL

RESOLVED (Unanimous) PD/PK

That Mr David Davis be appointed Parade Marshall for Ludlow Town Council.

FC/237 LOWER BROAD STREET RESIDENTS ASSOCIATION

RESOLVED (Unanimous) JS/GP

That the Town Clerk write a letter to the Lower Broad Street Residents Association stating that the Chairman of Ludlow in Bloom has advised the Council that no decision on planters on Ludlow bridges has been made and that Ludlow in Bloom would be consulting residents prior to making their decision.

FC/238 KINGS SHROPSHIRE LIGHT INFANTRY MEMORIAL APPEAL

RESOLVED (12:0:1) NH/VP

That Ludlow Town Council makes a donation of £200.00 to the Kings Shropshire Light Infantry Memorial Appeal.

FC/239 PLANTING SCHEME

Member supported the principal of scheme to increase bio-diversity and the proliferation of insects.

RESOLVED (Unanimous) RJ/GP

That:-

- i) Phases 1 and 2 be completed in 2013/14
- ii) Phase 3 be delayed until 2015/16 in order to utilise the splitting of established plants in Phases 1 and 2.

Councillor Jones left the meeting at 8.30pm

FC/240 LUDLOW HOSPITAL

Councillor Jones rejoined the meeting at 8.35pm

Councillor Perks stated that when he was a Member of South Shropshire District Council he had been advised that the current Ludlow Hospital required 1 million pounds of investment in order to ensure a serviceable life for ten years. He added that the sum mentioned in point 6.2 (iii) undermined the commitment to the facility.

Councillor Mold left the meeting at 8.40pm

RESOLVED (Unanimous) JS/PD

That the Town Clerk write a letter in response to the Ludlow Health Facility Report to include the following comments:-

- i) the Town Council fully supports recommendation 6.2 (ii) of the report .
- ii) the funds committed in recommendation 6.2 (iii) do not seem sufficient.
- iii) the Town Council supports recommendation 6.2 (iv).
- iv) the Town Council has concerns regarding the terms of reference of the Task Force recommended at 6.2 (v) and wish to have a Ludlow Town Council representative on the Task Force.

FC/241 SAMDEV

Question 1

RESOLVED (9:2:1) PT/GP

That Ludlow Town Council's answer to the SAMDev Revised Preferred Options July 2013 question 1 be "No, Ludlow does not currently have the infrastructure to support the proposed increase. The amount should be reduced until infrastructure has been improved to accommodate. We would prefer an overall housing requirement for Ludlow between 2006 and 2026 of 750 to 800 houses".

FC/242 Question 2

RESOLVED (unanimous) JS/PD

That Ludlow Town Council's answer to the SAMDev Revised Preferred Options July 2013 question 2 be "No, or at anytime in the future until a long term hospital facility is agreed".

FC/243 Question 3

RESOLVED (11:1:0) GP/PT

That Ludlow Town Council's answer to the SAMDev Revised Preferred Options July 2013 question 3 be "Yes, subject to the comments made by Ludford Parish Council and the provision of necessary infrastructure".

FC/244 Question 4

RESOLVED (9:2:1) PT/PD

That Ludlow Town Council's answer to the SAMDev Revised Preferred Options July 2013 question 4 be "Yes, subject to the comments made by Ludford Parish Council and the provision of necessary infrastructure".

FC/245 EXTENTION OF THE MEETING

RESOLVED (Unanimous) JS/PD

That in accordance with Standing Order the meeting be extended by 30 minutes.

FC/246 Question 5

RESOLVED (unanimous) GP/PT

That Ludlow Town Council's answer to the SAMDev Revised Preferred Options July 2013 question 5 be "That development should only be considered once Ludlow's brown field sites have been exhausted and current industrial sites have been upgraded so that they are fit for purpose".

FC/247 Question 6

RESOLVED (unanimous) GG/PK

That Ludlow Town Council's answer to the SAMDev Revised Preferred Options July 2013 question 6 be "Yes".

FC/248 Question 7

RESOLVED (unanimous) PT/GP

That Ludlow Town Council's answer to the SAMDev Revised Preferred Options July 2013 question 7 be "Members are not convinced that the development or employment land has been considered in a joined up way. Insufficient information has been provided to fully consider the long term implications of the SAMDev. Key Worker/Affordable Housing should be at the forefront of the housing agenda".

FC/249 ANNUAL RETURN

RESOLVED (Unanimous) JS/GP

That:-

- i) the Annual Return for 2012/13 be noted.
- ii) staff be thanked for the completion and presentation of the Annual Return to Council.

Councillors Parry, Perks, Sheward, Smithers and Toop left the meeting at 9.10pm

FC/250 TRIBUNAL

RESOLVED (Unanimous)

That:-

- i) Ludlow Town Council pay reasonable travel expenses (including mileage as per current policy and other forms of transport) for their witnesses travel to and from the Tribunal.
- ii) Ludlow Town Council does not pay any subsistence or loss of earnings costs incurred by their witnesses during the Tribunal.

Councillors Parry, Perks, Sheward, Smithers and Toop rejoined the meeting at 9.15pm

FC/251 EXCLUSION OF PRESS AND PUBLIC: PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

The Chairman moved 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.

RESOLVED (Unanimous) JS/RJ

That the public be excluded and the meeting continue in closed session.

The meeting closed at 10.00pm.

Town Mayor

Date

N.B. Closed Session Minutes will be issued.