



MINUTES

Minutes of the Council meeting of the **COUNCIL** held in the Guildhall, Mill Street, Ludlow on **MONDAY 17th JUNE 2013** at **7.00PM**.

FC/84 PRESENT

Chairman:	Councillor Smithers, Mayor
Councillors:	Draper; Ginger; Perks; Parry; Toop
Officers:	Gina Wilding, Town Clerk; Stephanie Williams, Admin Assistant Oliver Smith, Admin Assistant
Also in attendance	Ewart Carson, Independent Verifier Unitary Councillor Rosanna Taylor-Smith

FC/85 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/86 APOLOGIES

Apologies for absence were received from Councillor Newbold.

FC/87 DECLARATIONS OF INTEREST

Disclosable Pecuniary Interests
None declared

Conflicts of Interest
None declared

Personal Interests

<u>Member</u>	<u>Interest</u>	<u>Reason</u>
Cllr Draper	Co-opties	Knows Mr Stewart and Mr Boddington
Cllr Ginger	Co-opties	Knows some of the applicants
Cllr Perks	Co-opties	Knows some of the applicants
	Clee View Ward	Know the person who compiled the list of ten electors.

Cllr Parry	Co-opties Ludlow in Bloom	Knows some of the applicants Mr Boddington has been assisting with Ludlow in Bloom
Cllr Smithers	Co-opties	Knows some of the applicants
Cllr Toop	Co-opties	Knows some of the applicants

FC/88 PUBLIC OPEN SESSION (15 MINUTES)

There were eight members of the public and press present.

Mrs Joyce Brand of 3 College Street, Ludlow asked if the letter she submitted on 5th May 2013 to Ludlow Town Council, on the subject of co-options, was going to be discussed at the meeting. She also said she was very proud to live in Ludlow and hoped that the Town Council will be more effective in the future.

The Town Clerk responded to Mrs Brand that the letter was not part of the agenda.

FC/89 PUBLIC OPEN SESSION FEEDBACK (15 minutes)

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

FC/90 UNITARY COUNCILLORS SESSION

Councillor R. Taylor-Smith, Ludlow North stated that she was pleased to see such a good attendance at the meeting but was disappointed that more people hadn't applied to be elected onto Ludlow Town Council.

She informed Members that the next LJC meeting is on Thursday 20th June 2013 and will be held at Bishop Hooper Primary School, Ashford Carbonell, this will be an opportunity for Members to have a look at the new school.

Councillor R. Taylor-Smith also informed Council of the 'The Ludlow Traveller' launch.

FC/91 MINUTES**a) 15th May 2013 – Open Session****RESOLVED (unanimous) GP/VP**

That the minutes of the Council meeting held on the 15th May 2013, be approved as a correct record and signed by the Chairman.

FC/92 b) 15th May 2013 – Closed Session

RESOLVED (5:1:1) PT/PD

That the closed session minutes of the Council meeting held on the 15th May 2013, be approved as a correct record and signed by the Chairman.

FC/93 c) 30th May 2013 – Open session

RESOLVED (unanimous) GP/PT

That the minutes of the Council meeting held on the 30th May 2013, be approved as a correct record and signed by the Chairman.

FC/94 d) 30th May 2013 - Closed session

RESOLVED (unanimous) GP/PT

That the closed session minutes of the Council meeting held on the 30th May 2013, be approved as a correct record and signed by the Chairman.

FC/95 INTERNAL AUDIT REPORT

Councillor Perks congratulated Town Clerk and staff on their work. The Town Clerk stated that Risk Assessments would be put to a future Council meeting.

RESOLVED (unanimous) JS/PD

That the Internal Auditor's Report be noted.

FC/96 ANNUAL RETURN

Councillor Perks congratulated the Town Clerk and staff.

RESOLVED (unanimous) JS/PD

That the Annual Return be approved and sent to the External Auditor.

FC/97 CO-OPTIONS

The Mayor welcomed the co-option applicants to the meeting and explained the majority voting procedure that Members will follow in co-opting new Councillors to Ludlow Town Council. Applicants were then invited to speak individually for two minutes each.

There was a majority vote for each of the six vacancies. The vote was independently verified by Mr Ewart Carson, Members were co-opted as follows:

Ward	Councillor
Bringewood 1	Mr Paul Kemp
Bringewood 2	Mrs Rose Jones
Gallow Bank 1	Mr Nicholas Holcombe
Gallows Bank 2	Mr Adrian Cobley
Hayton	Mr Terry Mold
Rockspring	Ms Diane Lyle

FC/98 DECLARATION OF ACCEPTANCE OF OFFICE

The co-opted Councillors signed the Declaration of Acceptance of Office which was witnessed and countersigned by the Town Clerk.

Councillor Perks and Mr Ewart Carson left the meeting at 8.45pm

FC/99 CLEE VIEW WARD CASUAL VACANCY

RESOLVED (unanimous) JS/PD

That it be noted that an Election had been called on 22nd August 2013 in the Clee View Ward following the resignation of Councillors Phillips and Pound.

FC/100 MEETING PROTOCOL

Councillor Ginger suggested that double sided name plates would be advisable at meetings to help identify Members.

RESOLVED (unanimous) PD/PT

That the Meeting Protocol be adopted.

FC/101 STANDING ORDERS

RESOLVED (unanimous) JS/PT

That Standing Orders be suspended in order to reconsider Committee Membership and Representatives on Outside Bodies.

FC/102 COMMITTEE MEMBERSHIP

a) Services Committee

RESOLVED (unanimous) JS/PD

That in addition to existing Members Councillors Cobley, Jones, Kemp and Mold become Members of the Services Committee.

FC/103 b) Representational Committee

RESOLVED (unanimous) JS/RJ

That in addition to existing Members Councillors Holcomb, Kemp, Lyle and Mold become Members of the Representational Committee.

FC/104 c) Policy and Finance Committee

RESOLVED (unanimous) JS/PD

That:-

- i) the Council accepts Councillor Toop's resignation as a member of Policy and Finance Committee
- ii) in addition to existing Members Councillors Cobley, Holcombe, Kemp and Mold become Members of the Policy and Finance Committee.

FC/105 EXTENSION OF THE MEETING

RESOLVED (unanimous) PT/JS

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

FC/106 REPRESENTATIVES ON OUTSIDE BODIES

RESOLVED (unanimous) JS/PT

That:-

- i) Councillor Toop become the Council's representative for Fairtrade.
- ii) Councillor Parry become the Council's representative for The Ludlow Traveller.

FC/107 RESOLVED (unanimous) VP/PD

That Councillor Jones become the Council's second representative for Ludlow in Bloom.

FC/108 RESOLVED (unanimous) JS/RJ

That:-

- i) Councillor Parry resign as the Council's representative on the Flood Forum.
- ii) Councillor Lyle become the Council's representative on the Flood Forum.

FC/109 RESOLVED (unanimous) JS/RS

That Councillor Perks become the Council's representative for Ludlow Walkers are Welcome and Ludlow Defibrillator 4 You.

FC/110 RESOLVED (unanimous) JS/PT

That Councillor Mold become the Council's second representative for Ludlow Assembly Rooms.

FC/111 RESOLVED (unanimous) JS/RJ

That the Deputy Mayor, Councillor Draper deputises as the Council's representative for Ludlow Hospital in the absence of the Mayor.

The meeting closed at 9:20pm

Town Mayor

Date

NB: No closed session minutes will be issued