

# 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: 25<sup>th</sup> October 2023**

### COUNCIL

You are summoned to attend the Meeting of Ludlow Town Council to be held  
at the Guildhall, Mill Street, Ludlow SY8 1AZ  
**30<sup>th</sup> October 2023 at 7.00pm**

*Gina Wilding*

Gina Wilding  
Town Clerk

### Key Agenda Items:

- POLICE COMMUNITY CHARTER
- STORM DAMAGE
- SEASONAL TASKS

*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. Welcome from the Mayor and essential housekeeping information.**

Councillors and members of the public are to note that the fire exit can be found to the 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. Recording of Meetings – Under the Openness of Local Government Regulations 2014, recording and broadcast including blogging, tweeting and other social media is permitted during public session of Council meetings.**

The act of recording and broadcasting must not interfere with the meeting.

The Council understands that some members of the public may not wish to be recorded and asks that they make this known immediately.

**3. Apologies**

To receive Councillors' apologies.

Schedule 12 of the Local Government Act 1972 requires a record to be kept of the members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Parish Clerk as it is usual for the grounds upon which apologies are tendered also to be recorded. Under Section 85(1) of the Local Government Act 1972, members present must decide whether the reason(s) for a member's absence are accepted.

**4. Declarations of Interests**

To receive declarations of interests for:

- a) Disclosable Pecuniary Interest
- b) Declaration of conflicts of Interest
- c) Declarations of personal interest

*Members are reminded that they must not participate in the discussion or voting on any matter in which they have a Disclosable Pecuniary Interest and should leave the room prior to the commencement of the debate. (Disclosable Pecuniary Interests) Regulations 2012 (SI 2012/1464)*

**5. 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. Public Bodies (admissions to meetings) Act 1960 s 1 extended by the LG Act 972 s 100.**

**6. Ludlow Police Update – To receive an update from Ludlow Police.**

**7. Ludlow's Unitary Councillors Session – Ludlow's Unitary Councillors are invited to provide updates on Unitary Council matters related to Ludlow.**



**8. Minutes**

To approve as a correct record the open and closed minutes of **COUNCIL** minutes of **MONDAY 18<sup>th</sup> September 2023**.

**9. Items to Action**

To note the items to action sheet from Monday 18<sup>th</sup> September 2023.

<b>ITEM</b>	<b>Attachment</b>
<p><b>10. POLICE COMMUNITY CHARTER</b> To review the council's priorities and respond to the request from the local police.</p>	<b>10.</b>
<p><b>11. CHANGES TO FIRE SAFETY LEGISLATION</b> To note the changes and that a review of Fire Risk assessments will be undertaken to ensure compliance.</p>	<b>11.</b>
<p><b>12. LEASE HIRE WORK VANS</b> To consider a report.</p>	<b>12.</b>
<p><b>13. LAND OWNERSHIP INFORMATION</b> To consider the report.</p>	<b>13.</b>
<p><b>14. PROPOSED ADDITION TO THE GRANTS CRITERIA WORDING</b> To consider the report.</p>	<b>14</b>
<p><b>15. COMMITTEE AND TASK AND FINISH GROUP MEMBERSHIP</b> <b><i>Suspend Standing Order 7a to revisit committee membership</i></b> a) To approve Councillor Hall's committee membership as notified at the meeting. b) To approve the formation and membership of a Standing Orders Task &amp; Finish Group to hold its first meeting to agree its terms of reference to bring back to Council for approval. <b><i>Re-instate Standing Order 7a</i></b></p>	<b>no papers</b>
<p><b>16. CAPACITY, WORKLOADS AND SEASONAL TASKS</b> To receive a report.</p>	<b>16</b>
<p><b>17. PARKING ON THE MARKET SQUARE</b> To receive a verbal update on FC/122 and FC/123 regarding parking on the market square.</p>	<b>No papers</b>
<p><b>18. WEBSITE UPDATES</b> To receive a report.</p>	<b>18</b>
<p><b>19. STORM DAMAGE</b> To receive a report.</p>	<b>19</b>
<p><b>20. COMMITTEE AND TASK &amp; FINISH GROUP MEETING DATES</b></p>	<b>No papers</b>



a)	To approve the following Climate Action meeting dates for inclusion in the annual calendar at 9:30 am on: 16 <sup>th</sup> November 2023; 4 <sup>th</sup> January 2024; 15 <sup>th</sup> February 2024; 28 <sup>th</sup> March 2024.	
b)	To note the following Budget Task & Finish Group meeting dates at 9:30 am on: 9 <sup>th</sup> November 2023; 23 <sup>rd</sup> November 2023; 11 <sup>th</sup> January 2024.	
<b>21.</b>	<b>COMMITTEE RECOMMENDATIONS</b> To approve the recommendations from Policy & Finance Committee	<b>21</b>
<b>22.</b>	<b>EXCLUSION OF PRESS AND PUBLIC: PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960</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>No papers</b>
<b>23.</b>	<b>HR &amp; H&amp;S CONTRACT QUOTES</b> To consider a report and quotations	<b>23</b>
<b>24.</b>	<b>ADVANCE NOTICE OF EVENT DATES</b> To note the information.	<b>24</b>
<b>25.</b>	<b>PHOTOCOPIER AGREEMENT</b> To consider a report	<b>25</b>

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

Councillors Ginger (Town Mayor); B Waite (Deputy Mayor); Childs; Garner; Gill; Hall; Jones; Lyle; O'Neill, Pote, Parry, Tapley, Thompson, Urka and S. Waite.

**The date of the next Council meeting is 11<sup>th</sup> December 2023.**