



## MINUTES

Minutes of a meeting of the **COUNCIL** held in the Guildhall, Mill Street, Ludlow on **MONDAY 7<sup>th</sup> SEPTEMBER 2020** at **7.00 PM**.

### **FC/60     PRESENT**

Chairman:                    Councillor Gill

Councillors:                Adams; Copley Garner; Ginger; Naysmith; Parry; Sheward and Smithers.

Officers:                     Gina Wilding, Town Clerk  
Naomi Brotherton, Senior Admin Assistant  
Tony Caton, Market Officer  
Sean Turgoose, DLF Supervisor

### **FC/61     VIRTUAL MEETING WELCOME**

Mayor Councillor Tim Gill welcomed everyone to the virtual Full Council meeting, introduced the Councillors present, and explained that:

This is a formal Town Council meeting and will be held, just as ones in the Guildhall, using the published agenda.

As with meetings in the Guildhall, members of the public will be given the opportunity to speak during public participation, but will not be permitted, unless invited to do so by the Chairman, to speak at other times.

The Clerk has the ability to mute or remove anyone who does cause a nuisance, but of course, we hope that this won't be necessary.

It is impossible to hear if everyone speaks at once. So that we have some order, I'd be grateful if you could speak one at a time and use the 'reactions' button at the bottom of the Zoom screen and raise your virtual hand if you'd like to speak.

Please note that we will not be using the 'chat' function and will not be sharing any files via Zoom. In order to avoid your technology being compromised, please do not use Chat and do not respond to any messages made via Chat.

### **FC/62     RECORDING OF MEETINGS**

The Mayor notified those present that under the Openness of Local Government Regulations 2014, recording and broadcasting 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 turn off their camera and access the meeting via audio only.

### **FC/63 APOLOGIES**

Apologies were received from Councillors Clarke, Lyle, O'Neill, Perks and Pote.

### **FC/64 DECLARATIONS OF INTEREST**

#### Disclosable Pecuniary Interests

There were none received

#### Conflicts of Interest

<u>Member</u>	<u>Item</u>	<u>Reason</u>
Cllr Cobley	9b	Friends of Friends of Whitcliffe Common Friends of Ludlow Assembly Rooms Synergy Bike Hub – affiliated with Cycle UK Member of Shropshire Wildlife
	13	Grandchildren use the Linney Play Area
Cllr Garner	9b	Town Council Rep for LAYP
Cllr Parry	9b	Chair of Ludlow in Bloom Committee Member for LAYP Knew the resident that passed away mentioned in CAB
Cllr Smithers	9b	Committee Member LAYP and Treasurer for SSYF

#### Personal Interests

<u>Member</u>	<u>Item</u>	<u>Reason</u>
Cllr Garner	9b	Volunteer for LAYP
Cllr Gill	9b	Volunteer at Ludlow Assembly Rooms Mayor's Charity previously raised funds for BEAM In association with LAYP CAB – Mayor's Charity in a previous year
Cllr Parry	9b	Volunteer at Ludlow Assembly Rooms
Cllr Sheward	9b	Knows the applicant for Wildlife Watch, Ludlow
Cllr Smithers	9b	Volunteer LAYP

### **FC/65 PUBLIC OPEN SESSION (15 minutes)**

There were three members of the public present via Zoom. No members of the public wished to speak.

**FC/66**     **UNITARY COUNCILLORS SESSION**

Councillor V Parry, Ludlow South – Councillor Parry informed Council that there would be a virtual meeting of SALC Tuesday evening 8<sup>th</sup> September 2020 to discuss the Local Plan for the 43 Parishes in Shropshire. The Interim Planning Policy Officer from Shropshire Council would be attending and answering questions. All were welcome to join.

Councillor A Boddington, Ludlow North – Councillor Boddington gave apologies for Councillor Huffer, Ludlow East. The main issue he commented was the re-opening of King Street, which was being discussed later on in the agenda. The opening he said, in his opinion, would resolve a lot of issues such as signage and buses.

He urged Council to support the annual core grant applications for LAR (Ludlow Assembly Rooms) and acknowledged that while considerable capital funds had been received by LAR they lacked revenue funding. He stated that in his opinion LAR was vital to the town centre recovery.

Turning to the funding application for the Ludlow Area Youth Partnership (LAYP) he emphasized that the BEAM project supported young people, and that in his opinion during the pandemic young people had been somewhat marginalised and neglected, although this was not intentional, and as things came back to normal young people in the Ludlow area needed to be given the best opportunity possible. He reported that unemployment figures had doubled this year in Ludlow. The next data available for Ludlow would be on 10<sup>th</sup> September with national figures available on 11<sup>th</sup> September.

**FC/67**     **MINUTES – FULL COUNCIL 3<sup>rd</sup> AUGUST 2020**

**RESOLVED (unanimous)    TG/GG**

That the open minutes of Full Council on Monday 3<sup>rd</sup> August 2020 be approved as a correct record by the Chairman.

**FC/68**     **ITEMS TO ACTION – 3<sup>rd</sup> AUGUST 2020**

The Mayor thanked the staff team for completing the items to action as well as all the extra work created by COVID-19.

**RESOLVED (unanimous)    TG/JS**

That the Items to Action be noted.

**FC/69**     **ANNUAL CORE GRANTS CRITERIA**

**RESOLVED (unanimous)    TG/GG**

That the Annual Core Grant Criteria be noted.

**FC/70**     **CITIZEN'S ADVICE, SHROPSHIRE ANNUAL CORE GRANT APPLICATION**

**RESOLVED (unanimous)    GG/TG**

That Annual Core Grant Funding of £2,000 is awarded to Citizen's Advice, Shropshire for 2021-22.

**FC/71**     **FRIENDS OF WHITCLIFFE COMMON ANNUAL CORE GRANT APPLICATION**

**RESOLVED (unanimous)    GG/VP**

That Annual Core Grant Funding of £500 is awarded to Friends of Whitcliffe Common for 2021-22.

**FC/72**     **LUDLOW AREA YOUTH PARTNERSHIP ANNUAL CORE GRANT APPLICATION**

**RESOLVED (unanimous)    GG/AC**

That Annual Core Grant Funding of £3,000 is awarded to Ludlow Area Youth Partnership for 2021-22.

**FC/73**     **LUDLOW IN BLOOM ANNUAL CORE GRANT APPLICATION**

Viv Parry, Chair of Ludlow in Bloom advised Council that photographs had not been included with the application as the tubs and baskets around the town spoke for themselves. She highlighted that new bulbs for the tubs would cost £300 and also three tubs were being replaced due to wear and tear, and vandalism. This would leave a balance of £300 in 2020 / 21. She thanked the Town Council for their support in previous years.

7.35pm Cllr Parry left the meeting

**RESOLVED (unanimous)    TG/GG**

That Annual Core Grant Funding of £3,000 is awarded to Ludlow in Bloom for 2021-22.

7.37pm Cllr Parry re-joined the meeting.

**FC/74**     **LUDLOW TOWN COLTS RESERVES ANNUAL CORE GRANT APPLICATION**

**RESOLVED (unanimous)    VP/CS**

That Annual Core Grant Funding of £1,000 is awarded to Ludlow Town Colts Reserves for 2021-22.

**FC/75**     **LUDLOW VISITOR INFORMATION CENTRE (VIC) ANNUAL CORE GRANT APPLICATION**

**MOTION NOT CARRIED (4:5:0)     GG/VP**

That the Annual Core Grant application is suspended and revisited at a future Full Council meeting when the VIC is re-housed at the LAR is open and fully functioning.

**FC/76**     **RESOLVED (7:0:2)     GG/VP**

That Annual Core Grant Funding of £5,000 is awarded to Ludlow Visitor Information Centre for 2021-22.

**FC/77**     **LUDLOW ASSEMBLY ROOMS ANNUAL CORE GRANT APPLICATION**

**RESOLVED (unanimous)     GG/VP**

That Annual Core Grant Funding of £10,000 is awarded to Ludlow Assembly Rooms for 2021-22.

**FC/78**     **SHROPSHIRE ME GROUP ANNUAL CORE GRANT APPLICATION**

**RESOLVED (unanimous)     VP/GG**

That Annual Core Grant Funding is not awarded for 2021-22.

**FC/79**     **SYNERGY BIKE HUB COMMUNITY INTEREST COMPANY ANNUAL CORE GRANT APPLICATION**

**RESOLVED (unanimous)     PA/VP**

That Annual Core Grant Funding is not awarded for 2021-22.

**FC/80**     **WILDLIFE WATCH, LUDLOW ANNUAL CORE GRANT APPLICATION**

**RESOLVED (unanimous)     GG/RN**

That Annual Core Grant Funding of £500 is awarded to Wildlife Watch, Ludlow for 2021-22.

**FC/81**     **MARKET TOWN SUPPORT FUND**

The Town Clerk updated Council and confirmed that the £20k bid had been successful and the funds had been received. Since then a meeting had taken

place and progress had been made on the orientation panels. The Conservation Officer at Shropshire Council had been consulted in relation to planning permission.

She highlighted that a further design meeting with 'Love Ludlow' would take place on Tuesday 8<sup>th</sup> September to discuss the lamppost banners and bring the project to life.

Following a question from a Member, the Town Clerk confirmed that a requirement of the fund was that it be spent by the end of October, however an extension could be made providing the project made progress and details of how the funds were to be spent was provided.

**RESOLVED (8:1:0) TG/JS**

That the funding of £20,000 award from Shropshire Council and update from the Town Clerk is noted.

**FC/82 LUDLOW MARKET WHOLE MARKET LETS**

**RESOLVED (unanimous) GG/PA**

That proportional rent is charged for Whole Market Lets based on 30 trading spaces, and this be amended as necessary in future to reflect any changes in the number of market trading spaces.

**FC/83 RE-INTRODUCTION OF SPECIALIST MARKETS**

**RESOLVED (unanimous) TG/JS**

That the calendar of specialist markets is re-instated with a limited stall capacity, in line with the general market, and with a pre-booked and pre-paid monthly release of dates.

**FC/84 SUSPEND STANDING ORDERS**

**RESOLVED (unanimous) TG/CS**

That Standing Orders are suspended to allow discussion of Market Trader Activity and reconsideration of increasing the quantity of trading stalls from 30-35.

**FC/85 INCREASING QUANTITY OF MARKET TRADING STALLS**

**RESOLVED (5:4:0) GG/PA**

That there are 30 trading spaces on Ludlow market, and this figure is reviewed again when there is new health information, or government regulations for the council to consider.

**FC/86**     **RE-INSTATE STANDING ORDERS**

**RESOLVED (unanimous)     TG/AC**

That Standing Orders are re-instated.

**FC/87**     **MARKET WASTE**

The Town Clerk updated Council that only two bins of the six bins required had arrived at Castle Street car park, and that one lift had taken place that morning. She advised Members that a bin had still not been received at the Cemetery, and therefore Cheaper Waste had not delivered satisfactorily on their contract.

**RESOLVED (unanimous)     TG/JS**

That the Town Council takes advice from their solicitor regarding their waste contract provision.

**FC/88**     **RESOLVED (unanimous)     TG/VP**

That a budgetary increase of £1,200 for an alternative remedy is approved.

**FC/89**     **RESOLVED (unanimous)     TG/VP**

That Traders are advised that in future they may be charged for unnecessary clean up costs.

**FC/90**     **REPAIRS TO THE STONEMWORK AT THE BUTTERCROSS**

8.24pm Councillor Cobley left the meeting.

**RESOLVED (unanimous)     TG/JS**

That the report be noted and Town Clerk thanked for her work in this matter.

**FC/91**     **STAFFING AT THE BUTTERCROSS**

**RESOLVED (unanimous)     TG/CS**

That the report be noted.

**FC/92     PLAY AREA CLEANING**

**RESOLVED (unanimous)    PA/TG**

That subject to a letter from the insurance stating that the Town Council is covered in the event of a claim, new signage is introduced stating that “use of the equipment is at your own risk”, and that touch point cleansing is reduced to once per week.

**FC/93     RESOLVED (unanimous)    TG/JS**

That other signage is introduced as per government recommendations.

**FC/94     CCTV**

**RESOLVED (unanimous)    TG/JS**

That the update on rolling out Phase 1 is received.

**FC/95     RESOLVED (unanimous)    GG/PA**

That:-

- i) subject to agreement with Shropshire Council Street Lighting Team, the revised location for a CCTV camera on Station Drive is approved.
- ii) a budget of up to £300 is available for electrical works.

**FC/96     STAFF PAY AWARD**

**RESOLVED (unanimous)    TG/GG**

That the Staff Pay Award, based on the 2020-21 National Salary Award provided by NALC be adopted.

**FC/97     SHROPSHIRE FIRE AND RESCUE CONSULTATION**

**RESOLVED (7:0:1)    GG/TG**

That the consultation be noted.

**FC/98     STAFF GRIEVANCE POLICY**

The Town Clerk outlined that a Councillor had repeatedly made allegations that the council’s grievance policy had been improperly followed in 2016. The

Council's HR advisor, Ellis Whittam had confirmed that the Town Council's Policy was lawful and once the grievance had been concluded there was no additional appeal process.

**RESOLVED (5:2:1) TG/JS**

That the content of the report is noted.

**FC/99 RESOLVED (5:3:0) TG/GG**

That the matter is now closed.

**FC/100 COMMITTEE MINUTES**

Representational Committee – 19<sup>th</sup> August 2020

**RESOLVED (7:0:1) GG/CS**

That the Representational Committee minutes of the 19<sup>th</sup> August 2020 be received.

The meeting closed at 8:50 pm

\_\_\_\_\_  
Town Mayor

\_\_\_\_\_  
Date

NB Closed session minutes will not be issued.