



MINUTES

Minutes of the **COUNCIL MEETING** held at Ludlow Methodist Church, Broad Street, Ludlow, on **12th DECEMBER 2022** at **7.00 PM**.

FC/222 PRESENT

Chairman: Councillor Ginger

Councillors: Adams; Garner; Gill; Laurie; Lyle; O'Neill; Parry; Pote; Tapley; Thompson; B. Waite (Deputy Mayor); S. Waite.

Officers: Gina Wilding, Town Clerk
Naomi Brotherton, Senior Admin Assistant

FC/223 HEALTH AND SAFETY

The Mayor welcomed everyone to the Full Council meeting and requested that in the event of a fire alarm, everyone was to leave by the main exit at the front of the building to the fire assembly point on the pavement outside the building.

FC/224 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 asked that they make this known at this point in the meeting.

FC/225 APOLOGIES

Apologies were received from Councillor Jones.

FC/226 DECLARATIONS OF INTEREST

Disclosable Pecuniary Interests

<u>Cllr</u>	<u>Item</u>	<u>Reason</u>
Cllr Laurie	13	Employee of Ludlow Fringe Festival

Conflicts of Interest

<u>Cllr</u>	<u>Item</u>	<u>Reason</u>
Cllr Parry		Ludlow in Bloom

Personal Interests

<u>Cllr</u>	<u>Item</u>	<u>Reason</u>
Cllr Garner	17	Chair/Co-ordinator of the Ukrainian Refugees
Cllr Lyle	13	Knows the festival organisers
	14	Knows the organiser of the Local Produce Market
	15	Knows the festival organisers
Cllr B Waite	10	Has pre-purchased tickets to festival
Cllr S Waite	10	Has pre-purchased tickets to festival

FC/227 PUBLIC OPEN SESSION (15 minutes)

There were four members of the public present.

FC/228 POLICE

There were no members of the Police present.

FC/229 UNITARY COUNCILLORS SESSION

Cllr V Parry, Ludlow South – reported that she and Councillor Boddington had received no plans for the proposed M&S Food Hall, on the Eco Park.

FC/230 MINUTES – 17th OCTOBER & 24TH OCTOBER 2022**RESOLVED (unanimous) GG/BW**

That the minutes of Full Council on Monday 17th October 2022 and Monday 24th October 2022, be approved as a correct record and signed by the Chairman.

FC/231 ITEMS TO ACTION

The Mayor thanked the Town Clerk and staff for their work.

RESOLVED (unanimous) GG/TG

That the items to action be noted.

FC/232 WITHIN THE WALLS FESTIVAL

The Mayor invited comments from all Councillors present.

In principle support for the event was voiced by all councillors, but they also agreed that a number a significant concerns needed to be addressed and resolved.

Specifically, the concerns related to:

- The size of the vehicles accessing and parking in the Dinham area, retaining resident's parking spaces, and maintaining space for emergency vehicles.
- Operating times and duration of articulated lorries unloading/using space on Events Square
- Egress of large lorries into Ludlow, where drivers may not be familiar with the narrow streets leading to the Castle Square and pinch points where bollards are situated
- Traffic management arrangements, vehicular and pedestrian during the festival operating times
- Additional lighting on Events Square.
- Parking provision
- Event Plan and Risk Assessments

7.39pm Cllr Gill left the meeting

7.41pm Cllr Gill re-joined the meeting.

The organisers thanked the Town Council, stating that they welcomed the input and knowledge the Town Council could provide. They re-affirmed that they would like the event to become an annual occurrence and appreciated the opportunity to explain their proposal and wished to provide for all needs.

RESOLVED (unanimous) TG/GG

That:-

- i) Within 48 hours of the meeting, the questions raised by Councillors would be compiled and sent to councillors for comment and approval.
- ii) The period for Councillor comment approval would be 24 hrs.
- iii) The agreed queries from Cllrs would be forwarded to the organisers, who would correspond with the Town Clerk.
- iv) That 14 days before the next council meeting, Councillors would receive written reply from the organisers
- v) The item be brought to the next Full Council meeting for a decision on the use of Events Square.

8.06pm - The representatives from the festival left the meeting.

FC/233 UPDATE FROM THE BUDGET TASK & FINISH GROUP

RESOLVED (12:0:1) GG/TG

- i) To note that the final budget will be ready for approval at the January Council meeting.
- ii) To approve the budget consultation information for public release.

FC/234 GUILDHALL

RESOLVED (unanimous) GG/DT

To note the works as described in the report, and approve the additional costs of £1,625 + VAT; and £10,885.00 + VAT from EMR 330 as detailed in the report.

8.10 pm Cllr Laurie left the meeting.

FC/235 PROJECT SUPPORT GRANT CRITERIA

RESOLVED (unanimous) GG/TG

That the Project Support Grant Criteria is noted.

FC/236 PROJECT SUPPORT GRANT APPLICATION – LUDLOW FRINGE

RESOLVED (unanimous) GG/PA

That a Project Support Grant for the Ludlow Fringe of £300 be approved.

8.11pm – Cllr Laurie re-joined the meeting.

FC/237 LOCAL PRODUCE MARKET

RESOLVED (10:2:1) PA/TG

That the organisers of the produce market are contacted:-

- i) To confirm that the third Thursday in December 2023 has already been allocated, and the second and fourth Thursdays are available for the produce market.

- ii) To confirm that no dates in December 2024 have been allocated and the required December dates for 2024 should be requested as soon as possible.

FC/238 PRIDE 2023

RESOLVED (unanimous) GG/DL

- i) To request a written and visual plan and Risk Assessments for use of Events Square on the 26th August 2023 from the organisers of Pride, and their proposal for the use of street trading spaces.
- ii) To confirm that there is no space on the Market for additional pride activities;

FC/239 DISABILITY ACCESS AUDIT REPORT

RESOLVED (unanimous) GG/DL

That the DDA for the Guildhall update is noted.

FC/240 ANGELS OF UKRAINE

RESOLVED (unanimous) GG/DT

To approve the siting of the angels in Castle Gardens in January / February 2023.

FC/241 BARCLAYS BANK

RESOLVED (unanimous) GG/TG

That the update be noted.

FC/242 POTENTIAL FOR BUSINESS RATE RECOVERY

RESOLVED (unanimous) GG/DL

That the proposal from the company is declined and the Town Council pursues its own enquiries.

FC/243 WALKERS ARE WELCOME

RESOLVED (unanimous) RP/DL

That the Town Council supports Ludlow's application for Walkers are Welcome status.

FC/244 COMMITTEE MINUTES

Representational Committee 1st November 2022

RESOLVED (unanimous) GG/PA

To receive the Representational Minutes of the 1st November 2022.

FC/245 POLICY & FINANCE COMMITTEE – 17th OCTOBER 2022

RESOLVED (12:0:1) TG/GG

To receive the Minutes of the Services Committee held on the 17th October 2022.

FC/246 SERVICES COMMITTEE – 23rd NOVEMBER 2022

RESOLVED (unanimous) BW/GG

To receive the Minutes of the Services Committee 23rd November 2022.

FC/247 STAFFING COMMITTEE – 14th NOVEMBER 2022

RESOLVED (12:0:1) DL/BW

To receive the Minutes of the Staffing Committee Staffing Committee held on the 14th November 2022.

FC/248 EXCLUSION OF PRESS AND PUBLIC: PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

RESOLVED (unanimous) GG/TG

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.

The meeting closed at 8.46pm

Town Mayor

Date

NB Closed session minutes WILL be issued.

CLOSED SESSION MINUTES

Closed Session minutes of **COUNCIL** held at The Methodist Church, Broad Street, Ludlow on **MONDAY 12th DECEMBER 2022** at **7:00 PM**.

8.40pm – Councillor Gill left the meeting.

FC/249 TOWN WALLS

8.42pm – Councillor Gill re-joined the meeting.

RESOLVED (unanimous) GG/DT

That the Mayor, as representative of the Council, and in consultation with the Town Clerk contacts former staff for clarification.

FC/250 WIGLEY FIELDS ALLOTMENTS

RESOLVED (unanimous) DL/GG

To approve the new headline lease with the Earl of Plymouth.

FC/251 TOWN GREEN LAND REGISTRY

RESOLVED (unanimous) DL/VP

To approve the Land Registry Transfer document.

The meeting closed at 8.46pm

Town Mayor

Date