



MINUTES

Minutes of a meeting of the **COUNCIL** held in the Guildhall, Mill Street, Ludlow on **MONDAY 16th SEPTEMBER 2019** at **7.00 PM**.

FC/143 **PRESENT**

Chairman: Councillor Gill

Councillors: Clarke; Copley; Garner; Ginger; Lyle; Mahalski, Parry (from 7.27pm) Paton; Perks; Pote (Deputy Mayor); Sheward and Smithers.

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

FC/144 **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/145 **RECORDING OF MEETINGS**

The Mayor informed Council and the public that under the Openness of Local Government Regulations 2014, recording and broadcast including blogging, tweeting and other social media was permitted during the public session of Council meetings. He stated that the act of recording and broadcast must not interfere with the meeting.

He added that the Council understood that some members of the public may not wish to be recorded and asked that they make this known immediately.

FC/146 **APOLOGIES**

Apologies were received from Councillors Jones and O'Neill.

FC/147 **DECLARATIONS OF INTEREST**

Disclosable Pecuniary Interests

<u>Member</u>	<u>Item</u>	<u>Reason</u>
Cllr Paton	9b	Works for the Ludlow Fringe and Ludlow Pride

Conflicts of Interest

<u>Member</u>	<u>Item</u>	<u>Reason</u>
Cllr Garner	9b	LTC Rep and volunteer for LAYP
Cllr Lyle	9b	Partner volunteers for Friends of Whitcliffe Common LTC Rep on Ludlow Fairtrade
Cllr Smithers	9b	Treasurer for LAYP

Personal Interests

<u>Member</u>	<u>Item</u>	<u>Reason</u>
Cllr Clarke	9b	Knows the applicant for Ludlow in Bloom, Ludlow Pride and Photospace.
Cllr Cobley	9b	Friends of Whitcliffe Common Friends of Ludlow Assembly Rooms Volunteer for the annual Fireworks organised by the LAYP Knows Trustee of Ludlow Assembly Rooms and VIC Wildlife Watch Ludlow – Member of Shropshire Wildlife Trust and supports various Environmental Groups. Granddaughter attends Wildlife Watch Ludlow Group sessions.
Cllr Garner	9b	Volunteer for LAYP
Cllr Gill	9b	Citizen's Advice Mayor's Charity 2017-18 Volunteer at the Ludlow Assembly Rooms Volunteer Ludlow in Bloom Attended opening of Photospace LAYP Mayor's Charity for 2018-19 Knows the applicant of Ludlow Pride
Cllr Ginger	9b	Knows all the applicants, volunteers/Representatives.
Cllr Lyle	9b	Knows the applicant and treasurer for Friends of St Leonard's Churchyard, Knows applicants for Friends of Whitcliffe, Ludlow Assembly Rooms, Ludlow Fairtrade, Ludlow Fringe, Ludlow Croquet Club Volunteer at craft afternoons LAYP Partner plays croquet at the Ludlow Croquet Club
Cllr Mahalski	10b 9b	Knows applicant for Defib4 you. Volunteer of St Laurence Church Volunteer for Ludlow in Bloom Friend of Ludlow Assembly Rooms.
Cllr Paton	9b	Volunteer Ludlow in Bloom Volunteer at Fireworks organised by LAYP Son plays for Ludlow Town Colts Reserve team
Cllr Parry	8b	Volunteer at Working Together Ludlow
Cllr Perks	9b	Friends of St Leonards Church, Ludlow Assembly Rooms LTC Rep Friends of Whitcliffe Common and Ludlow War Memorial Fund

		Volunteer for LAYP, Ludlow in Bloom, Working Together.
		Knows the applicants for Ludlow Concert Band, Ludlow Fringe, Ludlow Pride, Ludlow Town Colts, Ludlow Army Cadets
		Involved with twinned town Narberth
		Founder of Defib4 you
Cllr Pote	9b	Knows the applicants for Ludlow Assembly Rooms, Ludlow Pride, Ludlow in Bloom
		Friend of Ludlow Assembly Rooms
Cllr Sheward	9b	Knows the applicants for Friends of Whitcliffe Common, Ludlow Assembly Rooms, Ludlow Fairtrade and Ludlow Fringe.
Cllr Smithers	9b	Volunteer for LAYP

FC/148 PUBLIC OPEN SESSION (15 minutes)

There were three members of the public present.

A Resident of Ludlow – The resident from Ludlow explained that he was working loosely under the umbrella of Hands Together Ludlow. He described he had been working on a type of non-commercial alternative technology USB connected device, which he wished to showcase to Members. He invited Members to attend the Rockspring Centre on Friday 20th September 2019 between 10am-1pm to view the product.

FC/149 UNITARY COUNCILLORS SESSION

Councillor Boddington, Ludlow North - Councillor Boddington gave apologies for Councillor Huffer (Ludlow East). He outlined that Councillor Huffer was involved heavily with the Ludlow Area Youth Partnership (LAYP). He explained that the LAYP was interlinked with many other organisations e.g. the craft afternoons engaged with young people and parents. Often problems were highlighted and families referred to the Ludlow Young Health Charity which would not have come to fruition had it not been the Mayor's Charity for 2018-19.

The Ludlow Young Health Charity was closely linked to the Children's Society and was incredibly important for the youth of Ludlow, especially as local and national surveys highlighted youngsters well-being as being critical. The Partnership, he said, would like to provide more projects and he hoped that the Town Council would look favourably on the application.

Turning to the issue of homelessness in Ludlow, Councillor Boddington highlighted two cases, one long term person that was being assisted by Shropshire Council, and another who had been camping in a tent on Whitcliffe Common but had been assisted by Shropshire Council and been moved into temporary accommodation.

Finally, he commented on the Ludlow Food Festival which had occurred the previous weekend. It was good for the Town he stated, boosting the image of the Town. He felt that the transport arrangements had worked well this year.

FC/150 MINUTES – FULL COUNCIL 29th JULY 2109

RESOLVED (11:0:1) RP/MC

That the open minutes of Full Council on the 29th July 2019 be approved as a correct record and signed by the Chairman.

FC/151 ITEMS TO ACTION – 29th JULY 2019

RESOLVED (11:0:1) TG/RP

That the Items to Action be noted.

FC/152 SUSPEND STANDING ORDERS

RESOLVED (unanimous) TG/GG

That Standing Orders be suspended to change the order of business on the Agenda.

FC/153 LUDLOW ASSEMBLY ROOMS AND LUDLOW VISITOR INFORMATION CENTRE

The Mayor reported that for 2020/21 the Town Council has been asked for £65,100 in grant funding. In 2019/20 the Town Council had awarded £28,360 in grant funding. Therefore the increase is £36,740.

He went on to say that two applications for 2020/21 were significantly large amounts of £15k for the Ludlow Assembly Rooms (LAR), and £29k for the Visitor Information Centre (VIC), a total of £44,000, and these applications required more careful consideration and proposed that they be deferred to the next meeting.

One Councillor asked for a named vote.

RESOLVED (9:1:2) TG/TM

FOR: Councillors Cobley, Garner, Gill, Ginger, Lyle, Mahalski, Paton, Pote, and Smithers.

AGAINST: Councillor Clarke.

ABSTENTION: Councillors Perks and Sheward.

That the grant request for £15k from Ludlow Assembly Rooms and the grant request from Ludlow VIC for £29k are considered in more depth at the next Council Meeting on Monday 28th October 2019, so that the Town Council can more fully assess the impact and seek to involve other organisations in the VIC funding.

FC/154 RE-INSTATE STANDING ORDERS

RESOLVED (unanimous) RP/GG

That Standing Orders be reinstated.

FC/155 ANNUAL CORE GRANT APPLICATIONS

CITIZEN'S ADVICE, LUDLOW

A representative was not able to attend and apologies had been received.

RESOLVED (unanimous) GG/GP

That Annual Core Grant Funding of £2,000 is awarded to Citizen's Advice, Ludlow for 2020-21.

7.27 pm Councillor Parry entered the meeting.

FC/156 FRIENDS OF ST LEONARDS CHURCH

The Treasurer from the Friends of St Leonard's Church spoke to the Town Council a copy of the notes were not supplied.

RESOLVED (unanimous) GG/DL

That Annual Core Grant Funding of £500 is awarded to Friends of St Leonard's for 2020-21.

FC/157 FRIENDS OF WHITCLIFFE COMMON

The Representative of Whitcliffe Common spoke to Council and supplied a copy of the notes, which are attached to these minutes.

RESOLVED (11:0:2) GG/TM

That Annual Core Grant Funding of £500 is awarded to Friends of Whitcliffe Common for 2020-21.

FC/158 LUDLOW AREA YOUTH PARTNERSHIP

RESOLVED (11:0:2) TG/GG

That Annual Core Grant Funding of £3,000 is awarded to Ludlow Area Youth Partnership for 2020-21.

FC/159 LUDLOW CONCERT BAND

A representative was not able to attend and apologies had been received.

RESOLVED (unanimous) GG/RP

That Annual Core Grant Funding of £500 is awarded to Ludlow Concert Band for 2020-21.

FC/160 LUDLOW CROQUET CLUB

The Representative from the Ludlow Croquet Club spoke to Council and a copy of the notes were supplied and are attached to these minutes.

RESOLVED (12:0:1) GG/GP

That Annual Core Grant Funding of £500 is awarded to Ludlow Croquet Club for 2020-21.

FC/161 LUDLOW FAIRTRADE TOWN GROUP

The Chair of the Ludlow Fairtrade Town Group spoke to the Council and a copy of their notes were supplied and are attached to these minutes.

RESOLVED (unanimous) TG/RP

That Grant Funding of £300 is awarded to the Ludlow Fairtrade Town Group from the Project Support Grant budget 2019-20.

FC/162 LUDLOW FRINGE

A representative was not present at the meeting.

7.53pm Councillor Paton left the meeting.

RESOLVED (10:1:1) GG/VP

That Annual Core Grant Funding is not awarded for 2020-21.

7.57pm Councillor Parry left the meeting.

FC/163 LUDLOW IN BLOOM

The Representative from Ludlow in Bloom spoke to the Council a copy of the notes were not supplied.

One Councillor thanked the Chair of the Group and all the volunteers and staff who put in the hard work and effort to make the town look colourful and said he wholeheartedly supported the application.

RESOLVED (unanimous) GG/DL

That Annual Core Grant Funding of £3k is awarded to the Ludlow in Bloom Group for 2020-21.

FC/164 LUDLOW PRIDE

The Representative from Ludlow Pride spoke to the Council and a copy of the notes were supplied, which are attached to these minutes.

Councillor Parry rejoined the meeting at 8.00 pm.

Councillor Ginger proposed a grant award of £500. This was seconded by Councillor Perks but was not voted on.

RESOLVED (9:1:3) VP/TG

That Annual Core Grant Funding of £1k is awarded to Ludlow Pride for 2020-21.

Councillor Paton rejoined the meeting at 8.03 pm.

FC/165 LUDLOW TOWN COLTS RESERVES

The Senior's Secretary spoke to Council a copy of the notes were not supplied.

RESOLVED (12:0:1) GG/VP

That Annual Core Grant Funding of £800 is awarded to Ludlow Town Colts Reserves for 2020-21.

FC/166 THE PHOTOSPACE CHARITY

A representative was not able to attend but a statement had been circulated to all Members prior to the meeting, a copy of which has been attached to these minutes.

RESOLVED (unanimous) GG/MC

That Annual Core Grant Funding of £500 is awarded to The Photospace Charity for 2020-21.

FC/167 STORYMINE

The Director spoke to Council a copy of the notes were not supplied.

RESOLVED (unanimous) EG/GG

That Annual Core Grant Funding of £500 is awarded to Storymine for 2020-21.

FC/168 WILDLIFE WATCH LUDLOW

The Wildlife Watch Leader spoke to Council a copy of the notes were not supplied.

RESOLVED (unanimous) GG/GP

That Wildlife Watch Ludlow is not awarded Annual Core Grant Funding for 2020-21 as it does not meet the criteria by not having a bank account.

FC/169 WORKING TOGETHER LUDLOW

The Representative spoke to Council a copy of the notes were not supplied.

THE MOTION WAS NOT CARRIED (2:10:1) GG/EG

That Annual Core Grant Funding of £500 is awarded to Working Together Ludlow for 2020-21.

FC/170 RESOLVED (11:0:2) GP/CS

That Annual Core Grant Funding of £750 is awarded to Working Together Ludlow for 2020-21.

FC/171 FEEDBACK FROM APPLICANTS WHO RECEIVED ANNUAL CORE GRANT FUNDING FOR 2019-20

RESOLVED (unanimous) TG/MC

That the feedback is received.

FC/172 PROJECT SUPPORT GRANTS 2019-20

DEFIB4 YOU

RESOLVED (unanimous) GG/GP

That Project Support Grant Funding of £300 is awarded to Defib4 you.

FC/173 LUDLOW DETACHMENT – SHROPSHIRE ARMY CADET FORCE

RESOLVED (12:0:1) GG/GP

That Project Support Grant Funding of £300 is awarded to the Ludlow Detachment – Shropshire Army Cadet Force.

FC/174 CLIMATE EMERGENCY WORKING GROUP

RESOLVED (8:1:0) TG/DL

That:-

- i) The name of the Group is changed to Climate Working Group;
- ii) The very first task of the Working Group is to report on the most effective way of undertaking a carbon/energy audit; and the first action of the Council in terms of Climate Emergency Action Plan is to undertake a carbon/energy audit to create a defined bench mark against which future performance will be measured;
- iii) After the first step in the action plan has been completed and the Town Council knows its carbon footprint/energy usage levels, a workable and then prioritised action plan should be created to enable the Town Council to plan financially and operationally for the changes that will be required to become a carbon neutral organisation.

FC/175 CHRISTMAS EVE MARKET

RESOLVED (unanimous) GG/VP

That a Christmas Eve Market on Tuesday 24th December 2019 is approved.

FC/176 STREET TRADING PITCH, CASTLE SQUARE

8.50pm The Chair left the meeting and the Deputy Town Mayor Chaired.

8.55pm the Chair returned to the meeting and continued to Chair.

RESOLVED (unanimous) TG/GP

- i) That Shropshire Council is contacted to establish why the requested Traffic Regulation [parking] Order (TRO) has not been created;

- ii) To state in the strongest terms to Shropshire Council that their delay is causing significant harm to tourism and trading in Ludlow and point out that they are losing parking revenue every day that the cars are parking in an unauthorised and unregulated area;
- iii) To ask Shropshire Council to create the required TRO without delay;

FC/177 RESOLVED (unanimous) TG/EG

That Ludlow Town Council supports staff to manage the difficulties of the existing situation, including the suggested refund of £330 for the applicant who blocked booked the vehicle pitch;

FC/178 RESOLVED (unanimous) EG/GG

That should the applicant not be successful in their appeal regarding a parking ticket, the Town Council does not refund this cost.

FC/179 EXTENSION OF THE MEETING

RESOLVED (12:1:0)

That the meeting be extended for a further 15 minutes to 9.15 pm.

FC/180 RESOLVED (unanimous) TG/GP

- i) To acknowledge that the circumstances of cars parking on the Castle Street pitch is beyond the control of staff and grant their request that street trading on the Castle Street Trading pitch is suspended for all new applicants until the parking order is in force;
- ii) To support staff in the management of the pitch when circumstances make trading possible and that the existing trader using the Castle Street pitch on Sundays will continue to trade;
- iii) To approve requested additional policy wording to state that: Repeated failure to fully notify staff of all information required to create a street trading permit within the 7 day prior notification period will result in the permit being revoked without refund, and no further applications will be accepted.

FC/181 RESOLVED (unanimous) GP/JS

That:-

- i) the Town Council investigates the option of putting hinged bollards around the three Market Square areas and seeks quotations;
- ii) Shropshire Council is approached once more and requested to demarcate the carriageway in double yellow lines from the Opticians, passed Quality Square, White Stuff and to the tarmac highway entrance to the Car park;

- iii) That no entry is marked to the cobbled area on the left coming out the Car park.

FC/182 SHROPSHIRE FIRE AUTHORITY JUDICIAL REVIEW

RESOLVED (unanimous) GP/CS

That the Town Council writes and supports the points made by the Shropshire and Wrekin Fire Authority.

FC/183 SUSPEND STANDING ORDERS

RESOLVED (unanimous) TG/GG

That Standing Orders be suspended to consider Working Group Membership.

FC/184 NIGHT MARKET WORKING GROUP

RESOLVED (12:1:0) DL/GP

That a Night Market Working Group is formed.

FC/185 MEMBERSHIP OF THE NIGHT MARKET WORKING GROUP

RESOLVED (unanimous) TG/MC

That membership of the Night Market Working Group consists of Councillors Clarke, Garner, Lyle, Parry, Paton, Perks and Smithers.

FC/186 RESOLVED (unanimous) TG/MC

That the Night Market Working Group will use the Night Markets Report to consult with local organisations including the Chamber of Trade and residents; and actively considers the potential impact that Night Markets could have on existing businesses within the Town in their recommendations to the Services Committee.

FC/187 RE-INSTATE STANDING ORDERS

RESOLVED (unanimous) TG/RP

That Standing Orders be re-instated.

FC/188 COMMITTEE RECOMMENDATIONS – SERVICES COMMITTEE 2nd SEPTEMBER 2019**S/57 WIGLEY FIELDS ALLOTMENTS**

RECOMMENDED (unanimous) MC/RJ

To amend the Lease between Ludlow Town Council and Wigley Field Allotments to include the following:

“Animals may be allowed on the land following a request in writing and written permission given by Ludlow Town Council”

RECOMMENDED (unanimous) MC/DL

- i) *To write to the Wigley Fields Allotments Society to inform them of the above amendment to the lease.*
- ii) *To permit the introduction of two feral cats to be housed in a specifically built insulated wooden structure of 1m x 1m being installed in a location within the allotments to be agreed with the Town Clerk.*

S/58 BUDGET CONSIDERATIONS

The Chair did not supply members of the committee with a tabled document from the Town Clerk.

The Market Officer was present at the meeting, but was not invited to make comment regarding Market Rent fees.

The Consumer Prices Index including owner occupiers' housing costs (CPIH) 12-month inflation rate was 2.0% in July 2019

RECOMMENDED (9:0:2) RJ/VP

To increase all fees by inflation plus 1%:

S/65 BENCH PLAQUE

RECOMMENDED (unanimous) RJ/MC

To approve the installation of plaques on 2 recently refurbished town bench in commemoration of the late Alan and Cath Walker, and Hilda Roberts and her mother Mary Williams. The plaques will be in memory of all their hard work for the Royal British Legion Poppy Appeal; and should be installed prior to Remembrance Sunday on 10th November prior 2019.

RESOLVED (unanimous) GP/MC

That the recommendations from the Services Committee Meeting on the 2nd September 2019 be approved;

WIGLEY FIELDS ALLOTMENTSRECOMMENDED (unanimous) MC/RJ

To amend the Lease between Ludlow Town Council and Wigley Field Allotments to include the following:

“Animals may be allowed on the land following a request in writing and written permission given by Ludlow Town Council”

- i) To write to the Wigley Fields Allotments Society to inform them of the above amendment to the lease.
- ii) To permit the introduction of two feral cats to be housed in a specifically built insulated wooden structure of 1m x 1m being installed in a location within the allotments to be agreed with the Town Clerk.

BUDGET CONSIDERATIONS

To increase all fees by inflation plus 1%, see below:

FEES		2020/21
Cemetery Fees		
Ludlow Parishioners:		
Exclusive Rights of Burial		£490.72
Exclusive Rights of Interment of cremated remains		£209.38
Re-opening of a grave		£302.17
Use of Cemetery Chapel		£130.86
Interment of ashes		£104.69
Extension of Exclusive Rights of Burial		£104.69
Erection of Headstone (including VAT)		£125.60
Additional Inscription (including VAT)		£125.60
Non-Parishioners:		
Exclusive Rights of Burial		£1,374.04
Exclusive Rights of Interment of cremated remains		£628.14
Re-opening of a grave		£628.14
Use of Cemetery Chapel		£392.58
Interment of Ashes		£314.07
Extension of Exclusive Rights of Burial		£314.07
Erection of Headstone (including VAT)		£394.81
Additional Inscription (including VAT)		£394.81
Grave Excavation Fees		
Treble		£420.00
Double		£367.50
Excavation of a Re-open/Single Grave		£315.00

Ashes (new/reopen)		£84.00
Hire of the Council Chamber - The Guildhall		
Room Hire - Hourly		£10.30
Room Hire - Hour and half		£13.39
Room Hire - Half a day (5 hours)		£41.20
Regular Market Rents		
Monday per stall	Low Season	£9.50
	High Season	£12.70
Monday per van	Low Season	£10.60
	High Season	£13.80
Wednesday per stall	Low Season	£12.70
	High Season	£15.90
Wednesday per van	Low Season	£12.70
	High Season	£17.00
Friday per stall	Low Season	£15.90
	High Season	£20.20
Friday per van	Low Season	£17.00
	High Season	£22.30
Saturday per stall	Low Season	£17.00
	High Season	£21.20
Saturday per van	Low Season	£18.00
	High Season	£23.30
Market Rent Pitch Rents		
Monday up to 9m ²	Low Season	£9.50
	High Season	£12.70
Monday up to 18m ²	Low Season	£13.80
	High Season	£18.00
Wednesday up to 9m ²	Low Season	£12.70
	High Season	£15.90
Wednesday up to 18m ²	Low Season	£20.20
	High Season	£26.50
Friday up to 9m ²	Low Season	£15.90
	High Season	£20.20
Friday up to 18m ²	Low Season	£22.30
	High Season	£28.60
Saturday up to 9m ²	Low Season	£17.00
	High Season	£21.20
Saturday up to 18m ²	Low Season	£23.30
	High Season	£30.80

Buttercross Market Rents		
Monday	Low Season	£10.60
	High Season	£13.80
Wednesday	Low Season	£11.70
	High Season	£14.90
Thursday	Low Season	£12.70
	High Season	£15.90
Friday	Low Season	£13.80
	High Season	£18.00
Saturday	Low Season	£14.90
	High Season	£19.10
Sunday Exclusive Use	All year	£56.20
Specialist Market Rents		
Thursday	1 Stall	£17.00
	2 Stalls	£27.60
	3 Stalls	£38.20
	Pitch	£17.00
	Large Pitch	£27.60
	Van	£19.10
Sunday	1 Stall	£22.30
	2 Stalls	£38.20
	3 Stalls	£54.10
	Pitch	£22.30
	Large Pitch	£38.20
	Van	£24.40
Festival	Stall	£38.20
	Pitch	£38.20
	Van	£43.50
Market Electricity		
1 day electric usage		£1.00
Whole Market Let		
Weekdays (Per day)	Low Season	£212.18
	High Season	£424.36
Weekends (Per day)	Low Season	£244.01
	High Season	£488.01
Event Square Let Fees		
Per Stall/Pitch		£15.91
Street Trading		
The Bull Ring per pitch per day	General Fee	£10.30
	Festival Fee	£30.90

Castle Sq (near to College) per pitch per day	General Fee	£19.10
	Festival Fee	£37.13
Castle Sq (near to College) vehicular pitch per day	General Fee	£37.13
	Festival Fee	£74.26
High Street (next to Bx) per pitch per day	General Fee	£18.54
	Festival Fee	£36.05
Tower Street per pitch per day	General Fee	£10.30
	Festival Fee	£20.60
Street Trading Electricity Charges		
Non- Vehicular Pitches	Lighting	£1.00
	Other items	£5.0
Vehicular Pitches	Lighting	£1.00
	Other items	£7.50
Calendar of Events		
Small advert (46mm x 46mm)	Inc. VAT	£139.16
Medium advert (92mm x 46mm)	Inc. VAT	£234.39
Large advert (92mm x 92mm)	Inc. VAT	£468.76
Single entry (including date, title, venue and time)	Inc. VAT	£73.24
Additional information per line (32 characters)	Inc. VAT	£14.65
Further entry within the month (50% discount)	Inc. VAT	£36.62
Further additional information per line (50% discount)	Inc. VAT	£7.32
Ludlow Museum at the Buttercross		
Entrance Fees	Adults	£1.00
	Children	£0.00
Castle Street Toilets		
Entry		£0.20
Linney Parking Meter		
1 Day Parking		£1.00
Memorial Bench Fees		
NEW BENCH with single brass plaque	Bench	£565.47
	Admin	£82.40
	Siting Fee	£206.00
	Maintenance 5 year	£103.00
BRASS PLAQUE on existing bench	Plaque	£87.55
	Maintenance 5year	£72.10
	Admin	£82.40
Model Publication Scheme		
Disbursement cost - Photocopying B&W		£0.10

BENCH PLAQUE

To approve the installation of plaques on two recently refurbished town benches in commemoration of the late Alan and Cath Walker, and Hilda Roberts and her mother Mary Williams. The plaques will be in memory of all their hard work for the Royal British Legion Poppy Appeal; and should be installed prior to Remembrance Sunday on 10th November prior 2019.

FC/189 COMMITTEE RECOMMENDATIONS – POLICY & FINANCE COMMITTEE 9TH SEPTEMBER 2019

PF/51 POLICY – COMMUNITY ENGAGEMENT STRATEGY

RECOMMENDED (9:1:0) GG/AC

That the Community Engagement Strategy be readopted.

PF/52 GENERAL DATA PROTECTION REGULATIONS (GDPR)

ICO GDPR Toolkit

The Town Clerk explained that the toolkit was sector specific and included answers to questions submitted by other Town Council.

RECOMMENDED (5:4:1) AC/TG

That the ICO GDPR Toolkit be adopted.

PF/55 BROADBAND

RECOMMENDED (Unanimous) GG/AC

That the quotation for Broadband (66Mbps) from Plusnet be accepted.

RESOLVED (12:0:1) AC/RP

That the recommendations from the Policy & Finance Committee on 9th September 2019 be approved;

POLICY – COMMUNITY ENGAGEMENT STRATEGY

That the Community Engagement Strategy be readopted.

GENERAL DATA PROTECTION REGULATIONS (GDPR)

ICO GDPR Toolkit

That the ICO GDPR Toolkit be adopted.

BROADBAND

That the quotation for Broadband (66Mbps) from Plusnet be accepted.

FC/190 COMMITTEE AND WORKING GROUP MINUTES

Policy & Finance Committee 22nd July 2019

RESOLVED (unanimous) AC/TG

That the minutes from the Policy & Finance Committee held on 22nd July 2019 be received.

FC/191 SERVICES COMMITTEE 2nd SEPTEMBER 2019

RESOLVED (unanimous) MC/GP

That the minutes from the Services Committee held on 2nd September 2019 be received.

FC/192 REPRESENTATIONAL COMMITTEE 24th JULY AND 21st AUGUST 2019

RESOLVED (unanimous) GG/CS

That the minutes from the Representational Committee held on 24th July and 21st August 2019 be received.

FC/193 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) TG/MC

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

The meeting closed at 9:18pm

Town Mayor
NB Closed session minutes will be issued.

Date

CLOSED SESSION MINUTES

Closed Session minutes of a meeting of the **COUNCIL** held in the Guildhall, Mill Street, Ludlow on **MONDAY 16th SEPTEMBER 2019** at **7:00PM**

FC/194 **EXTENSION OF THE MEETING**

RESOLVED (12:1:0) **TG/GP**

That the meeting be extended by 15 minutes to 9.30 pm.

FC195 **DISABILITY ACCESS AUDIT QUOTATIONS**

RESOLVED (unanimous) **GG/GP**

That Shropshire Council are commissioned to undertake a full Access Audit at the Guildhall.

The meeting closed at 9.18pm

Town Mayor

Date