



MINUTES

Minutes of a meeting of the **COUNCIL** held at The Guildhall, Mill Street, Ludlow on **MONDAY 18th SEPTEMBER 2023** at **7.00 PM**.

FC/146 **PRESENT**

Chairman: Councillor Ginger

Councillors: Garner; Hall (co-opted); Parry; Tapley, Urka, B Waite, S Waite.

Officers: Gina Wilding, Town Clerk
Naomi Brotherton, Senior Admin Assistant
Esther Gittoes, Communications & Marketing Officer (until 7.30pm)

FC/147 **HEALTH & SAFETY**

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

FC/148 **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/149 **APOLOGIES**

Apologies for absence were received from Councillors, Gill, Lyle, Jones, O'Neill, Pote and Thompson.

FC/150 DECLARATIONS OF INTERESTDisclosable Pecuniary Interests

None

Conflicts of Interest

<u>Member</u>	<u>Item</u>	<u>Reason</u>
Councillor Parry	11	Chair, Ludlow in Bloom

Personal Interests

<u>Member</u>	<u>Item</u>	<u>Reason</u>
B Waite	12	Knows the applicant
S Waite	12	Knows the applicant

FC/151 PUBLIC OPEN SESSION (15 minutes)

There were ten members of the public present.

Member of Ludlow Quakers – The member explained that a new Climate Support Group, Quaker Support for Climate Action (QS4CA), is encouraging Quakers to bear witness to their concern by holding vigils during Quaker week. This had been highlighted in The Friend and elsewhere.

Several Ludlow Friends would like to pursue this idea by holding an hour's vigil to celebrate, reflect on and questions ways to save the planet from climate catastrophe. The proposed date for the vigil is Friday 29th September 3.30pm with the request to the Town Council of using the Linney on the grassed area.

Chair, Ludlow Chamber of Trade – explained that as well as representing the Chamber she had had a business on the Bull Ring for over two years. During Covid a recovery fund was rolled out from Shropshire Council with the plan of having five orientation boards installed to increase consumer awareness and footfall. However, some of the boards had not been installed and she requested an update. She added that the Bull Ring was suffering from decreased footfall and now that there were 9 empty commercial properties on the Bull Ring, it was imperative she felt that action was taken. She said that she had overheard visitors saying that there was nothing further past Parkway and seen them turn away. The Chair stressed that it was difficult to raise awareness with A boards because of restrictions and thefts.

Business owner and member Ludlow Chamber of Trade and Commerce – The business owner stated that she had had a business in Ludlow for 32 years. She outlined her concerns about the decline of the town centre, stating that businesses faced a multilayered economic challenge.

She asked Council what help and guidelines were available to businesses that the Chamber and businesses could tap into, to rejuvenate the centre. The business owner added that she understood that there was a lack of funds but that monies raised from parking and other revenue streams were available from

Shropshire Council, but there was nothing to explain any funds being spent in Ludlow and asked for details.

The Mayor responded, stating that the Town Council publicly published its accounts on the website since 2009. The only external funds that the Town Council received was the precept raised from the Council Tax. He confirmed that Shropshire Council received all parking monies, and none was returned was Ludlow.

The business owner asked if the Town Council could write to Shropshire Council on behalf of business owners and the Chamber in this matter, adding that there were a total of 32 empty business premises and now only one bank in Ludlow.

The Mayor replied that the Town Council was not blind to the issue. The Town Clerk highlighted that she had received funding information from Shropshire Council earlier in the day and would pass this on to the Chamber.

Owner of Bodenhams and Member of Chamber of Trade, Ludlow - The owner of Bodenhams outlined that she along with a number of businesses had contributed to the upgrade of the CCTV. The completion date was 30th June 2023 and she asked whether this has been completed and if the cameras were now functional.

The Town Clerk responded that the 7-8 town centre cameras were operational but that the additional 13 on the outskirts of needed WiFi which was being connected through St Laurence Church. She stated she would provide updates when they were available.

Chair, Wigley Fields Allotments – The Chair spoke in support of the new draft lease for the allotments on the agenda. He highlighted that a new constitution had been provided was based on model rules from the National Allotment Society. He commented that he hoped the Council would support a 20-year lease.

FC/152 LUDLOW POLICE

There were no police present at the meeting.

FC/153 UNITARY COUNCILLORS SESSION

Councillor V Parry, Ludlow South – had no updates.

FC/154 **MINUTES – 31st JULY 2023****RESOLVED (6:0:1)** **GG/BW**

That the minutes of Council held on the Monday 31st July 2023, be approved as a correct record and signed by the Chairman.

FC/155 **ITEMS TO ACTION****RESOLVED (unanimous)** **GG/BW**

That the Items to Action be noted. An update on FC/122 and FC/123 regarding parking on the market square would come back to the next Full Council.

FC/156 **CO-OPTIONS****RESOLVED (unanimous)** **GG/BW**

To note the Co-option Procedure.

FC/157 **CO-OPTION APPLICATIONS****RESOLVED (unanimous)** **GG/BW**

To approve the co-option applications for Whitcliffe ward.

FC/158 **CO-OPTION**

Following their presentations to council, Councillor Ginger proposed all three candidates, they were seconded by Councillor Garner.

A paper ballot was taken.

<u>Round 1</u>	<u>Votes</u>
Daniel Seal	2
Robert Hall	3
Matthew Seabrook	3 (the Mayor used his casting vote)

Daniel Seal did not proceed into the next round.

<u>Round 2</u>	<u>Votes</u>
Robert Hall	4
Matthew Seabrook	3

RESOLVED (4:3:0) GG/EG

To co-opt Robert Hall as a Councillor for Whitcliffe Ward.

FC/160 ANNUAL CORE GRANTS 2024/25

7.42pm Councillor Parry left the meeting.

RESOLVED (unanimous) EG/SW

To approve Annual Core Grants for 2024/25:

Organisation	Amount Awarded
Ludlow in Bloom	£4,000.00
Ludlow Concert Band	£1,050.00
Ludlow Town Colts FC	£750.00
Piano Festival	£500.00
SYA	£1,500.00
South Shropshire Youth Forum	£2,000.00
TOTAL AMOUNT	£9,800.00

7.45 Councillor Parry re-joined the meeting.

FC/161 PROJECT SUPPORT GRANT CRITERIA**RESOLVED (unanimous) GG/BW**

That the Project Support Grant Criteria be noted.

FC/162 APPLICATION FROM LUDLOW 21**RESOLVED (unanimous) GG/SW**

To decline the application from Ludlow 21 as there is no demonstration of financial need.

FC/163 SUSPEND STANDING ORDERS**RESOLVED (unanimous) GG/BW**

That Standing Orders be suspended in order that Council can discuss Committee Membership.

FC/164 **COMMITTEE MEMBERSHIP**

RESOLVED (unanimous) GG/EG

To approve Councillor Childs stepping down as a member of Representational Committee, Services Committee and Policy & Finance Committee due to work commitments.

FC/166 **RESOLVED (unanimous) GG/EG**

To approve Councillor Urka becoming a member of Representational Committee and Policy & Finance Committee.

FC/167 **RESOLVED (unanimous) GG/EG**

To approve Councillor Pote becoming a member of the Budget Task & Finish Group.

FC/168 **RE-INSTATE STANDING ORDERS**

RESOLVED (unanimous) GG/BW

That Standing Orders be reinstated.

FC/169 **STAFF DUTIES**

RESOLVED (unanimous) GG/SW

That the table of staff roles and key duties (attached to these minutes) be noted.

FC/170 **LEASE HIRE WORK VANS**

RESOLVED (unanimous) GG/BW

- i) To note the update
- ii) To approve the following method of payment for charging the new electric vans:
 - Create a Zap-Pay App and an EVDot App connected to the town clerk's email address and linked the account to the credit card.
 - Set up the apps on the DLF supervisor's work phone to enable him to charge the vehicles.

FC/171 LUDLOW BATHING WATERS STATUS

RESOLVED (unanimous) SW/GG

To approve support the application for bathing water status and to send the letter of support.

FC/172 CLIMATE ACTION PLAN

RESOLVED (unanimous) GG/BW

That the Climate Action Sub-Committee recommendations within the Terms of Reference of the Group are brought back to Full Council.

FC/180 ENVIRONMENTAL VIGIL

RESOLVED (unanimous) GG/EG

That the Quakers be thanked for their work and their request for a vigil at the Linney on the grassed area 3.30pm on Friday 29th September 2023 be approved.

FC/181 LUDLOW MEMORIAL CLEANING

RESOLVED (unanimous) GG/EG

That in principle the Town Council approves of the offer to pressure wash the Ludlow Memorial by the Ludlow War Memorial Group subject to a Risk Assessment and further investigation into the water supply.

FC/182 TOWN BENCHES

RESOLVED (unanimous) GG/SW

To acknowledge the successful working relationship with the WoodWorks Project.

FC/183 COMMITTEE MINUTES

REPRESENTATIONAL COMMITTEE 1st AUGUST 2023

RESOLVED (7:0:1) GG/BW

That the minutes from the Representational Committee held on the 1st August 2023 be received.

FC/184 SERVICES COMMITTEE 26th JULY 2023

RESOLVED (7:0:1) BW/AU

That the minutes from the Services Committee held on the 26th July 2023 be received.

FC/185 WIGLEY FIELDS ALLOTMENTS

RESOLVED (unanimous) GG/SW

That the Wigley's Field Allotment Association constitution be noted.

FC/186 LENGTH OF LEASE & AGREEMENT

RESOLVED (unanimous) GG/EG

That:-

- i) A twenty-year lease period until 1st February 2042 be approved;
- ii) The terms of the lease between the Town Council and Wigley's Field Allotment Association be approved.

FC/187 REMOTE MEETINGS

RESOLVED (7:0:1) GG/SW

That the response from the Parliamentary Under Secretary of State for Local Government and Building Safety in relation to remote meetings be noted.

FC/188 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) GG/SW

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

The meeting closed at 8.28 pm

Town Mayor
NB. Closed session minutes WILL be issued.

Date

CLOSED SESSION MINUTES

Closed Session minutes of a meeting of the **COUNCIL** held at The Guildhall, Mill Street, Ludlow, on **MONDAY 18th SEPTEMBER 2023** at **7:00PM**

FC/189 **LUDLOW MAYFAIR AGREEMENT**

RESOLVED (unanimous) **GG/EG**

That subject to the inclusion of a specific reference to the HSE regulations for funfairs the new agreement is approved.

The meeting closed at 8.28pm