



MINUTES

Minutes of the **COUNCIL** held at Ludlow Methodist Church, Broad Street, Ludlow, on **MONDAY 8th NOVEMBER 2021** at **7.00 PM**.

FC/173 **PRESENT**

Chairman: Councillor Pote

Councillors: Adams; Boddington; Garner; Ginger; Lyle; Parry; Tapley; Thompson; Waite.

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

FC/174 **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 in an orderly fashion by the main exit at the front of the building. In the unlikely event that this route is blocked, to leave through the rear fire exit, and through the side entrance. For the public upstairs, fire exits could be found at the front and at the back. The assembly point is outside on the pavement away from the front of the building.

FC/175 **PRESENTATION**

The Mayor presented the wife and daughter of the late John Coxill, Sergeant at Arms with a commemorative award. He declared that the award was being presented posthumously for 25 years of dedicated service as Mace Bearer/Sergeant at Arms. The previous Mayor Councillor Tim Gill, who was unable to attend that evening had made a statement that he wished the family to know how appreciative he had been to work with Mr Coxill and felt that they had been good friends.

Mrs Coxill responded on behalf of the family by thanking the Town Council for the award. She stated she felt that her late husband would have felt honoured. She highlighted that she had a long association with the Mace Bearers in Ludlow, her late Father had served for 40 years and then her daughter, who was the first female Mace Bearer for 10 years. When her daughter retired from the position it was her husband who had taken up the mantle. She thanked the Town Council again for the award.

FC/176 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/176 APOLOGIES

Apologies were received from Councillors Durnall, Gill, Jones, O'Neill and Perks.

FC/177 DECLARATIONS OF INTERESTDisclosable Pecuniary Interests

None disclosed.

Conflicts of Interest

<u>Member</u>	<u>Item</u>	<u>Reason</u>
Cllr Lyle	11	Board Member of Ludlow 21
Cllr Parry		Chair, Ludlow in Bloom
Cllr Thompson	11	Chair, Ludlow 21 Sustainable Transport Group

Personal Interests

<u>Member</u>	<u>Item</u>	<u>Reason</u>
Cllr Adams	11	Member of Ludlow 21

FC/178 PUBLIC OPEN SESSION (15 minutes)

There were 42 members of the public present.

Chair, Ludford Parish Council – The Chair of Ludford Parish Council reported that a Joint Working Group Meeting took place between Ludford Parish Council and LTC (Ludlow Town Council) on the 12th October, with LTC Members as observers. She acknowledged that the meeting was in relation to the Community Governance Review and a copy of the Parish Council initial response to Shropshire Council had been included in the Agenda papers (Item 18a).

The Chair of Ludford Parish Council highlighted that work on the Parish boundary reviews had possibly been delayed until 2022, until Central Government had completed the Parliamentary review first.

She endorsed the joint meeting with LTC, thanking the Council for its co-operation, adding that she hoped that the joint working would continue. She welcomed the presence of the Deputy Mayor at the forthcoming opening of the new supermarket at Rocks Green.

The Chair of Ludford Parish Council invited those present to attend the next Ludford Parish Council meeting on Monday 15th November 7pm at the Bishop Mascall Centre.

A resident from Mill Street (1) – The resident from Mill Street spoke in connection to the proposed EV car charging points to be installed on Mill Street and other locations in the town centre.

He stated that he understood that a joint consultation had been carried out by Shropshire Council and Ludlow Town Council in September 2020 and to his knowledge no residents in Mill Street had seen the consultation. Results revealed that only 45 responses had been received from a potential 11k. Of those responses only half were from Ludlow residents, which in his view made it meaningless.

The resident said in his opinion the favoured charging places would be in Shropshire Council's car parks as opposed to the town centre locations of Mill Street, Broad Street or Corve Street. Similar schemes had been implemented in other towns such as Hereford where the charging points had been in public car parks which were easily identifiable and accessible. He added that he understood that Tesco in Ludlow had expressed a willingness to have an EV charging point and suspected that this would be the case for the new Sainsburys.

He drew Member's attention to the fact that Mill Street was in a conservation area, already blighted by parking. He pointed out that if EV charging points were installed, he felt that this would increase congestion, with potential queues of vehicles waiting to use points. He questioned how this would impact on emergency service vehicle access and bus/coach services.

He went on to say that residents were angry about the decision. They did not want confrontation but were prepared to involve local and National organisations, should need be.

Finally the resident stated that as Shropshire Council had made the decision on a recommendation from the Town Council, he was requesting the Town Council review its recommendation and vote for a change of policy to have the points installed in public and supermarket car parks.

A resident from Mill Street (2) – The resident from Mill Street outlined that he had travelled extensively over 48 years due to being in the Navy and had seen many democratic regimes. In his opinion the process for EV charging points was far from democratic.

He stated that it was only three days ago he learned that four charging stations were to be installed outside his home, although the decision had been made over 12 months ago. He pleaded with the Town Council to reconsider and relocate the charging points to Castle Street car park.

A resident from Mill Street (3) – The resident from Mill Street requested that the Town Council formally makes a U-turn on the EV charging points and parking bays. He felt that the process was flawed and stated that Castle Street Car Park was a perfectly acceptable alternative to Mill Street.

Cllr V Parry, Unitary Councillor, Shropshire Council – advised Council that she had spoken to the Street Lighting and Traffic Control Commissioner from Shropshire Council. He had stated that if he had just learnt he would be having four charging points installed outside his home he would be very angry. He felt that this would impact on deliveries, visitors and other activities. He added that the matter could be reviewed by Shropshire Council providing the Town Council made the request.

The Mayor thanked the speakers and advised those present that as the matter was not an Agenda item it would be looked into and findings reported back.

FC/179 LUDLOW POLICE

Apologies had been received.

FC/180 UNITARY COUNCILLORS SESSION

Cllr A Boddington, Ludlow North – suggested that a review of the EV points should be requested. He outlined that it could be discussed at the Town Council's Representational Committee meeting in December and then back to Full Council. He laid part of the blame for lack of information to residents at his door due to sparse information provided in his summer newsletters.

Turning to the supermarket site, formerly Budgens, Upper Galdeford, he commented that he was meeting with potential developers the next day. He stated that the planning application would come to the Representational Committee of the Town Council shortly.

Cllr V Parry, Ludlow South – stated that she was concerned about Helena Lane Day Centre and also the Rockspring Centre. She stated there were currently only volunteer organisations at the Rockspring Centre and a lack of paid staff. She also felt that there was an absence of activities at Helena Lane Day Centre. Both these positions pointed to reduced services, which could ultimately lead to closures.

In response to Councillor Parry's worries, Councillor Garner affirmed that both buildings were owned by separate organisations.

Helena Lane Day Centre was owned and operated by Shropshire Council. On a Tuesday and Wednesday, providing lunch and activities were provided in the

voluntary sector. Wednesday afternoons another support group used the building. The Early Years Team were also operating from Helena Lane and if anything she stated more services were being offered, rather than less, with more planned to commence.

Turning to the Rockspring Centre, Councillor Garner confirmed that this was owned and operated by the Wrekin Housing Trust. SSFS (South Shropshire Furniture Scheme) had vacated the building, returning to use the space at their Depot at Weeping Cross Lane. She highlighted that rooms could be hired at Rockspring, however they were subject to strict Covid rules of no more than eight people. She added that the future of the Rockspring building was current under review as Wrekin Housing were looking to divest buildings.

FC/181 MINUTES – 29th JUNE AND 11TH OCTOBER 2021

RESOLVED (unanimous) RP/DT

That the minutes of Full Council on Monday 29th June and 11th October 2021 be approved as a correct record.

FC/182 ITEMS TO ACTION

RESOLVED (unanimous) RP/PA

That the items to action be noted.

FC/183 CARGO BIKE DELIVERY SERVICE, LUDLOW

The Managing Director of Islabikes explained that he had partnered with Ludlow 21 to offer a one-to-one delivery service in Ludlow. He felt that as delivery vans had doubled in the last 20 years that a town alternative needed to be sought.

The year prior to the pandemic online shopping had increased by 18% however during the pandemic this had risen to 24% with Islabikes already reaching its 2029 projection.

He explained that the bikes themselves were electric but that the rider still had to pedal. He referred to the bike parked outside the Methodist Church stating that there were other designs such as a tricycle that could take heavier loads.

Comparable to a van delivery the bike rider had successfully completed 14 deliveries within an hour and the ongoing costs for the bike opposed to a van were minimal. In terms of carbon output studies had shown that the van emitted eight times as much carbon as man pedal power.

After receiving a grant he outlined that he had partnered with Ludlow 21 for the bike delivery trial in Ludlow until December 2021. He had since secured a

second grant and was negotiating with a local van courier to take on their local deliveries.

He added that in his opinion a bike rider delivery felt more personal than a van delivery to the benefit of Ludlow residents as well as reducing the carbon footprint.

He asked for the support from the Town Council to promote and evangelise the service.

Following a question from a Member the Managing Director confirmed that the bike was fitted with a bell and that general feedback from the public had been extremely positive. He also confirmed that the initiative with Ludlow 21 was non-profit making.

FC/184 SUSPEND STANDING ORDERS

RESOLVED (unanimous) RP/DL

That Standing Orders be suspended to allow Council to discuss Representatives on Outside Bodies and Vice-Chairs of Committees.

FC/185 REPRESENTATIVES ON OUTSIDE BODIES

RESOLVED (9:0:1) RP/PA

That the list of Representatives on Outside Bodies for 2021-22 attached to these minutes be approved.

FC/186 VICE-CHAIRS OF COMMITTEES

Policy & Finance Committee

Councillor Adams nominated Councillor Ginger. This was seconded by Councillor Pote.

No further nominations were received.

RESOLVED (unanimous) PA/GG

That Councillor Ginger become Vice-Chair of the Policy & Finance Committee for 2021-22.

FC/187 REPRESENTATIONAL COMMITTEE

Councillor Parry nominated Councillor Lyle. This was seconded by Councillor Thompson.

No further nominations were received.

RESOLVED (unanimous) VP/DT

That Councillor Lyle become Vice-Chair of the Representational Committee for 2021-22.

FC/188 SERVICES COMMITTEE

Councillor Parry nominated Councillor Boddington. This was seconded by Councillor Tapley.

No further nominations were received.

RESOLVED (unanimous) VP/AT

That Councillor Boddington become Vice-Chair of the Services Committee for 2021-22.

FC/189 STAFFING COMMITTEE

Councillor Lyle nominated Councillor Waite. This was seconded by Councillor Garner.

No further nominations were received.

RESOLVED (unanimous) DL/EG

That Councillor Waite become Vice-Chair of the Staffing Committee for 2021-22.

FC/190 TASK & FINISH GROUP MEMBERSHIP

Councillor Waite nominated herself for the Climate Task and Finish Group. This was seconded by Councillor Pote.

RESOLVED (unanimous) BW/RP

That Councillor Waite becomes a member of the Climate Task and Finish Group for 2021-22.

FC/191 Councillor Lyle nominated herself for the Climate Task and Finish Group for 2021-22.

RESOLVED (unanimous) DL/BW

That Councillor Lyle becomes a member of the Climate Task and Finish Group for 2021-22.

FC/192 Councillor Lyle nominated herself for the Budget Task and Finish Group.

RESOLVED (unanimous) DL/BW

That Councillor Lyle becomes a member of the Budget Task and Finish Group for 2021-22.

FC/193 **COMMITTEE MEMBERSHIP**

Councillor Lyle nominated herself for the Policy & Finance Committee.

RESOLVED (unanimous) DL/RP

That Councillor Lyle becomes a member of the Policy & Finance Committee for 2021-22.

FC/194 Councillor Adams nominated himself for the Staffing Committee.

RESOLVED (unanimous) DL/BW

That Councillor Adams becomes a member of the Staffing Committee for 2021-22.

FC/195 **RE-INSTATE STANDING ORDERS**

RESOLVED (unanimous) RP/DL

That Standing Orders be re-instated.

FC/196 **RECOMMENDATIONS FROM THE BUDGET TASK & FINISH GROUP**

RESOLVED (unanimous) RP/GG

To approve the amendment of the Shropshire Youth Association Grant to £7,200 (including VAT)

Organisation	Amount from FC	T&F Recommendation	T&F Reason

SYA	£6,000	To take the decision back to council for review, and that the amount awarded to SYA should be £7,200 (including VAT)	<p>The amount requested by SYA was £7,400.00 (Inc VAT £8880.00)</p> <p>The amount quoted to full council was £8880.00 including VAT.</p> <p>It therefore follows that the £6,000.00 recommended by council includes VAT, which means the actual amount received by SYA would be £5,000.</p> <p>Ludlow Town Council is a VAT registered body and is therefore eligible to reclaim VAT from HMRC.</p> <p>If LTC awards £6,000 plus VAT, which would mean paying £7,200 to SYA.</p> <p>LTC is eligible to reclaim the £1,200 VAT from HMRC – so the cost to the tax payer would be £6,000.00.</p>
-----	--------	--	---

			Therefore the amount awarded to SYA should be £7,200 (including VAT)
--	--	--	--

FC/196 RESOLVED (unanimous) RP/EG

To approve the grants for 2022 / 23 as stated in the table below:

Organisation	Amount
CAB	£2,000
Friends of Whitcliffe Common	£500
LAYP	£3,000
LAR	£7,500
LIB	£3,000
Ludlow Concert Band	£500
Ludlow Fringe Festival	£1,000
Ludlow VIC	£5,000
Ludlow Women's Centre	Declined. The application did not meet criterion 9
SSCAG	£2,500
SSYF	£1,500
WTL	£750
SYA	£7,200.00 (including VAT)
Total (excluding VAT)	£33,250.00

FC/197 RESOLVED (unanimous) RP/PA

To amend the 2023 / 24 grant process as stated below:

- The grant application process is reviewed to enable grants to be screened by a T&F to ensure they meet the criteria, and this process is reported back to council with grant funding recommendations for FC to discuss.

- That in 2023 / 24 the Project Support grant pot is increased from £3,000 to £10,000, and the core grant pot should be reduced by £7,000 so that the overall grant-funding amount is not increased.
- The limit of the project support funding should be increased to a maximum of £1,000 per application
- The VAT status of organisations making applications is established through a question on the application form.

FC/198 RESOLVED (unanimous) RP/EG

To ask all Ludlow's Youth Organisations to make presentations to Full Council so that their different roles and remits are more clearly understood.

FC/199 RESOLVED (unanimous) RP/DT

To approve the release of the Budget Statement relating to 2021 / 22; the Budget Setting Priorities in 2022 / 23; the outline of Identified Priority Projects in 2022 / 23.

FC/200 RESOLVED (unanimous) RP/GG

To approve the Budget Setting Timetable attached to these minutes.

FC/201 BEACON - QUEEN'S JUBILEE CELEBRATIONS, 2ND JUNE 2022

Councillor Lyle outlined that several sites had been identified for a Beacon to mark HM the Queen's Jubilee in 2022. She added that more detailed investigations and costings needed to be brought to a further Full Council meeting for approval.

FC/202 WELCOME BACK FUND UPDATE

RESOLVED (unanimous) RP/BW

To note the Welcome Back Fund update.

FC/203 LOCAL GOVERNMENT CODE OF CONDUCT

RESOLVED (unanimous) RP/DT

That the Local Government Code of Conduct be adopted with effect from 1st December 2021.

FC/204 ENVIRONMENT AGENCY – HENLEY ROAD CEMETERY

RESOLVED (9:0:1) RP/DT

To support the concerns and policy position from NALC including specific reference to the circumstances at Henley Road Cemetery.

FC/205 RESOLVED (9:0:1) RP/PA

To support the concerns and policy position from NALC for Ground Source Heat Pumps.

FC/206 COMMUNITY GOVERNANCE UPDATE

RESOLVED (9:0:1) RP/GG

To consider the original submission to the Unitary Authority from Ludford, and notify Ludford Parish Council of the Town Council's response in due course.

FC/207 DELEGATED AUTHORITY RECOMMENDATIONS FROM COMMITTEES

Representational Committee – 13th October 2021

RESOLVED (9:0:1) PA/AB

To ratify the Delegated Authority Recommendations from the Representational Committee 13th October 2021.

FC/208 SERVICES COMMITTEE – 20th OCTOBER 2021

RESOLVED (8:0:2) RP/BW

To ratify the Delegated Authority Recommendations from the Services Committee 20th October 2021.

FC/209 EXCLUSION OF PRESS AND PUBLIC: PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

RESOLVED (unanimous) RP/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 8:39 pm.

Town Mayor

Date

NB Closed session minutes WILL be issued.

CLOSED SESSION MINUTES

Closed Session minutes of a meeting of the **COUNCIL** held in the Guildhall, Mill Street, Ludlow on **MONDAY 8th NOVEMBER 2021** at **7:00PM**

FC/210 **GUILDHALL**

RESOLVED (unanimous) RP/GG

That the update is noted.

The meeting closed at 8.39pm

Town Mayor

Date