



MINUTES

Minutes of a meeting of the **COUNCIL** held at The Guildhall, Mill Street, Ludlow on **MONDAY 28TH JULY 2025** at **7.00 PM**.

FC/133 PRESENT

Chair: Councillor Lyle

Councillors: Addis; Childs; Cowell; Ginger; Harris; Hepworth; Maxwell-Muller; Owen; Parry; Scott-Bell; Tapley; Taylor; Waite

Officers: Gina Wilding, Town Clerk
Kate Adams, Deputy Town Clerk

ABSENCE

Councillor Gill was absent.

FC/134 HEALTH & SAFETY

The Mayor, Councillor Lyle, welcomed everyone to the Full Council meeting and made some health and safety announcements.

FC/135 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.

FC/136 MEETING PROTOCOL

The Mayor reminded Members of the vital importance of mutual respect, professionalism, and full adherence to the Council's Code of Conduct, Standing Orders, and Meeting Protocol.

Councillors and officers have distinct yet complementary roles and work collaboratively in the best interests of the community. Councillors are responsible for setting policy and representing the public, while officers provide impartial advice and are tasked with implementing Council decisions.

During meetings, Members must conduct themselves with decorum, follow the established rules of debate, and respect the authority of the Chair. Disruptive behaviour, undue pressure on officers, or prioritising personal interests above Council objectives undermines good governance and is contrary to the standards of conduct expected in Council proceedings.

Maintaining integrity, accountability, and a respectful environment is essential to ensuring effective and transparent decision-making.

FC/137 APOLOGIES

Apologies were received from Councillor Gill (family matter).

FC/138 DECLARATIONS OF INTEREST

Disclosable Pecuniary Interests

None

Conflicts of Interest

None

Personal Interests

<u>Member</u>	<u>Item</u>	<u>Reason</u>
Addis	25	Has work contracts with Grange Heating
Cowell	19	Knows Colin Richards (TWT)
Owen	19	Friend of Town Walls Trust Knows Colin Richards (TWT) Has made public comments regarding the town walls.
Childs	16	Daughter attends Rainbows Knows organiser of Restoring Shropshire Verges Project)
Maxwell-Muller	19	Knows Colin Richards (TWT)
Hepworth	19	Knows Colin Richards (TWT) Personal interest in St Laurence's Has made a statement on his position in relation to the town walls.
Parry	19 16	Knows Colin Richards (TWT) Ludlow Girl Guides involved in LIB Knows organiser of Restoring Shropshire Verges Project)

Lyle	14	Knows organiser of Restoring Shropshire Verges Project)
	16	Contact with Ludlow Girl Guides
	19	Knows Colin Richards (TWT)
	26	Knows owner of Wild Edric

FC/139 PUBLIC OPEN SESSION (15 minutes)

There were four members of the public in attendance.

A member of Ludlow's Chamber of Trade spoke in support of Visit Shropshire and urged the Town Council to renew their membership.

A member of Ludlow Regeneration Focus Group endorsed Visit Shropshire and asked for continued inclusion in related information.

A resident of Ludford stated that he hopes LTC will co-operate with he request from St Laurence's to come to a resolution regarding the town walls; that he hoped there will be no restriction on public speaking at meetings and that the chair will not be biased; that LTC need an outstanding audio system; and asked would LTC please press for enforcement on the state of buildings which are dangerous and untidy, even encouraging tenancy at a slightly lesser rate; LTC also needs to get Ludford bridge repaired as it is a historical monument.

FC/140 LUDLOW POLICE UPDATE

No update was received from the Safer Neighbourhood Team.

RESOLVED DL/KC (unanimous)

To submit the Police Crime Commissioner (PCC) Survey as drafted by the Town Clerk.

FC/141 LUDLOW'S UNITARY COUNCILLORS SESSION

Councillor Parry (Ludlow South) addressed the Council regarding a meeting she attended with the PCC last week and that things aren't very good at the moment.

She also responded to the member of the public that Ludford Bridge repairs have been scheduled by Shropshire Council.

Councillor Waite (Ludlow East) addressed the Council regarding the following:

- There are issues relating to health and vaccinations, people should be urged to vaccinate themselves and their children where possible;
- Homepoint (Shropshire homes) are under an urgent review with 7,000 households currently needing homes in Shropshire.

- People should continue to report potholes on public roads on Fix My Street as new pothole repairing equipment is now available to progress works quicker.
- SC is working with Town and Parish Council's including delegating services and funding.
- Funding is available for 'Street scene type projects'.
- There is a shift towards genuine partnership.
- Social care and fostering – there is a big need for carers to come forward.

FC/142 MINUTES

RESOLVED DL/KC (11:0:3)

That the minutes of the Council meeting held on Monday 23rd June 2025 be approved as a correct record and signed by the Chair with the amendment that on item FC/129 that two councillors abstained from voting.

FC/143 ITEMS TO ACTION

RESOLVED DL/PA (unanimous)

That the Items to Action were considered with the following matter to be brought to a future Full Council meeting for consideration:

- Reforming the Staffing Task & Finish Group to further Projects and Assets role
- Update on Shropshire Council's response re: implementation of TPO on Market Square.
- Reforming of Neighbourhood Plan Task & Finish Group.
- Update on the progress of attaining Coach Friendly Status.
- Update on the progress regarding covenant changes required to enable consideration of Ludlow Rugby Club's use the pitch at Wheeler Road.

FC/144 VISIT SHROPSHIRE

RESOLVED PA/IMM (12:0:2)

To renew the Town Council's annual standard level membership at a cost of £1,500.00

FC/145 PROJECTS

That the priority projects for the period September to December 2025 are as follows:

RESOLVED PA/DL (13:0:1)

- Installation and functioning of CCTV throughout Ludlow

RESOLVED MT/IMM (unanimous)

- Amplification equipment and live broadcasting capabilities in the Guildhall chamber

RESOLVED GG/BW (unanimous)

That there are only two priority projects for this period.

FC/146 PUBLIC PARTICIPATION

That the council's Standing Orders are amended as follows:

RESOLVED KC/PA (10:2:2) For: KC, PA, MT, DC, JH, BW, DL, IMM, GG, AT
Against: SH, VP
Abstention: ISB, RO

To allow public filming unless disruptive.

FC/147 RESOLVED DL/KC (unanimous)

To provide guidance on how to give notice and speak at meetings on the Council's website.

FC/148 NOT CARRIED GG/SH (4:9:1)

That in order to address the Council in public open session the member of the public must be a resident of Ludlow.

FC/149 RESOLVED PA/KC (9:4:1)

That Members of the public who are not residents of Ludlow may speak during public open session at the discretion of the Chair, particularly where the matter directly relates to the town or Council responsibilities.

FC/150 RESOLVED DL/KC (11:0:3)

To note that Shropshire Council Standards Sub Committee state that a Councillor attending a meeting of their authority is not able to speak other than as a Councillor.

FC/151 ADOPTION OF CLUSTER MODEL FOR OUTDOOR SPACES PARTNERSHIP IN SHROPSHIRE

RESOLVED DL/KC (13:0:1)

To note the cluster model and to approve Councillor Ian Maxwell-Muller (as chair of the Climate Action Task & Finish Group) to attend the Nature Recovery Conference on 3rd October.

FC/152 SUSPENSION OF STANDING ORDERS

RESOLVED DL/KC (unanimous)

To suspend standing orders.

FC/153 CORE GRANTS

RESOLVED DL/KC (10:1:2)

To approve the amendment of the criteria to read: Organisations must be prepared to attend Ludlow's Annual Town Residents Meeting to showcase their work and publicly recognise the support received from Ludlow Town Council.

FC/154 REINSTATE STANDING ORDERS

RESOLVED DL/KC (unanimous)

To reinstate standing orders.

FC/155 PROJECT SUPPORT GRANT

RESOLVED GG/SH (unanimous)

That the grant application does not meet the necessary criteria to show financial need and to ask the applicant to provide more information to enable the council to reconsider the application.

FC/156 INSURANCE

RESOLVED DL/KC (unanimous)

To note the report.

FC/157 TOWN CRIER

RESOLVED DL/SH (unanimous)

Ludlow Town Council does not approve any sponsorship opportunities or hosting a competition in Ludlow.

FC/158 SUSPENSION OF STANDING ORDERS

RESOLVED DL/KC (10:4:0)

To suspend standing orders.

Cllr Waite left the meeting at 20.41 .

FC/159 TOWN WALLS

RESOLVED DL/GG (unanimous)

To note the correspondence and to change the Full Council meeting on 8th September to have this as a single agenda item.

FC/160 REINSTATE STANDING ORDERS

RESOLVED DL/GG (12:0:1)

To reinstate standing orders.

FC/161 SCAFFOLDING INSPECTION

RESOLVED GG/DL (9:0:3)

To defer consideration until the requested information is received from Longmynd Consultants Ltd.

FC/162 COMMITTEE MEMBERSHIP

RESOLVED PA/IMM (11:0:3)

To approve the amendment of the membership of Policy & Finance Committee to reflect the resignation of Councillor Harris from the committee.

FC/163 COMMITTEE RECOMMENDATIONS

RESOLVED RO/MT (12:0:1)

To approve the following recommendations from Policy & Finance Committee on 21st July 2025:

POLICY REVIEW

a) Investment Policy

That the Council maintain a balance of £150,000.00 in the current account and all other funds be invested in the CCLA Public Sector Deposit Fund.

b) Communications Policies

That:-

a) a Communications Strategy Task and Finish Working Group be set up to review the Press Protocol, Social Media Policy, Communications Protocol and Community Engagement Policy and the terms of reference be approved.

b) The Communications Policy Task and Finish Working Group membership is Councillors Childs, Cowell, Lyle, Maxwell-Muller, Owen and Scott Bell.

CLIMATE ACTION TASK & FINISH GROUP

That:-

a) the minutes of the Climate Action Task and Finish Group meeting held on the 11th July 2025 be received.

b) The Climate Action Task and Finish Group recommendations from the 11th July 2025 be approved as follows:-

- That a meeting of the Ludlow Town Centre Planting Task & Finish Group be organised in September and put together a seasonal planting and tub maintenance strategy for 2025/26. This forum will allow us to begin pulling ideas together for the provision and maintenance of planting throughout Ludlow.

- That a volunteer group named St Johns Guardians should be set up. Once up and running all updates and information to go via Services Committee. The first volunteer day to take place on a weekday in September, DLF to all be available to assist with removal of rubbish etc., spades forks and trowels to be brought by the person or loaned by the DLF.

- That the updates made to the Climate Action Plan as listed above be approved.

FC/164 EXTENSION OF MEETING

RESOLVED DL/KC (unanimous)

To approve extension of the meeting until 9.15pm.

FC/165 COMMITTEE MINUTES

RESOLVED SH/IMM (unanimous)

That the minutes of the Representational Committee meeting held on 17th June 2025 be received.

FC/166 RESOLVED GG/IMM (unanimous)

That the minutes of the Representational Committee meeting held on 15th July 2025 be received.

FC/167 RESOLVED ISB/KC (10:0:3)

That the minutes of the Staffing Committee meeting held on 26th July 2025 be received.

FC/168 RESOLVED RO/MT (11:0:2)

That the minutes of the Policy & Finance Committee meeting held on 21st July

2025 be received.

FC/169 EXCLUSION OF PRESS AND PUBLIC: PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

RESOLVED DL/KC (unanimous)

That 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, and the meeting continue in closed session.

The meeting closed at 9.14pm.

Town Mayor

Date

Closed session minutes will be issued for this meeting.