



## MINUTES

Minutes of a meeting of the **COUNCIL** held at The Guildhall, Mill Street, Ludlow on **MONDAY 28<sup>TH</sup> 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

### **FC/134    ABSENT**

Councillor Gill was absent.

### **FC/135    HEALTH & SAFETY**

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

### **FC/136    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/137    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/138 APOLOGIES**

Apologies were received from Councillor Gill (family matter).

### **FC/139 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/140    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/141    LUDLOW POLICE UPDATE**

No update was received from the Safer Neighbourhood Team.

#### **RESOLVED DL/KC (unanimous)**

That the Police Crime Commissioner (PCC) Survey, as drafted by the Town Clerk, be submitted.

#### **FC/142    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/143    MINUTES**

**RESOLVED DL/KC (11:0:3)**

That the minutes of the Council meeting held on Monday 23<sup>rd</sup> 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/144    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/145    VISIT SHROPSHIRE**

**RESOLVED PA/IMM (12:0:2)**

That the Town Council's annual standard level membership at a cost of £1,500.00, be renewed.

**FC/146    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

**FC/147    RESOLVED MT/IMM (unanimous)**

Amplification equipment and live broadcasting capabilities in the Guildhall chamber

**FC/148    RESOLVED GG/BW (unanimous)**

That there are only two priority projects for this period.

**FC/149    PUBLIC PARTICIPATION**

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

That the Council's Standing Orders are amended to allow public filming unless disruptive.

**FC/150    RESOLVED DL/KC (unanimous)**

That guidance on how to give notice and speak at meetings is provided on the Council's website.

**FC/151    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/152    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/153    RESOLVED DL/KC (11:0:3)**

That is be noted that Shropshire Council's Standards Sub-Committee state that a Councillor attending a meeting of their authority is not able to speak other than as a Councillor.

**FC/154     ADOPTION OF CLUSTER MODEL FOR OUTDOOR SPACES PARTNERSHIP  
IN SHROPSHIRE**

**RESOLVED DL/KC (13:0:1)**

That the cluster model be noted and Councillor Ian Maxwell-Muller (as chair of the Climate Action Task & Finish Group) be approved to attend the Nature Recovery Conference on 3<sup>rd</sup> October.

**FC/155     SUSPENSION OF STANDING ORDERS**

**RESOLVED DL/KC (unanimous)**

That Standing Orders be suspended.

**FC/156     CORE GRANTS**

**RESOLVED DL/KC (10:1:2)**

That the criteria be amended 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/157     REINSTATE STANDING ORDERS**

**RESOLVED DL/KC (unanimous)**

That Standing Orders be reinstated.

**FC/158     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/159     INSURANCE**

**RESOLVED DL/KC (unanimous)**

That the report be noted.

**FC/160    TOWN CRIER**

**RESOLVED DL/SH (unanimous)**

That Ludlow Town Council does not approve any sponsorship opportunities or hosting of competitions in Ludlow.

**FC/161    SUSPENSION OF STANDING ORDERS**

**RESOLVED DL/KC (10:4:0)**

That Standing Orders be suspended.

Councillor Waite left the meeting at 8.41pm

**FC/162    TOWN WALLS**

**RESOLVED DL/GG (unanimous)**

That the correspondence be noted and to change the Full Council meeting on 8<sup>th</sup> September 2025 to have this as a single agenda item.

**FC/163    REINSTATE STANDING ORDERS**

**RESOLVED DL/GG (12:0:1)**

That Standing Orders be reinstated.

**FC/164    SCAFFOLDING INSPECTION**

**RESOLVED GG/DL (9:0:3)**

That consideration be deferred until the requested information is received from Longmynd Consultants Ltd.

**FC/165    COMMITTEE MEMBERSHIP**

**RESOLVED PA/IMM (11:0:3)**

That the amendment of the membership of Policy & Finance Committee, to reflect the resignation of Councillor Harris from the Committee, be approved.

**FC/166     COMMITTEE RECOMMENDATIONS****RESOLVED RO/MT (12:0:1)**

That the recommendations from the Policy & Finance Committee meeting held on the 21<sup>st</sup> July 2025, be approved:

**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 11<sup>th</sup> July 2025 be received.
- b) the Climate Action Task and Finish Group recommendations from the 11<sup>th</sup> 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/167    EXTENSION OF MEETING**

**RESOLVED DL/KC (unanimous)**

That an extension of the meeting, until 9.15pm, be approved.

**FC/168    COMMITTEE MINUTES**

**RESOLVED SH/IMM (unanimous)**

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

**FC/169    RESOLVED GG/IMM (unanimous)**

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

**FC/170    RESOLVED ISB/KC (10:0:3)**

That the minutes of the Staffing Committee meeting held on 26<sup>th</sup> June 2025 be received.

**FC/171    RESOLVED RO/MT (11:0:2)**

That the minutes of the Policy & Finance Committee meeting held on 21<sup>st</sup> July 2025 be received.

**FC/172    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.

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Town Mayor

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Date

Closed session minutes will be issued for this meeting.