



LUDLOW TOWN COUNCIL

AGENDA

SERVICES COMMITTEE

To: All Members of the Council, Deputy Town Clerk, DLF Supervisor,
Unitary Councillors, Press

Contact: Gina Wilding, Town Clerk

Ludlow Town Council, The Guildhall, Mill Street, Ludlow, SY8 1AZ

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Despatch date: Friday 3rd January 2025.

You are summoned to attend a meeting of the
Services Committee on
Wednesday 8th January 2025 at 7pm
At The Guildhall, Mill Street, Ludlow.

Gina Wilding

Gina Wilding
Town Clerk

Key Agenda Items:

- Ludlow Market risk management
 - Teddy Bear's picnic
 - Henley Road Cemetery
 - Fees & charges

The public may speak at this meeting

In Public Open Session (15 minutes) – Members of the public are invited to make representations to the Council on any matters relating to the work of the Council or to raise any issues of concern.



1. **WELCOME FROM THE CHAIR & ESSENTIAL HOUSEKEEPING INFORMATION**

Councillors and members of the public are to note that the fire exits can be found to the rear of the building or left outside the Council Chamber and via the front door. The fire assembly point is on the pavement opposite the Guildhall. For fire safety purposes all Councillors should sign the attendance book and members of the public should sign the attendance sheet.

2. **RECORDING OF MEETINGS**

Under the Openness of Local Government Regulations 2014, recording and broadcast including blogging, tweeting and other social media 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 asks that they make this known immediately.

3. **APOLOGIES**

To receive apologies from members of the Committee.

4. **DECLARATIONS OF INTEREST**

To receive the declarations of interests from Members of the Committee:

- a) Disclosable Pecuniary Interest
- b) Declaration of conflicts of Interest
- c) Declarations of personal interest

Members are reminded that they must not participate in the discussion or voting on any matter in which they have a Disclosable Pecuniary Interest and should leave the meeting temporarily prior to the commencement of the debate.

5. **PUBLIC OPEN SESSION (15 MINUTES)**

Members of the public are invited to make representations to the Committee on any matters relating to the work of the Committee or Council.

6. **LUDLOW'S UNITARY COUNCILLORS' SESSION**

Ludlow's Unitary Councillors are invited to provide a short update on Shropshire Council matters relating to Ludlow.

7. **MINUTES**

To approve as a correct record the open and closed minutes of Services Committee on **Wednesday 27th November 2024**.

8. **ITEMS TO ACTION**

To note the items to action sheet from **Wednesday 27th November 2024**.



ITEM	Attachment
9. <u>MARKET LOGO SURVEY</u> To consider the results of the recent market logo survey and approve the new logo for Ludlow Market.	9
10. <u>LUDLOW MARKET RISK MANAGEMENT</u> To adopt the reviewed and updated risk assessment for market set up, and standard operating procedure (SOP) for market traders accessing market electricity.	10
11. <u>LUDLOW MUSEUM AT THE BUTTERCROSS UPDATE</u> a) To note the gift of a secure merchandise cabinet. b) To note the redecoration works completed in December 2024. c) To note the update regarding temporary exhibitions and children's activities.	11
12. <u>TEDDY BEAR'S PICNIC</u> To approve a new youth community activity.	12
13. <u>HOUSMAN PLAY AREA</u> To note the update.	13
14. <u>CASTLE GARDENS PLANTING</u> To note the further explanation and comparison prices provided and approve the original plant order.	14
15. <u>HENLEY ROAD CEMETERY – BURIAL GROUND MANAGEMENT</u> To consider the report.	15
16. <u>HENLEY ROAD CEMETERY – RAISED KERB SETS</u> To consider the report.	16
17. <u>BENCH DEDICATED TO LUDLOW HOSPITAL LEAGUE OF FRIENDS</u> To consider funding a plaque to be installed on a Ludlow Town Council owned bench already in situ.	17
18. <u>FEES</u> To approve the finalised fees for 2025 / 26	18
19. <u>LUDLOW FOOD FESTIVAL</u> To approve	19



M e m b e r s h i p

Councillors B. Waite (Chair), Garner, Gill, Ginger, Hall, Miller, Jones, Parry, Tapley, and S Waite.

Notes

The next Services Committee meeting will be held on Wednesday 19th February 2025.