

MINUTES

Minutes of a meeting of the **SERVICES COMMITTEE** adjourned from 2nd April 2025 and held in the Guildhall, Mill Street, Ludlow on **WEDNESDAY 11th JUNE 2025** at **7.00PM..**

S25/001 PRESENT

Chair: Councillor Cowell

Councillors: Addis, Childs (Vice), Gill, Ginger, Hepworth, Lyle, Parry, Taylor.

Officers: Gina Wilding, Town Clerk
Kate Adams, Deputy Town Clerk
Tony Caton, Market Officer
Mark Hilton, DLF Supervisor
Julie Cox, Finance Assistant

S25/002 ABSENT

Councillors Harris and Tapley were absent.

S25/003 WELCOME AND ESSENTIAL HOUSEKEEPING INFORMATION

The Chair, Councillor K Cowell, welcomed everyone to the Services Committee meeting at the Guildhall and explained housekeeping information.

S25/004 RECORDING OF MEETINGS

The Chair notified those present that under the Openness of Local Government Regulations 2014, recording and broadcasting is permitted during public session of Council Meetings.

S25/005 ELECTION OF A VICE CHAIR

RESOLVED MT/JH (8:0:1)

Councillor Childs was elected as Vice Chair of the Services Committee

S25/006 APOLOGIES

Apologies were received from Councillor Harris (meeting clash).

S25/007 DECLARATIONS OF INTEREST

Disclosable Pecuniary Interests

None declared.

Conflicts of Interest

Councillor Parry

Item 16 Bowser

Personal Interests

Councillor Taylor

His wife is member of Flowerbox Action Group.

S25/008 PUBLIC OPEN SESSION (15 minutes)

There were two members of the public present.

A representative from Ludlow Quakers spoke regarding a request made to Full Council on 14th April 2025 to hold a short meeting at the Peace Memorial on 21st September 2025 (International Peace Day). He confirmed that white poppies be worn and given away to participants on this day. He reported that Royal British Legion were not in support of the use of the peace Memorial and he would be approaching them to ask for them to reconsider their decision, reiterating that there would be no request for money for the white poppies.

S25/009 LUDLOW UNITARY COUNCILLORS SESSION

Councillor Parry, Ludlow South was present but did not have any updates.

S25/010 MINUTES

RESOLVED GG/KC (5:0:4)

That the minutes of Services Committee meeting held on 23rd April 2025 be approved as a correct record and signed by the Chair.

S25/011 ITEMS TO ACTION

RESOLVED TG/MT (unanimous)

That the Items to action from Services Committee Wednesday 23rd April 2025 be noted.

S25/012 HENLEY ROAD CEMETERY

RESOLVED MT/DL (unanimous)

That the scope of the report should include costings to widen the existing path to the Babies' Memorial Area to ensure it is wheelchair accessible; that the wooden arch be modified to allow comfortable wheelchair access; and that the arch planting be reviewed to avoid species with sharp thorns..

S25/013 V J DAY

RESOLVED DL/TG (unanimous)

To approve working collaboratively with Ludlow Castle and Ludlow Chamber of Trade to put on a V J celebration event in the Castle on 15th August 2025.

To approve a contribution of up to £2,200.00 towards the event infrastructure such as first aid provision, and mobile toilets from Ludlow Town Council, to be funded from the contingencies budget 501/4800.

S25/014 CASTLE STREET TOILETS

RESOLVED TG/VP (6:2:1)

That no changes be made to the gender designation or signage of the toilets.

S25/015 RESOLVED TG/VP (8:1:0)

To approve that in the longer-term Ludlow Town Council seek funding for upgrades through grants or community projects to refurbish the facilities

S25/016 CASTLE STREET TOILETS COIN BOXES

RESOLVED GG/PA (unanimous)

That approval be given to seek quotations for the installation of facilities to enable card payments at the Castle Street Car Park toilets, and that a report on costings and feasibility be brought back to the Committee for consideration.

S25/017 SHROPSHIRE YOUTH ASSOCIATION (SYA) REPORT

RESOLVED GG/TG (unanimous)

To approve that while the Youth Centre remains closed the Council grants permission for the allocated funding to be used to fund other suitable activities including organising a trip for the young people who would normally attend the centre.

To receive a term report from SYA.

S25/018 LUDLOW MARKET

RESOLVED GG/DL (unanimous)

To note the Market Officer's report on the aspects of the market's trading structure and stall occupancy across Town Council-managed markets.

S25/019 RESOLVED KC/DL (unanimous)

To note the initiatives in support of market trading provided from National Association of British Market Authorities (NABMA).

S25/020 LUDLOW MARKET STRUCTURAL REPORT

RESOLVED GG/JH (unanimous)

To approve that two local fabrication companies be invited to provide quotations for repairs or replacement of corroded or damaged parts of the market stalls.

S25/021 TOWN CENTRE PLANTERS

RESOLVED PA/DC (4:3:2)

That the two large tree planters containing Mountain Ash, remain in their current placement in Castle Gardens.

S25/022 BOWSER

This item was withdrawn from the agenda.

S25/023 MAY FAIR

RESOLVED GG/TG (unanimous)

That the May Fair organiser be cautioned that causing even minor damage to properties is not acceptable, and to reassure the resident that Ludlow Town Council takes the matter seriously organiser.

S25/024 RESOLVED TG/GG (unanimous)

That when the contract between Ludlow Town Council and the Mayfair organiser is due for renewal it should contain a clause explicitly stating that

any damage caused by the Fair is the Principal Event Organisers (PEO) responsibility.

S25/025 CASTLE GARDENS CK/GG (unanimous)

To approve the siting of a new bench in the specified location in Castle Gardens.

The meeting closed at 8.26pm

Chairman

Date