

LUDLOW TOWN COUNCIL

A G E N D A

To: All Members of the Council, Unitary Councillors, Press

Contact: Gina Wilding

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Despatch date: 22nd July 2026

COUNCIL

You are summoned to attend the meeting of Ludlow Town Council to be held at
The Guildhall, Mill Street, Ludlow, SY8 1AZ on

MONDAY 27TH JULY 2026 at 7.00pm

Gina Wilding

Gina Wilding
Town Clerk

Key Agenda Items:

- LUDLOW MARKET PARKING
 - YOUTH FESTIVAL
 - VISIT SHROPSHIRE
 - CO-OPTION UPDATE

The public may speak at this meeting

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 MAYOR AND HEALTH & SAFETY INFORMATION**

Councillors and members of the public are to note that the fire exits can be found to the rear of the building 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 broadcasting 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. **MEETING PROTOCOL**

Members are reminded 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.

4. **APOLOGIES**

To receive Councillor's apologies.

5. **DECLARATIONS OF INTEREST**

To receive declarations of interests for:

- 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 room prior to the commencement of the debate. (Disclosable Pecuniary Interests) Regulations 2012 (SI 2012/1464)

6. **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. Public Bodies (admissions to meetings) Act 1960 s 1 extended by the LG Act 972 s 100.
7. **LUDLOW POLICE UPDATE**
To receive an update from the Safer Neighbourhood Team.
8. **LUDLOW'S UNITARY COUNCILLORS SESSION**
Ludlow's Unitary Councillors are invited to provide updates on Unitary Council matters related to Ludlow.
9. **VISIT SHROPSHIRE MEMBERSHIP PROPOSAL**
 - a) To receive a presentation.
 - b) To consider a membership proposal and that Ludlow Chamber has provisionally made an offer to contribute funds to support premium level membership. [9b](#)
10. **MINUTES**
To approve the open and closed session minutes of Council on 22nd June 2026 as a correct record of the meeting (LGA 1972 Sch 12 para 41(1)). [10](#)
11. **ITEMS TO ACTION**
To note the items to action from Council on 22nd June 2026. [11](#)

Item No.	ITEM	Attachment
12.	MARKET TRADER LIAISON GROUP	
	To consider a report.	12
13.	YOUTH FESTIVAL	
	To receive an update on event organisation.	13
14.	UPDATE ON DEVOLUTION EXPRESSION OF INTEREST	
	To note that Shropshire Council has acknowledged receipt of the Expression of Interest and accompanying email, and an officer has made contact to begin discussions regarding asset transfer.	No papers
15.	CO-OPTION UPDATE	
	To note that we have received one application to date, and that the deadline for applications is 12 th August 2026.	No papers
16.	ELECTION OF POLICY & FINANCE COMMITTEE CHAIR	
	To accept the resignation of Councillor Owen as chair of Policy & Finance Committee, to note that Councillor Owen will remain a member of the committee, and to elect a new chair.	No papers
17.	PAYMENT SIGNATORIES	

	To approve Councillors Ginger and Parry as authorised signatories for payments.	No papers
18.	REPRESENTATIVES ON OUTSIDE BODIES	
a)	To note the Representatives on Outside Bodies Policy.	<u>18a</u>
b)	To consider filling the vacancies, and to approve a councillor requested exchange of representative for Ludlow French Twinning for 2026/27.	<u>18b</u>
19.	MARKET PARKING UPDATE	
	To receive a report.	<u>19</u>
20.	STAFFING COMMITTEE	
	To receive a report on the implications of moving Staffing Committee meetings to the evenings.	<u>20</u>
21.	COMMITTEE TERMS OF REFERENCE	
a)	To adopt the revised Terms of Reference for Representational Committee.	<u>21a</u>
b)	To adopt the revised Terms of Reference for Staffing Committee.	<u>21b</u>
22.	COMMITTEE RECOMMENDATIONS	
	To approve recommendations from Policy and Finance Committee on Monday 20 th July 2026.	<u>22</u>
23.	COMMITTEE MINUTES	
	To receive the minutes of:	
a)	Representational Committee on 16 th June 2026 and 14 th July 2026.	<u>23a</u>
b)	Staffing Committee on 2 nd July 2026.	<u>23b</u>
24.	COMMUNICATIONS TASK & FINISH GROUP UPDATE	
a)	To receive the meeting notes from 20 th May 2026 and 22 nd July 2026.	<u>24a</u>
b)	To approve the recommendation.	<u>24b</u>
25.	CCTV	
	To consider a report.	<u>25</u>
26.	EXCLUSION OF PRESS AND PUBLIC: PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960	
	The Chairman will move 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.	No papers
27.	CHURCHYARD WALLS	

a)	To receive the meeting notes from the Joint Working Group on 7 th July 2026.	27a
b)	To consider the update from the Chair of the Town Walls Trust.	No papers
28.	LEGAL ADVICE	
	To consider a confidential staffing-related matter (report to follow).	No papers
29.	COMPLAINT	
a)	To note the Complaints Procedure and the Disciplinary & Grievance Policy and Procedure.	29a
b)	To consider the staff related complaint from a member of the public in relation to the complaints procedure and the action that should be taken.	No papers

M e m b e r s h i p

Councillors Lyle (Town Mayor), Addis (Deputy Mayor), Childs, Cowell, Gill, Ginger, Harris, Hepworth, Maxwell-Muller, Owen, Parry and Taylor.

The date of the next Council meeting is 26th August 2026

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