



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: 7th March 2018

POLICY & FINANCE COMMITTEE

You are summoned to attend a meeting of the Policy & Finance Committee to be held in the Guildhall, Mill Street, Ludlow on Monday 12th March 2018 at 7.00pm

Gina Wilding
Town Clerk

Key Agenda Items:

- **January & February Income & Expenditure**
- **Policy Review**
- **End of Year, Internal and External Audit**

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. **Health and Safety** – Councillors and members of the public are to note that the fire exits can be found to the rear of the building, 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. **Apologies**
3. **Declarations of Interests**
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.
 - a) Disclosable Pecuniary Interest
 - b) Declaration of conflicts of Interest
 - c) Declarations of personal interest
4. **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.
5. **Ludlow’s Unitary Councillors Question and Answer Session** – Ludlow’s Unitary Councillors are invited to address any questions to the Committee.
6. **Minutes** – To approve the minutes of the **POLICY & FINANCE COMMITTEE** meeting held on **MONDAY 22ND JANUARY 2018**. (Open and Closed Session)
7. **Items to Action** – To note the items to action sheet from the previous Policy and Finance Committee Meeting held on 22nd January 2018.

ITEM	Attachment
8. FINANCE INFORMATION	
To receive:-	
a) Cash Book – Payments and Income – January & February 2018	8a
b) Reconciliation – January & February 2018	8b
c) Barclaycard Statement – January & February 2018	8c
d) PayPal – Payments, Income & Reconciliation – January & February 2018	8d
e) Mayor’s Charity – Payment, Income & Reconciliation – January & February 2018	8e
9. POLICIES	
a) To review the Use of Town Council Gazebos for Community Groups Policy	9a
b) To note the existing policy and review the revised Social Media Policy	9b



10. SHROPSHIRE COUNCIL CONSULTATION	10
To consider and comment on Shropshire Pharmacy Needs Assessment 2018.	
11. COMMUNITY LED PLAN SURVEY	11
To comment on the final version	
12. MOBILE PHONE PROVISION	12
To consider a report	
13. END OF YEAR, INTERNAL AND EXTERNAL AUDIT UPDATE	13
To note year end, internal audit dates, and external audit procedures.	
14. EXCLUSION OF PRESS AND PUBLIC: PUBLIC BODIES ADMISSION TO MEETINGS ACT 1960	No papers
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.	
15. BUTTERCROSS SHOP RENT REVIEW	15
To consider the report	

M e m b e r s h i p

Members of the Policy & Finance Committee

Councillors Copley (Chair); Gill (Vice-Chair); Clarke; Garner; Ginger; Jones; Lyle; Mahalski; O'Neill; Parry; Perks; Sheward; Smithers

Notes

The next Policy & Finance Committee meeting will be held on 16th April 2018