



## LUDLOW TOWN COUNCIL A G E N D A

To: All Members of the Council, Unitary Councillors, Press  
**Contact: Gina Wilding**  
**Ludlow Town Council, The Guildhall, Mill Street, Ludlow,**  
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**Despatch date: 29<sup>th</sup> November 2017**

### **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 4<sup>th</sup> December 2017 at 7.00pm

Gina Wilding  
Town Clerk

### Key Agenda Items:

- **October Income & Expenditure**
- **Policy Review**
- **Boundary Review**

*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 23<sup>rd</sup> OCTOBER 2017** (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 23<sup>rd</sup> October 2017

<b>ITEM</b>	<b>Attachment</b>
<b>8. FINANCE INFORMATION</b>	
To receive:-	
a) Cash Book – Payments and Income – October 2017	<b>8a</b>
b) Reconciliation – October 2017	<b>8b</b>
c) Barclaycard Statement – October 2017	<b>8c</b>
d) PayPal – Payments, Income & Reconciliation – October 2017	<b>8d</b>
e) Mayor’s Charity – Payment, Income & Reconciliation – October 2017	<b>8e</b>
<b>9. POLICIES</b>	
a) To review the Vehicle Policy & Procedures Policy	<b>9a</b>
b) To review the Retention and Destruction Policy	<b>9b</b>



<p><b>10. BOUNDARY REVIEW</b> To agree a response to the Boundary Review Consultation</p> <p><b>11. BARCLAYS BANK</b> To note changes to Business Account</p> <p><b>12. GENERAL DATA PROTECTION REGULATIONS</b> To consider papers and update</p>	<p><b>10</b></p> <p><b>11</b></p> <p><b>12</b></p>
<p><b>M e m b e r s h i p</b></p> <p>List of Members of the Policy &amp; Finance Committee</p> <p>Councillors Copley (Chair); Gill (Vice-Chair); Clarke; Garner; Ginger; Jones; Lyle; Mahalski; O'Neill; Parry; Perks; Pote; Sheward; Smithers</p>	
<p><b>Notes</b></p> <p>The next Policy &amp; Finance Committee meeting will be held on 23<sup>nd</sup> January 2018</p>	