



LUDLOW TOWN COUNCIL A G E N D A

To: All Members of the Council, Unitary Councillors, Press
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Despatch date: 17th July 2019

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 22nd July 2019 at 7.00pm

Gina Wilding
Town Clerk

Key Agenda Items:

- 1st Quarter Income & Expenditure
 - Policies

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. **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**
4. **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
5. **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.
6. **Ludlow’s Unitary Councillors Question and Answer Session** – Ludlow’s Unitary Councillors are invited to address any questions to the Committee.
7. **Minutes** – To approve the open and closed session minutes of the **POLICY & FINANCE COMMITTEE** meeting held on **Monday 10th June 2019**.
8. **Items to Action** – To note the items to action sheet from the previous Policy and Finance Committee Meeting held on **Monday 10th June 2019**.

	ITEM	Attachment
9.	FINANCE INFORMATION To receive:-	
a)	Cash Book – Payments and Income – May & June 2019	9a
b)	Reconciliation – May & June 2019	9b
c)	Barclaycard Statements – May 2019	9c
d)	PayPal – Payments, Income & Reconciliation – May & June 2019	9d
e)	Mayor’s Charity – Payment, Income & Reconciliation – May & June 2019	9e



<p>10.</p> <p>a)</p> <p>b)</p> <p>11.</p> <p>12.</p> <p>13.</p> <p>14.</p> <p>a)</p> <p>b)</p>	<p>1st QUARTER</p> <p>To note the Income and Expenditure Report</p> <p>To note the Exceptions Report</p> <p>POLICIES</p> <p>To review the Children and Vulnerable Adults Protection Policy</p> <p>BARCLAYCARD</p> <p>To note additional security procedure</p> <p>BUDGET CODES</p> <p>To consider a report on combining two budget codes</p> <p>GENERAL DATA PROTECTION REGULATIONS (GDPR)</p> <p>To note that Council has adopted the recommendation from the Data Protection Officer (DPO) that all Councillors have General Data Protection Regulation (GDPR) training, and this is being arranged for a Wednesday evening in September at the Guildhall.</p> <p>To note that Council has adopted the recommendation from the Data Protection Officer (DPO) that all councillors have @ludlow.gov.uk email addresses, and these email addresses have been supplied to members with set up instructions.</p>	<p>10a</p> <p>10b</p> <p>11</p> <p>12</p> <p>13</p> <p>No Papers</p>
<p>M e m b e r s h i p</p> <p>Members of the Policy & Finance Committee</p> <p>Councillors Cobby (Chair); Clarke; Garner; Gill; Ginger; Lyle; Mahalski (Vice-Chair); O'Neill; Parry; Perks; Pote; Sheward; Smithers</p>		
<p>Notes</p> <p>The next Policy & Finance Committee meeting will be held on the 9th September 2019</p>		