



LUDLOW TOWN COUNCIL A G E N D A

To: All Members of the Council, Unitary Councillors, Press
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Despatch date: 4th September 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 9th September 2019 at 7.00pm

Gina Wilding
Town Clerk

Key Agenda Items:

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 22nd July 2019**.
8. **Items to Action** – To note the items to action sheet from the previous Policy and Finance Committee Meeting held on **Monday 22nd July 2019**.

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



10.	BT PAYPHONE REMOVAL To note the email from Shropshire Council	10
11.	LUDLOW FOOD BANK HALF YEARLY REPORT To receive the half yearly report from Ludlow Food Bank.	11
12.	BUDGET SETTING TIMETABLE To receive the draft budget setting timetable for the 2020 / 21 budget	12
13.	POLICY To review the Community Engagement Strategy	13
14.	GENERAL DATA PROTECTION REGULATIONS (GDPR)	
a)	To adopt the ICO GDPR Toolkit	14a
b)	To receive an update on councillor emails	14b
15.	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
16.	BROADBAND To consider a report and quotations for High Speed Broadband for the Guildhall	16

M e m b e r s h i p

Members of the Policy & Finance Committee

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

Notes

The next Policy & Finance Committee meeting will be held on the 21st October 2019