

## MINUTES

Minutes of a meeting of the **POLICY AND FINANCE COMMITTEE** held in the Guildhall, Mill Street, Ludlow on **MONDAY 12<sup>th</sup> MARCH 2018** at **7.00PM**

### **PF/87      PRESENT**

Vice Chairman:                      Councillor Gill

Councillors:                              Clarke, Garner, Mahalski, O'Neill, Parry, Perks, Sheward and Smithers

Officers:                                      Gina Wilding, Town Clerk  
Rachael Ponsford, Finance Assistant

### **PF/88      HEALTH & SAFETY**

The meeting was chaired by the Vice Chairman, who informed Councillors and members of the public of the fire exits, fire assembly point and asked that everyone sign the attendance log.

### **PF/89      APOLOGIES**

Apologies for absence were received from Councillors Copley(Chairman), Ginger and Jones.

### **PF/90      DECLARATIONS OF INTEREST**

#### Disclosable Pecuniary Interests

<u>Member</u>	<u>Item</u>	<u>Reason</u>
None declared		

#### Declaration of Conflicts of Interest

<u>Member</u>	<u>Item</u>	<u>Reason</u>
V Parry	-	Ludlow in Bloom

#### Declarations of Personal Interest

<u>Member</u>	<u>Item</u>	<u>Reason</u>
T Gill	8e	Mayor's Charity
G Perks	9b	Communication Strategy
	13	Ongoing I.C.O. discussion
	15	Wife customer of shop
V Parry	15	Friends of Shop Owners

**PF/91 PUBLIC OPEN SESSION (15 minutes)**

Mr Robin Pote called members attention to the enormous amount of hard work carried out by Councillors Garner and Lyle in relation to the Community Led Plan and the steering group.

**PF/92 UNITARY COUNCILLORS SESSION**

Cllr Parry reported it was hopeful that the Environmental Maintenance Grants for small parishes were to be reinstated.

In relation to the Community Enablement Officers, Councillor Parry said, it was questionable whether the Local Area Committee would continue to run along the same lines or even run at all.

**PF/93 MINUTES**

**RESOLVED (7:1:1) TG/JS**

That both the open and closed minutes of the Policy and Finance Committee meeting held on 22nd January 2018, be signed by the Chairman as a correct record of the meeting.

**PF/94 ITEMS TO ACTION**

**RESOLVED (Unanimous) TG/EG**

That the Items to Action be noted.

**PF/95 FINANCIAL INFORMATION**

The Mayor informed the Committee that approximately £1,000 was raised from the sponsored swim and this will be reflected in the next Mayor's Charity P & F report.

Councillor Garner felt a comparative review of income over a three year period would be of interest.

**RESOLVED (Unanimous) GP/JS**

That the Payments, Income, Reconciliation, Barclaycard, PayPal and Mayor's Charity reports for January and February 2018, be received.

**PF/96**      **POLICIES****Use of Town Council Gazebos for Community Groups****RECOMMENDED (Unanimous) TG/GP**

A condition be added to the policy with regard to compensation to the Council for damage caused during hire. A signing in/out process to be incorporated when loaning out of the gazebos to external groups ensuring monitoring of the condition and any damage to be met by the hiring group.

**PF/97**      **SOCIAL MEDIA POLICY****RECOMMENDED (Unanimous) EG/GP**

To adopt the revised Policy with an amendment to include all Social Media used by The Council.

**PF/98**      **SHROPSHIRE COUNCIL CONSULTATION****RESOLVED (Unanimous) TG/GP**

Ludlow lacked provision of evening opening hours so potentially disadvantaging working family's access to pharmacy services. There is also no Sunday opening.

Members understand that pharmacies can be used as an alternative to some GP services, although not sure if this level of service was on offer in Ludlow It was noted that the pharmacy cannot physically open shop until a qualified pharmacist is present

**PF/99**      **COMMUNITY LED PLAN SURVEY (CLP)****RESOLVED (7:2:0) GP/TG**

- i) To approve the proposed questions for the CLP questionnaire
- ii) It was agreed that a Neighbourhood Plan would be looked into for the future and this survey would be a good evidence base to start the process.

**PF/100**      **MOBILE PHONE PROVISION****RESOLVED (Unanimous) TG/JS**

- i) To approve bringing three quotations for eight contract phones back to Committee.
- ii) To retain the current provision of 3NO PAYG phones.

**PF/101 END OF YEAR, INTERNAL AND EXTERNAL AUDIT UPDATE**

**RESOLVED (8:1:0) TG/CS**

To note the report confirming the dates for the internal audit, and external audit, and the procedure for the Limited Assurance Review.

**PF/102 EXCLUSION OF PRESS AND PUBLIC: PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

The Chairman moved 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.

**RESOLVED (Unanimous) TG/JS**

That the public be excluded and the meeting continue in closed session

The meeting closed at 8.02pm

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Date

N.B. Closed Session Minutes will be issued separately