

## MINUTES

Minutes of a meeting of the **POLICY AND FINANCE COMMITTEE** held in the Guildhall, Mill Street, Ludlow on **MONDAY 22<sup>nd</sup> JANUARY 2018** at **7.00PM**

### **PF/72     PRESENT**

Chairman:                   Councillor Cobley

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

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

### **PF/73     HEALTH & SAFETY**

The Chairman informed Councillors and members of the public of the fire exits, fire assembly point and asked that everyone sign the attendance log.

### **PF/74     APOLOGIES**

Apologies for absence were received from Councillors Ginger, Clarke, Jones, Lyle, Gill and Sheward.

### **PF/75     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>
G Perks	4	Pride of Place
	8a & 9	Civic Regalia payment
A Cobley	14	Receives Shropshire County Pension

**PF/76 PUBLIC OPEN SESSION (15 minutes)**

Mr Michael Jackson, resident of Lower Broad Street strongly expressed his feelings regarding litter and dog fouling in the town.

Cllr Cobley confirmed that the majority of litter collection was the responsibility of the County Council and without photographic evidence there was little the Town Council could do regarding dog fouling.

Councillor Perks proposed that Rep consider skip management, that Councillors look at updating the dog fouling policy and that the situation is more vigorously policed.

Mr Jackson wishes to be notified by the Council what is being done about the problem. He left the meeting at 7.20pm.

**PF/77 UNITARY COUNCILLORS SESSION**

Cllr Parry was in attendance and confirmed that the SALC AGM Meeting is to be held at Shropshire Council on 23<sup>rd</sup> February at 5.30pm.

**PF/78 MINUTES**

**RESOLVED (unanimous) TM/JS**

That both the minutes of the Policy and Finance Committee meeting held on 4<sup>th</sup> December 2017, be signed by the Chairman as a correct record of the meeting.

**PF/79 ITEMS TO ACTION**

The Chairman thanked staff for their work.

**RESOLVED (unanimous) AC/JS**

That the Items to Action be noted.

**PF/80 FINANCIAL INFORMATION**

**A Named Vote was proposed**

**RESOLVED (5:2:0) (GP/VP)**

Cllr Cobley	In favour
Cllr Mahalski	In favour
Cllr Smithers	In favour
Cllr Garner	In favour

Cllr Parry           Against  
Cllr Perks           Against  
Cllr O'Neill         In favour

**RESOLVED AC/JS**

That the Payments, Income, Reconciliation, Barclaycard, PayPal and Mayor's Charity reports for November and December 2017, be received.

**PF/81       3<sup>RD</sup> QUARTER**

**RESOLVED (5:1:1) AC/JS**

That the 3<sup>rd</sup> Quarter Income and Expenditure and Exceptions reports be received.

**PF/82       MAYOR AND DEPUTY MAYOR'S CIVIC VISITS**

Members of the Committee expressed their thanks for the hard work and attendance of civic events by both the Mayor and the Deputy Mayor.

**RESOLVED (unanimous) JS/TM**

That the Mayor's and Deputy Mayor's Civic visits be noted.

**PF/83       POLICIES  
Smoking & E Cigarettes**

**RECOMMENDED (6:0:1) AC/TM**

- i) To approve extracted amendments in The Employee Handbook (marked in red)
- ii) To approve extracted amendments in The Disciplinary & Grievance Policy (marked in red)
- iii) To approve the letter to staff

**PF/84       BUDGET HEADINGS**

**RESOLVED (unanimous) AC/JS**

To note that from the 1<sup>st</sup> April 2018, new codes will be created for each separately billed electricity supply and water supply.

**PF/85**      **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) AC/JS**

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

The meeting closed at 7.54pm

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Date

N.B. Closed Session Minutes will be issued separately