



LUDLOW TOWN COUNCIL A G E N D A

To: All Members of the Council, Unitary Councillors, Press
Contact: Gina Wilding
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Despatch date: 12th April 2023

POLICY & FINANCE COMMITTEE

You are summoned to attend a meeting of the Policy & Finance Committee to be held in The Severn Wye Room, Ludlow Mascall Centre, Lower Galdeford, Ludlow SY8 1RZ on
Monday 17th April 2023 at 7.00pm

Gina Wilding

Gina Wilding
Town Clerk

Key Agenda Items:

- **Income and expenditure report**
- **Policy 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. **Welcome from the Chairman and essential housekeeping information.**
In the event of a fire alarm, please leave in an orderly fashion through the fire exit door leading from this room.

For fire safety purposes, all attendees of this meeting were asked to give their name upon entry.

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** - To note apologies received from members of the Committee.
4. **Declarations of Interests** - To receive the declarations of interests from Members of the Committee.

- a) Disclosable Pecuniary Interest
b) Declaration of conflicts of Interest
c) Declarations of personal interest

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.

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 Session** – Ludlow's Unitary Councillors are invited to provide a short update on Shropshire Council matters relating to Ludlow.
7. **Minutes** - To approve the minutes of the **POLICY & FINANCE COMMITTEE** meeting held on **Monday 27th February 2023**.
8. **Items to Action** – To note the items to action sheet from the previous Policy and Finance Committee Meeting held on **Monday 27th February 2023**.

	ITEM	Attachment
9.	FINANCE INFORMATION To receive:-	
a)	Cash Book – Payments and Income for February 2023	9a
b)	Reconciliation for February 2023	9b
c)	Barclaycard Statements and Reconciliation for January and February 2023	9c
d)	PayPal – Payments, Income & Reconciliation for February 2023	9d



e)	Petty Cash – Payment, Income & Reconciliation for February 2023	9e
f)	Public Sector Deposit Fund – Payment, Income & Reconciliation for February 2023	9f
g)	Income - Payment, Income & Reconciliation for February 2023	9g
h)	Mayor's Charity - Payment, Income & Reconciliation for January and February 2023	9h
10.	AGED DEBTORS To receive a report of current and aged debtors.	10
11.	PUBLIC SECTOR DEPOSIT FUND	
a)	To note the Purchase Contract Note	11a
b)	To note the Statement as of 31 st March 2023.	11b
12.	CLIMATE ACTION SUB-COMMITTEE To receive the minutes of the Climate Action Sub-Committee held on the 30 th March 2023.	12
13.	POLICY REVIEW	
a)	To adopt the new Internal Controls Policy	13a
b)	To adopt the new Risk Management Policy	13b
c)	To review and approve the Market Regulations	13c
d)	To review and approve the Market Stall Allocation Procedure	13d
e)	To review and approve the Market Compliance Procedure	13e
f)	To review and approve the Market Complaints Process	13f
g)	To review and approve the Castle Gardens Policy	13g
14.	THRIVING CHILDREN To approve the Town Council making a grant application to Shropshire Council Thriving Children Fund in partnership with South Shropshire Youth Forum.	14
15.	WEST MERCIA ENERGY To note the WME Newsletter	15



M e m b e r s h i p

Members of the Policy & Finance Committee

Councillors Gill (Chair); Adams; Childs; Garner; Ginger; Laurie, Lyle, O'Neill (Vice Chair); Parry; B Waite and S Waite.

Notes

The next Policy & Finance Committee meeting will be held on the 5th June 2023