



## LUDLOW TOWN COUNCIL A G E N D A

To: All Members of the Council, Unitary Councillors, Press  
**Contact: Gina Wilding**  
**Ludlow Town Council, The Guildhall, Mill Street, Ludlow,**  
**SY8 1AZ**  
01584 871970  
townclerk@ludlow.gov.uk  
**Despatch date: 6<sup>th</sup> April 2022**

### POLICY & FINANCE COMMITTEE

You are summoned to attend a meeting of the Policy & Finance Committee to be held in The Methodist Church, Broad Street, Ludlow SY8 1NH on Monday 11<sup>th</sup> April 2022 at 7.00pm

*Gina Wilding*

Gina Wilding  
Town Clerk

### Key Agenda Items:

- **Income and Payments**
- **Policy Review**
- **Co-Option Policy**
- **Shropshire Council Street Trading Consultation**

***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 by the main Exit at the front of the building. In the unlikely event that this route is blocked, please leave through the Fire Exit behind me, and through the side entrance. (For those upstairs there are Fire Exits at the front and at the back) Please assemble on the pavement outside, away from the front of the building.

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.

The Council understands that some members of the public may not wish to be recorded and asks that they turn off their camera and access to the meeting via audio only.

**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 Question and Answer Session** – Ludlow's Unitary Councillors are invited to address any questions to the Committee.

**7. Minutes** -

To approve the minutes of the **POLICY & FINANCE COMMITTEE** meeting held on **Monday 28<sup>th</sup> February 2022**.

**8. Items to Action** – To note the items to action sheet from the previous Policy and Finance Committee Meeting held on **Monday 28<sup>th</sup> February 2022**.



	<b>ITEM</b>	<b>Attachment</b>
<b>9.</b>	<b>FINANCE INFORMATION</b> To receive:-	
a)	Cash Book – Payments and Income for January and February 2022	<b>9a</b>
b)	Reconciliation for January and February 2022	<b>9b</b>
c)	Barclaycard Statements for December 2021 and January 2022	<b>9c</b>
d)	PayPal – Payments, Income & Reconciliation for January and February 2022	<b>9d</b>
e)	Petty Cash – Payment, Income & Reconciliation for January and February 2022	<b>9e</b>
f)	Public Sector Deposit Fund – Payment, Income & Reconciliation for January and February 2022	<b>9f</b>
g)	Mayor’s Charity Account - Payment, Income & Reconciliation for January and February 2022	<b>9g</b>
<b>10.</b>	<b>AGED DEBTORS</b> To receive the current aged debtors report and explanation	<b>10</b>
<b>11.</b>	<b>POLICY REVIEW</b>	
a)	To consider the list of existing policies for updating, and drafting from new as known.	<b>11a</b>
b)	To approve recommendation of the prioritised schedule for the review and updating of existing policies, and an outline process to explain the review and updating process for approval by Council.	<b>11b</b>
<b>12.</b>	<b>CO-OPTION POLICY</b> To recommend adoption of the co-option policy and timetable to Full Council	<b>12</b>
<b>13.</b>	<b>SHROPSHIRE COUNCIL STREET TRADING POLICY INFORMAL CONSULTATION</b> To consider and comment on Shropshire Council’s proposed Street Trading Policy for 2023-2027	<b>13</b>
<b>14.</b>	<b>EXCLUSION OF PRESS AND PUBLIC: PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960</b> 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.	<b>No papers</b>
<b>15.</b>	<b>LUDLOW FOOD FESTIVAL</b> To consider the Licence terms and fees to recommend approval by Full Council	<b>15</b>



16.	<b>BUTTERCROSS COMMERCIAL LEASE</b> To consider quotations for rent review and EPC	16
<b>M e m b e r s h i p</b>  <b>Members of the Policy &amp; Finance Committee</b>  <b>Councillors Adams (Chair); Boddington; Garner; Gill; Ginger; Lyle, O'Neill; Parry; and Pote.</b>		
<b>Notes</b>  <b>The next Policy &amp; Finance Committee meeting will be held on the 13<sup>th</sup> June 2022</b>		