



LUDLOW TOWN COUNCIL A G E N D A

To: All Members of the Council, Unitary Councillors, Press
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Despatch date: 15th January 2020

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 20th January 2020 at 7.00pm

Gina Wilding

Gina Wilding
Town Clerk

Key Agenda Items:

- **Presentation from the Rural Market Towns Group**
- **Financial Information – November & December 2019**
- **Third Quarter Financial Information**
- **Advertising Policy**

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. **Election of Vice Chairman**
To receive nominations and elect a Vice Chairman
4. **Apologies**
To note that the Town Clerk has received apologies from members of the committee.
5. **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.
6. **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.
7. **Ludlow’s Unitary Councillors Question and Answer Session** – Ludlow’s Unitary Councillors are invited to address any questions to the Committee.
8. **Minutes** – To approve the open and closed session minutes of the **POLICY & FINANCE COMMITTEE** meeting held on **Monday 2nd December 2019**.
9. **Items to Action** – To note the items to action sheet from the previous Policy and Finance Committee Meeting held on **Monday 2nd December 2019**.

	ITEM	Attachment
10.	RURAL MARKET TOWNS GROUP To receive a presentation from Graham Biggs, Chief Executive of the Rural Services Network	No papers



11.	FINANCE INFORMATION To receive:-	
a)	Cash Book – Payments and Income for November & December 2019	11a
b)	Reconciliations for November & December 2019	11b
c)	Barclaycard Statements for November 2019	11c
d)	PayPal – Payments, Income & Reconciliation for November & December 2019	11d
e)	Mayor’s Charity – Payment, Income & Reconciliation for November & December 2019	11e
f)	Petty Cash – Payment, Income & Reconciliation for November & December 2019	11f
g)	Public Sector Deposit Fund – Reconciliation for November & December 2019	11g
12.	3rd QUARTER FINANCIAL REPORT	
a)	To adopt the Income and Expenditure Report for the third financial quarter in October, November & December 2019	12a
b)	To approve the Exceptions Report for the third financial quarter in October, November & December 2019	12b
13.	ACTUARIAL PENSION VALUATION To consider the report	13
14.	POLICY REVIEW To consider an amended Advertising Policy with reference to social media and digital advertising.	14
15.	CIVIC VISITS To receive a list of the civic events attended by the Mayor of Ludlow in October, November and December 2019; and those attended in his absence by the Deputy Mayor.	15
16.	GDPR EMAIL ADDRESSES	
a.	To consider advice from SALC	16a
b.	To receive an update on the use of Councillor’s .gov.uk email addresses	16b
17.	SECTION 137 2020-21 To note the Section 137 spending limit per elector in 2020/21.	17
18.	BUCKINGHAM PALACE GARDEN PARTY To consider the application and propose Ludlow Town Council’s nomination	18



M e m b e r s h i p

Members of the Policy & Finance Committee

**Councillors Cobley (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
2nd March 2020**