



## 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: 8<sup>th</sup> June 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 13<sup>th</sup> June 2022 at 7.00pm

*Gina Wilding*

Gina Wilding  
Town Clerk

### Key Agenda Items:

- **Income and Payments**
- **Policy Review**
- **Budget Centres and Codes**
- **Mayoral Visits**

***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. Election of the Vice-Chair of Policy and Finance Committee – To receive nominations and elect a Vice-Chair**

**3. 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.

**4. Apologies - To note apologies received 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 minutes of the POLICY & FINANCE COMMITTEE meeting held on Monday 11<sup>th</sup> April 2022.**

**9. Items to Action – To note the items to action sheet from the previous Policy and Finance Committee Meeting held on Monday 11<sup>th</sup> April 2022.**



	<b>ITEM</b>	<b>Attachment</b>
<b>10.</b>	<b>FINANCE INFORMATION</b> To receive:-	
a)	Cash Book – Payments and Income for March and April 2022	<b>10a</b>
b)	Reconciliation for March and April 2022	<b>10b</b>
c)	Barclaycard Statements for February and March 2022	<b>10c</b>
d)	PayPal – Payments, Income & Reconciliation for March and April 2022	<b>10d</b>
e)	Petty Cash – Payment, Income & Reconciliation for March and April 2022	<b>10e</b>
f)	Public Sector Deposit Fund – Payment, Income & Reconciliation for March and April 2022	<b>10f</b>
g)	Mayor’s Charity Account - Payment, Income & Reconciliation for March and April 2022	<b>10g</b>
<b>11.</b>	<b>AGED DEBTORS</b> To receive a report of current and aged debtors.	<b>11</b>
<b>12.</b>	<b>4<sup>th</sup> QUARTER INCOME AND EXPENDITURE</b>	
a)	To adopt the 4 <sup>th</sup> Quarter Income and Expenditure Report.	<b>12a</b>
b)	To approve the 4 <sup>th</sup> Quarter Exceptions Report including yearend Carried Forwards and Movement To/From Earmarked Reserves.	<b>12b</b>
<b>13.</b>	<b>POLICY REVIEW</b>	
a)	To review and re-adopt the Stress Policy	<b>13a</b>
b)	To review and re-adopt the Training Fees Agreement	<b>13b</b>
c)	To review and re-adopt the Protocol on the use of permits for Entertainment Square and Post Office Square	<b>13c</b>
<b>14.</b>	<b>BUDGET CENTRES AND CODES</b>	
a)	To consider a report on creating an Insurance Claims cost centre	<b>14a</b>
b)	To consider the report on creating a Civic Regalia Earmarked Reserve (EMR) and a Market EMR	<b>14b</b>
<b>15.</b>	<b>WEST MERCIA ENERGY</b> To receive an update on energy prices	<b>15</b>
<b>16.</b>	<b>MAYOR’S CIVIC VISITS</b> To receive the list of Civic Events attended by the Mayor from January to March 2022	<b>16</b>



**M e m b e r s h i p**

**Members of the Policy & Finance Committee**

**Councillors Gill (Chair); Childs; Garner; Ginger; Lyle, O'Neill; Parry; Pote and Waite.**

**Notes**

**The next Policy & Finance Committee meeting will be held on the 25<sup>th</sup> July 2022**