



## 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: 12<sup>th</sup> October 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 17<sup>th</sup> October 2022 at 6.00pm

*Gina Wilding*

Gina Wilding  
Town Clerk

### Key Agenda Items:

- Detailed Income and Expenditure Reports
- Q1 2022/23 Income and expenditure Report
- Q1 2022/23 Exceptions Report
- Policies
- Internal Audit

***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.

**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 provide an update on Shropshire Council matters relating to Ludlow.

**7. Minutes** - To approve the minutes of the **POLICY & FINANCE COMMITTEE** meeting held on **Monday 25<sup>th</sup> July 2022**.

**8. Items to Action** – To note the items to action sheet from the previous Policy and Finance Committee Meeting held on **Monday 25<sup>th</sup> July 2022**.



	<b>ITEM</b>	<b>Attachment</b>
<b>9.</b>	<b>FINANCE INFORMATION</b> To receive:-	
a)	Cash Book – Payments and Income for June, July and August 2022	<b>9a</b>
b)	Reconciliation for June, July and August 2022	<b>9b</b>
c)	Barclaycard Statements for May, June and July 2022	<b>9c</b>
d)	PayPal – Payments, Income & Reconciliation for June, July and August 2022	<b>9d</b>
e)	Petty Cash – Payment, Income & Reconciliation for June, July and August 2022	<b>9e</b>
f)	Public Sector Deposit Fund – Payment, Income & Reconciliation for June, July and August 2022	<b>9f</b>
<b>10.</b>	<b>AGED DEBTORS</b> To receive a report of current and aged debtors.	<b>10</b>
<b>11.</b>	<b>INCOME AND EXPENDITURE 1<sup>ST</sup> QUARTER 2022 / 23</b>	
a)	To receive the 1 <sup>st</sup> Quarter Income and Expenditure Report	<b>11a</b>
b)	To approve the 1 <sup>st</sup> Quarter Exceptions Report	<b>11b</b>
<b>12.</b>	<b>RECOMMENDATIONS FROM INTERNAL AUDIT</b> To consider the recommendations from the Internal Auditor	<b>12</b>
<b>13.</b>	<b>POLICY REVIEW</b>	
a)	To consider a draft <b>Health &amp; Wellbeing Policy</b> in the light of decisions and recommendations from Staffing Committee	<b>13a</b>
b)	To review the <b>Out of Hours Policy</b> in the light of recommendations from Staffing Committee	<b>13b</b>
<b>14.</b>	<b>MAYOR'S CIVIC VISITS</b> To receive the list of Civic Events attended by the Mayor, Deputy Mayor and Councillors on behalf of the Mayor from April to July 2022	<b>14</b>
<b>15.</b>	<b>WEST MERCIA ENERGY</b> To note the Pricing Newsletter	<b>15</b>



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

**Members of the Policy & Finance Committee**

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

**Notes**

**The next Policy & Finance Committee meeting will be held on the 28<sup>th</sup> November 2022**