



LUDLOW TOWN COUNCIL A G E N D A

To: All Members of the Council, Unitary Councillors, Press
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Despatch date: 5th July 2023

POLICY & FINANCE COMMITTEE

You are summoned to attend a meeting of the Policy & Finance Committee to be held in The Guildhall, Mill Street, Ludlow SY8 1AZ on Monday 10th July 2023 at 7.00pm

Gina Wilding

Gina Wilding
Town Clerk

Key Agenda Items:

- **INCOME AND EXPENDITURE**
- **REVIEW OF POLICIES**
- **BUTTERCROSS RENT REVIEW & EPC**

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.**
Councillors and members of the public are to note that the fire exit is 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. **Election of the Vice-Chair of Policy and Finance Committee**
To elect a Vice-Chairman.
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.
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 Session** – Ludlow’s Unitary Councillors are invited to provide a short update on Shropshire Council matters relating to Ludlow.
8. **Minutes**
To approve the minutes of the **POLICY & FINANCE COMMITTEE** meeting held on **Monday 5th June 2023**.
9. **Items to Action**
To note the items to action sheet from the previous Policy and Finance Committee Meeting held on **Monday 5th June 2023**.



	ITEM	Attachment
10.	FINANCE INFORMATION To receive:-	
a)	Cash Book – Payments and Income for April and May 2023	10a
b)	Reconciliation for April and May 2023	10b
c)	Barclaycard Statements and Reconciliation for April and May 2023	10c
d)	PayPal – Payments, Income & Reconciliation for April and May 2023	10d
e)	Petty Cash – Payment, Income & Reconciliation for April and May 2023	10e
f)	Public Sector Deposit Fund – Payment, Income & Reconciliation for April and May 2023	10f
g)	Income - Payment, Income & Reconciliation for April and May 2023	10g
11.	AGED DEBTORS	11
a)	To receive a report of current and aged debtors.	
b)	To consider the best report format for aged debtors	
12.	4th QUARTER INCOME AND EXPENDITURE	
a)	To note the Income and Expenditure Report	12a
b)	To approve Exceptions Report including movement to earmarked reserves and carried forwards	12b
13.	TOWN FLAG To consider the report on the Ludlow Town Flag	13
14.	POLICY REVIEW	
a)	To review and recommend for adoption the Flag Protocol	14a
b)	To review and recommend for adoption the Twinning Protocol	14b
c)	To review and recommend for adoption the Events Square Policy	14c
15.	CLIMATE ACTION SUB-COMMITTEE To receive the minutes of the Climate Action Sub-Committee held on the 29th June 2023.	15
16.	EXCLUSION OF PRESS AND PUBLIC: PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 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.	No papers



17.	BUTTERCROSS RENT REVIEW AND EPC	
a)	To receive the Energy Performance Certificate	16a
b)	To consider the rent valuation, negotiation quote and agree how to proceed	16b
<p>M e m b e r s h i p</p> <p>Members of the Policy & Finance Committee</p> <p>Councillors S Waite (Chair); Childs; Garner; Gill; Ginger; Lyle; O'Neill; Parry; Pote and B Waite</p>		
<p>Notes</p> <p>The next Policy & Finance Committee meeting will be held on the 11th September 2023</p>		