



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 June 2024

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 22nd July 2024 at 7.00pm

Gina Wilding

Gina Wilding
Town Clerk

Key Agenda Items:

- **INCOME AND EXPENDITURE - MAY 2024**
- **POLICY REVIEW**
- **INTERNAL AUDITOR OBSERVATIONS**

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-Chair.
3. **Recording of Meetings**
Under the Openness of Local Government Regulations 2014, recording and broadcasting including blogging, tweeting and other social media is permitted during public sessions 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 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 10th June 2024**.
9. **Items to Action**
To note the items to action sheet from the previous Policy and Finance Committee Meeting held on **Monday 10th June 2024**.



	ITEM	Attachment
10.	FINANCE INFORMATION To receive:-	
a)	Cash Book – Payments and Income for May 2024.	10a
b)	Reconciliation for May 2024.	10b
c)	Barclaycard - Payments, Income & Reconciliation for May 2024.	10c
d)	PayPal – Payments, Income & Reconciliation for May 2024.	10d
e)	Petty Cash – Payment, Income & Reconciliation for May 2024.	10e
f)	Public Sector Deposit Fund – Payment, Income & Reconciliation for May 2024.	10f
g)	Income - Payment, Income & Reconciliation for May 2024.	10g
h)	Electric Vehicle Charging - Payment, Income & Reconciliation for May 2024.	10h
11.	AGED DEBTORS	
a)	To receive a report of current and aged debtors.	11a
b)	To consider a report on debtors.	11b
12.	POLICY REVIEW	
a)	To approve the Buildings, Equipment and Facilities Inspection and Maintenance Policy	12a
b)	To approve the Planning for the Future Statement	12b
13.	INTERNAL AUDIT	13
	To review the progress made in actioning the observations made by the internal auditor.	
14.	CLIMATE ACTION SUB-COMMITTEE	
	To receive the minutes of the Climate Action Sub-Committee meeting held on 4 th July 2024	14
15.	WEST MERCIA ENERGY	
	To note the update.	15
16.	MAYOR'S CIVIC EVENTS	16
	To receive the list of Civic Events attended by the Mayor, or Deputy Mayor and Councillors on behalf of the Mayor from May to July 2024	



M e m b e r s h i p

Members of the Policy & Finance Committee

Councillors S Waite (Chair); Garner; Gill; Ginger; Parry; Thompson; and B. Waite

Notes

**The next Policy & Finance Committee meeting will be held on the
9th September 2024**