



MINUTES

Minutes of a meeting of the **REPRESENTATIONAL COMMITTEE** held at the Guildhall, Mill Street, Ludlow on **TUESDAY 19th MAY 2026 at 7pm.**

R/01 **PRESENT**

Chair: Councillor Cowell

Councillors: Councillors Addis, Gill and Harris

Officers: Gina Wilding, Town Clerk
Kate Adams, Deputy Town Clerk

R/02 **ABSENT**

Councillors Lyle and Tapley were absent from the meeting.

R/03 **HEALTH AND SAFETY**

The Chairman informed Councillors, and everyone present, of the fire exits, fire assembly point and asked that everyone sign the attendance log.

R/04 **RECORDING OF MEETINGS**

The Chairman notified those present that under the Openness of Local Government Regulations 2014, recording and broadcasting is permitted during public session of Council Meetings.

R/05 **ELECTION OF A VICE CHAIR**

RESOLVED PA/TG (unanimous)

To elect Councillor Harris as Vice Chair of Representational Committee.

R/06 **MEETING PROTOCOL**

The Chair reminded Members of the vital importance of mutual respect, professionalism, and full adherence to the Council's Code of Conduct, Standing Orders, and Meeting Protocol.

Councillors and officers have distinct yet complementary roles and work collaboratively in the best interests of the community. Councillors are responsible for setting policy and representing the public, while officers provide impartial advice and are tasked with implementing Council decisions.

During meetings, Members must conduct themselves with decorum, follow the established rules of debate, and respect the authority of the Chair. Disruptive behaviour, undue pressure on officers, or prioritising personal

interests above Council objectives undermines good governance and is contrary to the standards of conduct expected in Council proceedings.

Maintaining integrity, accountability, and a respectful environment is essential to ensuring effective and transparent decision-making.

R/07 **APOLOGIES**

Apologies were received from Councillor Lyle.

R/08 **DECLARATIONS OF INTEREST**

Disclosable Pecuniary Interests: None

Conflicts of Interest:

Cllr Addis 26/01733/FUL Contracts for Ludlow Brewery

Personal Interest

Cllr Gill 26/01733/FUL Helps with guided tours at Ludlow Brewery

R/09 **PUBLIC OPEN SESSION (15 minutes)**

There were no members of the public present.

R/10 **LUDLOW'S UNITARY COUNCILLORS QUESTION AND ANSWER SESSION**

Cllr Parry was present but did not wish to provide an update.

R/11 **MINUTES**

RESOLVED KC/PA (unanimous)

To approve as a correct record and sign the minutes of the Representational Committee meeting held on 21st April 2026.

R/12 **ITEMS TO ACTION**

RESOLVED KC/TG (unanimous)

To note the items to action of 21st April 2026.

R/13 **TERMS OF REFERENCE (TOR)**

RESOLVED KC/PA (unanimous)

To approve the Terms of Reference for this committee with the following alterations:

- 1.7 amend to read that meetings are scheduled to finish at 9pm
- Amend to include the 'Register of buildings, building land and trees' which is maintained by the committee.

- R/14 **RESOLVED PA/SH (unanimous)**
That the Chair, Cllr Cowell is selected as the person to represent Ludlow Town Council at site and SC meetings.
- R/15 **RESOLVED KC/TG (unanimous)**
To amend the TOR to include to refer to considering licensing applications and pavement permits.
- R/16 **SHROPSHIRE COUNCIL DECISIONS PENDING**

RESOLVED KC/SH (unanimous)
That the pending decisions by Shropshire Council be noted.
- R/17 **SHROPSHIRE COUNCIL DECISIONS**

RESOLVED KC/SH (unanimous)
That the decisions by Shropshire Council be noted.
- R/18 **PLANNING APPLICATIONS**

26/01408/LBC Riverside, 18 Temeside, Ludlow SY8 1PD

RESOLVED KC/PA (unanimous)
No objection to the alterations and improvements.
- R/19 **26/01421/FUL 26 Weyman Road, Ludlow SY8 1QJ**

RESOLVED SH/TG (unanimous)
To object to the loft conversion with rear dormer and associate works as it is out of keeping with the street scene.
- R/20 **26/01460/LBC The Croft, 12 Dinham, Ludlow, SY8 1EJ**

RESOLVED PA/SH (unanimous)
No objection of the removal of exterior cement-based render on rear of dwelling and replacing with lime based render.
- R/21 **26/01516/TCA 26 Bell Lane, Ludlow, SY8 1BN**

RESOLVED KC/SH (2:0:2)
To object to the felling of 1no. Wild Cherry within Ludlow Conservation Area as no native replacement tree is mentioned.

R/22 **26/01165/LBC 24 Old Street, Ludlow, SY8 1NP**

RESOLVED PA/TG (unanimous)

No objection to the installation of 9No. solar panels to the south facing roof.

R/23 **26/01543/FUL Quaker Meeting House, St Mary's Lane, Ludlow, SY8 1DZ**

RESOLVED KC/SH (unanimous)

No objection to minor amendments to entrance way, including new glazed screen and doors, and addition of disabled toilet to the rear.

R/24 **26/01437/TCA TESCO Maintenance, Corve Street, Ludlow SY8 2PG**

RESOLVED PA/KC (unanimous)

No objection to Crown lift to 2.5m 1no Silver Birch within Ludlow Conservation Area

R/25 **26/01123/TPO Rear of 21 & 22 Baker Close, Ludlow, SY8 1XJ**

RESOLVED KC/SH (unanimous)

To object to the trimming back by 50% group of trees along boundary protected by the Shropshire Council (Land to the South of Baker Close, Ludlow) TPO 2010 (Ref:SC/00028/10).

The committee believes that the applicant does not own the land or the trees and therefore cannot undertake this work.

R/26 **26/01813/TCA 10 St Mary's Mews, Ludlow, SY8 1FG**

RESOLVED TG/SH (unanimous)

To object to the felling 1no. Cherry tree within Ludlow Conservation Area as no native replacement tree is mentioned.

R/27 **26/01513/TCA 11 Friars Garden, Ludlow, SY8 1RX**

RESOLVED KC/TG (unanimous)

No objection to remove 3no. overhanging boughs from 1no. Ash within Ludlow (Galdeford) Conservation Area

R/28 **26/01444/FUL Stones Throw, Temeside, Ludlow, SY8 1JN**

RESOLVED KC/SH (unanimous)

No objection to extension to raised decking area.

R/29 **26/01733/FUL Ludlow Brewing Company Ltd, The Railway Shed, Station Drive, Ludlow, SY8 2PQ**

RESOLVED KC/TG (3:0:1)

No objection to erection of extension to existing cold store building.

R/30 **26/01386/FUL 62 Hucklemarsh Road, Ludlow, SY8 2PW**

RESOLVED TG/SH (unanimous)

No objection to single storey rear extension.

R/31 **SHROPSHIRE COUNCIL DECISION**

26/00870/VAR Marches Biogas Limited, Biodigester Station, Coder Road, Ludlow

RESOLVED PA/KC (unanimous)

To note that the Variation of Condition No 2 attached to permission 25/00309/FUL dated 27th March 2025 has been granted.

R/32 **ROAD CLOSURE/TRAFFIC MANAGEMENT**

RESOLVED KC/PA (unanimous)

To note the road closures.

R/33 **BUILDINGS, BUILDING LAND AND TREES**

RESOLVED KC/GG (unanimous)

To ensure the information discussed at previous meeting regarding the Poyner's House disrepair / water ingress due to damaged roof is added to the list. To note that a site visit has taken place recently, and a further site meeting is taking place on 3rd June.

To write to Shropshire Council expressing concern that representatives of the Town Council who attended the recent site visit were left with the clear impression that the restoration of the former Costa building is not regarded as a priority by Shropshire Council, and to request formal confirmation that the restoration and future of the building does in fact remain a priority for the authority.

R/34 **RESOLVED TG/SH (3:0:1)**

To seek information from Shropshire Council Licensing team regarding the pavement permit for the fixed seating outside the Bull Ring Tavern.

R/35 BUS SHELTER UPDATES

RESOLVED KC/PA(unanimous)

To note that the new bus shelter on Henley Road was installed on 13th May 2026, and that an update on the new bus shelter outside Tesco's would be reported to the next meeting.

That the concrete base of the new Henley Road bus shelter is monitored in terms of slipperiness during wet/cold weather.

R/36 PRE-APPLICATION SITE VISIT

RESOLVED SH/KC (unanimous)

To confirm the pre-application site visit at the former Globe Inn on Market Street which will take place on Friday 22nd May at 2pm.

R/37 NEIGHBOURHOOD PLAN

RESOLVED

- To note the new Neighbourhood Plan rules
- To note the Neighbourhood Planning Toolkits for the use of Neighbourhood Plan T & F, which will be set up by Full Council in June.

Meeting closed at 7:56pm

Chairman

Date

There are no Closed Session minutes.