

MINUTES

Minutes of a meeting of the **SERVICES COMMITTEE** held in the Guildhall, Mill Street, Ludlow, on **MONDAY 20th FEBRUARY 2017** at **7.00PM**.

S/99 **PRESENT**

Chairman: Councillor R Jones

Councillors: Clarke, Copley, Draper, Ginger, Gill (19:07), Kemp, Lyle, S. Newbold, J. Newbold, Parry and Smithers.

Officers: Gina Wilding, Town Clerk
Sean Turgoose, DLF & Market Supervisor
Sarah Hughes, Finance Assistant

S/100 **HEALTH & SAFETY**

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

S/101 **APOLOGIES**

No apologies were received.

S/102 **DECLARATIONS OF INTEREST**

Disclosable Pecuniary Interests
None declared.

Conflicts of Interest

<u>Councillor</u>	<u>Item</u>	<u>Reason</u>
Councillor Parry		Ludlow in Bloom
Councillor Ginger	11	Knows applicant and was directly approached with request, which was passed to the Town Clerk

Personal Interests

<u>Councillor</u>	<u>Item</u>	<u>Reason</u>
Councillor Clarke	11	Knows applicant

Councillor Cobley	11	Customer of the Church Inn
Councillor Jones	11	Knows applicant

S/103 PUBLIC OPEN SESSION

Mr G Perks, Honey Meadow Ludlow.

Mr Perks asked questions and gave a verbal update regarding bench refurbishment, War Memorials and the Freedom of the Town memorial at Henley Road Cemetery. A copy of his notes was supplied to the minute taker and the Town Clerk will put relevant items to future committee meetings as appropriate.

Councillor Gill arrived at 7.07pm

S/104 LUDLOW UNITARY COUNCILLORS QUESTION & ANSWER SESSION

Councillor V Parry, Ludlow South supported Mr Perks regarding a consultation board for a proposed bench design at Lower Corve Street.

Councillor Parry informed the committee that she would not be attending the election meeting at the Feathers on Thursday.

Regarding the pot holes on Sheet Road, Councillor Parry is meeting with Richard Bennett, Shropshire Council, to discuss the issue.

Regarding the Four Rivers nursing home, Councillor Parry informed members that she is going to raise the issue of the possible sale of the home at the next meeting of Shropshire Council.

Finally, Councillor Parry mentioned her idea regarding the Ludlow in Bloom school's competition, which could involve the Museum at the Buttercross. She agreed to provide the Town Clerk with the relevant information to put forward to a future meeting.

S/105 MINUTES

RESOLVED (Unanimous) RJ/GG

That the minutes of the Services Committee meeting held on the 9th January 2017, be approved as a correct record and signed by the Chairman.

S/106 ITEMS TO ACTION

The Chair expressed her thanks to the Town Clerk and staff for their hard work in completing the items to action.

RESOLVED (11:0:1) JS/RJ

To note the Items to Action.

S/107 HENLEY ROAD CEMETERY

House of Commons Briefing On Unsafe Memorials, January 2017

Councillor Smithers asked if the Direct Labour Force were still carrying out Topple Tests in the cemetery, to which the Town Clerk replied that Safety checks are carried out prior to each burial of headstones around the new grave and surrounding pathways.

RESOLVED (Unanimous) RJ/MC

To note the House of Commons Briefing On Unsafe Memorials, January 2017

S/108 NATION SURVEY ON BURIAL SPACE

Councillor Smithers asked for an estimate of the remaining number of grave spaces at Henley Road Cemetery. To which the Town Clerk responded that the available capacity is being closely monitored, and with current usage, the cemetery could accept burials for a further three years.

RESOLVED (Unanimous) RJ/JS

To note the report on the national Society of Local Council Clerk's (SLCC) survey regarding availability of burial space in local authority cemeteries.

S/109 MARKET ELECTRIC

RECOMMENDED (Unanimous) RJ/JS

That:-

- i) The fee of £1 for use of electric on Ludlow Market remains the same in 2017 /18.
- ii) Once the current market electricity contract expires, a further review is undertaken to ensure the fee is still adequate.
- iii) The Market Officer ensures that the ban on the use of electric heaters on the market is enforced.

S/200 LINNEY RIVERSIDE PARK

RESOLVED (Unanimous) RJ/MC

To note that the parking meter will be recalibrated to take the new £1 coins prior to their release in April 2017.

S/201 BUTTERCROSS COVERED MARKET AREA

RECOMMENDED (10:0:2) MC/RJ

Subject to agreement with licencing and the local police, to approve the use of the Buttercross covered market area by the landlord of the Church Inn on specified dates at a rate of £35.00 per evening.

S/202 EXCLUSION OF PRESS AND PUBLIC: PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

The Chairman moved 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.

RESOLVED (Unanimous) RJ/PD

That the public be excluded and the meeting continue in closed session.

The meeting closed at 7.40pm

Chairman

Date

N.B. Closed Session Minutes will be issued.

CLOSED SESSION MINUTES

Closed Session minutes of a meeting of the **SERVICES COMMITTEE** held in the Guildhall, Mill Street, Ludlow on **MONDAY 20th FEBRUARY 2017 at 7.00PM**

S/203 WASTE MANAGEMENT

RECOMMENDED (Unanimous) MC/JS

That:-

- i) Subject to receipt of details of a fourth contractor and a like for like quotation, the Town Clerk has delegated authority to award the waste management contract for Ludlow Market and Henley Road Cemetery to the most appropriate contractor.

S/204 LUDLOW MUSEUM AT THE BUTTERCROSS

Councillor Draper suggested that all questions on the questionnaire should be phrased in a positive manner to avoid confusion.

Members praised the hard work of museum staff and welcomed a future report from them regarding their ideas.

RECOMMENDED (Unanimous) RJ/JS

That the Forward Plan for the Museum at the Buttercross be approved.

The meeting closed at 7.45 pm.

Chairman

Date