

MINUTES

Minutes of a meeting of the **SERVICES COMMITTEE** held in the Guildhall, Mill Street, Ludlow, on **MONDAY 13TH JANUARY 2020** at **7.00PM**.

S/108 PRESENT

Chairman: Councillor Clarke

Councillors: Garner, Gill (7.05pm), Ginger, Lyle, O'Neill, Parry, Pote and Smithers

Officers: Gina Wilding, Town Clerk
Sarah Smith, Finance Assistant
Sean Turgoose, Direct Labour Force Supervisor

S/109 HEALTH & SAFETY

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

S/110 RECORDING OF MEETINGS

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

S/111 APOLOGIES

Apologies were received from Councillor Jones, Cobley and Perks.

S/112 DECLARATIONS OF INTEREST

Disclosable Pecuniary Interests

None

Conflicts of Interest

<u>Councillor</u>	<u>Item</u>	<u>Reason</u>
Lyle	9	Member of LTRA
Pote	9	Member of LTRA
Parry	9	Member of LTRA & LIB

Personal Interests

<u>Councillor</u>	<u>Item</u>	<u>Reason</u>
Clarke	9	Knows group members

Lyle	9	Knows group members, knows Castle Custodian
	13	Knows owner of BCS
	14	Knows director of company
	15	Knows members of boxing club
Ginger	9	Originally approached by group
Parry	9	Knows group members
	15	Family member lives in ward
Clarke	14	Knows director of company

S/113 PUBLIC OPEN SESSION (15 minutes)

Colin Sheward, Ward Councillor for Clee View Ludlow, commented on item 15 (Wheeler Road). He said he wished to pass on the comments from his ward residents, who are in favour of developing the area however have expressed very split views regarding the shelter. While some feel it causes antisocial behaviour, its users consider it a valuable meeting place. Mr Sheward encouraged public consultation before any decision is made.

A spokesperson said on behalf of the Guerrilla Gardeners, who have submitted a request to continue to undertake gardening works in Castle Gardens, that Historic England had been consulted and were happy with the proposed works, and that any funding that may be available would be gratefully received.

S/114 LUDLOW UNITARY COUNCILLORS QUESTION & ANSWER SESSION

Councillor Parry stated she was very concerned about Ludlow Assembly Rooms, but had no updates.

S/115 MINUTES

RESOLVED (8:0:1) MC/EG

That the minutes of the Services Committee meeting held on the 25th November 2019 be approved as a correct record and signed by the Chairman.

S/116 ITEMS TO ACTION

The Chair thanked staff for completing the items to action

RESOLVED (unanimous) MC/RP

To note the Items to Action.

S/117 CASTLE GARDENS

Councillors welcomed and supported the partnership as a positive step. Normal working practices would apply at all times. Staff would work under council work orders. Town Council would remain responsible for managing the Health and Safety in this public area and the Town Clerk should be consulted regarding any plans before works take place. Volunteers would be required to notify of their times of working to ensure that insurance was in place.

The Direct Labour Force Supervisor thanked the Guerrilla Gardeners group for their work so far.

RESOLVED (unanimous) MC/DL

To welcome the support and be open to consider the suggestions of the Castle Gardens Guerrilla Gardeners

RESOLVED (unanimous) MC/GG

- i) That advice sought from Ludlow Town Council's Volunteer Tree Officer on the resolutions below.
- ii) Subject to the provision of a sketch plan confirming the locations, approve the removal of the two largest Forsythia by the DLF.
- iii) The purchase of a Cornus Kousa, and Choisya White Dazzlers by the Town Council from the existing plant budget. The size of the plants and nursery to supply them to be specified by Castle Gardens Guerrilla Gardeners.

RESOLVED (unanimous) MC/GG

Subject to the provision of a sketch plan confirming the locations, to approve the removal of two small trees growing against the Castle wall, which Bill Klemperer would like removed before they grow any larger and cause damage.

RESOLVED (unanimous) MC/GG

To approve that the DLF remove the Mistletoe from the trees and that if possible the removal of Mistletoe is done as soon as possible before seeds spread.

RESOLVED (unanimous) MC/JS

That a report is brought back to committee regarding the costings/proposed location for a new litterbin; and details of the ongoing emptying of the bin.

RESOLVED (unanimous) MC/GG

- i) To invite the Castle Gardens Guerrilla Gardeners to submit further ideas for small scale expenditure plans for consideration by the Committee.
- ii) To provide details of project support grant funding criteria and application form.

S/118 LUDLOW MARKET MAIFESTO

RESOLVED (unanimous) MC/DL

To note the manifesto.

S/119 NABMA PLATE

RESOLVED (unanimous) MC/DL

To write to NABMA thanking them for the plate celebrating the centenary of the organisation, and arrange for it to be displayed in the corridor by reception at The Guildhall.

S/120 LUDLOW MUSEUM AT THE BUTTERCROSS

Proposed Report to The Friends of Ludlow Musuem

RESOLVED (Unanimous) MC/DL

To note the report

RESOLVED (Unanimous) MC/EG

To approve the introduction of the Audience Agency questionnaire at the Museum in February 2020.

S/121 BUTTERCROSS STEPS UPDATE

The matter is ongoing and information will be supplied to the next meeting

S/121 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) MC/DL

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

The meeting closed at 8.15pm

Chairman

Date

N.B. Closed Session Minutes will be issued.