

# MINUTES

Minutes of a meeting of the **SERVICES COMMITTEE** meeting held on **WEDNESDAY 6<sup>th</sup> SEPTEMBER 2023 AT 7PM** in the Guildhall, Mill Street.

## **S23/052 PRESENT**

Chairman: Councillor B. Waite

Councillors: Garner, Ginger, Jones, Parry, Tapley and S Waite.

Officers: Kate Adams, Deputy Town Clerk

## **S23/053 WELCOME AND ESSENTIAL HOUSEKEEPING INFORMATION**

Chairman Councillor B Waite welcomed everyone to the Services Committee meeting at the Guildhall and explained housekeeping information.

## **S23/054 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.

## **S23/055 APOLOGIES**

Apologies were received from Councillor Gill, Lyle and O'Neill.

## **S23/056 DECLARATIONS OF INTEREST**

### Disclosable Pecuniary Interests

None declared.

### Conflicts of Interest

None declared.

### Personal Interests

None declared.

**S23/057 PUBLIC OPEN SESSION (15 minutes)**

Rose Jones addressed the Committee as a member of the public. She said that with the annual Food and Drink Festival approaching this weekend out toilet facilities at Castle Street are in a terrible state, with only 1 toilet available at the moment.

Councillors agreed and requested that the Town Clerk organised portaloos to ensure we have adequate toilets provision for the weekend.

**S23/058 LUDLOW UNITARY COUNCILLORS SESSION**

There were no Ludlow Unitary Councillors present.

**S23/059 MINUTES**

**RESOLVED BW/SW (5:0:1)**

That the open and closed minutes of Services Committee meeting held on Wednesday 26<sup>th</sup> July 2023 be approved as a correct record and signed by the Chairman.

**S23/060 ITEMS TO ACTION**

**RESOLVED RJ/BW (5:0:1)**

To note the items to action from Services Committee on Wednesday 26<sup>th</sup> July 2023.

7:17pm Cllr Parry joined the meeting.

**S23/061 FAMILY FRIENDLY AUDIT OF LUDLOW MUSEUM AT THE BUTTERCROSS**

**RESOLVED BW/EG (5:0:1)**

To receive the Family Friendly Audit for Ludlow Museum at the Buttercross.

**S23/062 RESOLVED BW/EG (unanimous)**

To note the suggested actions from the report and that further details will be brought back to Services Committee for consideration, with costings.

**S23/063 RESOLVED BW/EG (unanimous)**

To approve the recommended immediate actions that have no cost implications for Ludlow Town Council.

**S23/064 MUSEUM DIRECTIONAL SIGN**

**RESOLVED GG/SW (unanimous)**

To approve the reintroduction of a Ludlow Museum directional sign on Church Street, subject to the necessary permissions being granted, and for the application to be funded from the contingency budget.

**S23/065 CABINET LIGHTING AT LUDLOW MUSEUM**

**RESOLVED BW/RJ (unanimous)**

To approve the cost efficient upgrade of lighting in 6 cabinets this financial year, and the upgrade of lighting in the 4 remaining cabinets next financial year.

**S23/066 UPDATED SERVICE PLANS FOR THE MUSEUM**

**RESOLVED RJ/BW (unanimous)**

To approve the updated emergency response plan and highlighted actions.

**S23/067 RESOLVED GG/RJ (unanimous)**

To note the updated Service Loan agreement.

**S23/068 DIRECT LABOUR FORCE DAILY WORK PRIORITIES**

**RESOLVED BJ/BW (unanimous)**

To approve the work priorities of the DLF.

**S23/069 PLANTING IN CASTLE GARDENS**

**RESOLVED RJ/EG (unanimous)**

To approve the request for shrub purchases, provided permission is given for planting by Historic England.

**S23/070 NABMA MARKET RIGHTS**

**RESOLVED GG/VP (unanimous)**

To note the information provided by NABMA regarding markets rights.

**S23/071 PUBLIC TOILETS CONSULTATION FROM GOVERNMENT**

**RESOLVED GW/VP (unanimous)**

To note the Government's consultation.

The meeting closed at 7.40pm

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Chairman

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Date