



## LUDLOW TOWN COUNCIL A G E N D A

To: All Members of the Council, Deputy Town Clerk, DLF Supervisor, DLF Deputy Supervisor, Market Officer, Unitary Councillors, Press  
**Contact: Gina Wilding, Town Clerk**  
**Ludlow Town Council, The Guildhall, Mill Street, Ludlow, SY8 1AZ**  
01584 871970  
townclerk@ludlow.gov.uk  
**Despatch date: 10<sup>th</sup> June 2022**

You are invited to attend a meeting of the  
Services Committee on  
**Wednesday 15<sup>th</sup> June 2022 at 7pm**  
**At Ludlow Methodist church, Broad Street**

*Gina Wilding*

Gina Wilding  
Town Clerk

### Key Agenda Items:

- Shropshire Playing Fields Association report
- Litter bins in St Johns Garden
- Linney Riverside Park – parking meter replacement
- Mayors Board – St Laurence's church
- Castle Street toilets – handwashing facilities

***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 CHAIR & ESSENTIAL HOUSEKEEPING INFORMATION**

To receive a welcome from Chairman of the Committee, Councillor Beverley Waite.

In the event of a fire alarm, please leave in an orderly fashion by the main Exit at the front of the building. In the unlikely event that this route is blocked, please leave through the Fire Exit behind me, and through the side entrance. (For those upstairs there are Fire Exits at the front and at the back) Please assemble on the pavement outside, away from the front of the building.

For fire safety purposes, all attendees of this meeting were asked to give their name upon entry.

2. **RECORDING OF MEETINGS**

Under the Openness of Local Government Regulations 2014, recording and broadcast including blogging, tweeting and other social media is permitted during public session 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.

3. **ELECTION OF VICE CHAIRMAN**

To receive nominations and elect a Vice Chairman.

4. **APOLOGIES**

To receive apologies from members of the Committee.

5. **DECLARATIONS OF INTEREST**

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 meeting temporarily prior to the commencement of the debate.*

6. **PUBLIC OPEN SESSION (15 MINUTES)**

Members of the public are invited to make representations to the Committee on any matters relating to the work of the Committee, or to raise any issues of concern.

7. **LUDLOW'S UNITARY COUNCILLORS QUESTION & ANSWER SESSION**

Ludlow's Unitary Councillors are invited to address their comments and questions from the Council.



8. **MINUTES**

To approve as a correct record the open and closed minutes of **Services Committee** minutes of **Wednesday 13<sup>th</sup> April 2022**.

9. **ITEMS TO ACTION**

To note the items to action sheet from Wednesday 13<sup>th</sup> April 2022.

ITEM	Attachment
<p>10. <b><u>LUDLOW MUSEUM AT THE BUTTERCROSS UPDATE</u></b></p> <p>a) To consider the request from the Museum staff to offer free entry for the period of June, July and August 2022.</p> <p>b) To consider the suggestion to close the Museum for one weekend in early December 2022 for some building/decorative works to be undertaken.</p>	1
<p>11. <b><u>SHROPSHIRE PLAYING FIELDS ASSOCIATION – AUDIT OF PUBLIC TENNIS COURTS</u></b></p> <p>a) To note the audit of public tennis courts undertaken by Shropshire Playing Fields Association.</p> <p>b) To consider the report and how this affects Ludlow Town Council.</p>	2
<p>12. <b><u>EXCLUSION OF PRESS AND PUBLIC: PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960</u></b></p> <p>The Chairman will move 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.</p>	No papers
<p>13. <b><u>LITTER BINS IN ST JOHNS GARDEN</u></b></p> <p>To consider the replacement of four litter bins to new bins with a larger capacity and to agree to the purchase of four Everglade litter bins.</p>	3
<p>14. <b><u>GUILDHALL FRONT STEP</u></b></p> <p>To consider the repairs to the step as quoted, provided any permissions required from Shropshire Council to undertake this work are obtained.</p>	4
<p>15. <b><u>LINNEY RIVERSIDE PARK – PARKING METER REPLACEMENT</u></b></p> <p>a) To consider the purchase and installation of a replacement parking meter for Linney Riverside park to be installed as soon as practical. Or</p> <p>b) To seek further quotes and explore how other Town Council's operate any parking meters they are responsible for.</p>	5



16.	<b><u>CEMETERY CHAPEL &amp; CEMETERY HOUSE – FASCIA REFURBISHMENT</u></b>	6
	a) To consider the quotation from a local company to undertake the work Or b) To obtain further quotes from alternative contractors with a view to the work being done when they have availability	
17.	<b><u>PLAY AREA – ADDITIONAL TESTING</u></b> To approve the expenditure on additional testing at Linney Riverside Park as described in the report.	7
18.	<b><u>MAYORS BOARD - ST LAURENCE’S CHURCH</u></b> To approve the quotation provided and agree that permission is requested from the Archdeacon for consent to complete the works.	8
19.	<b><u>HOUSMAN CRESCENT PLAY AREA FENCING</u></b> To approve the use of the local company and allow the Deputy Town Clerk to arrange the works for early Autumn.	9
20.	<b><u>CASTLE STREET TOILETS – HANDWASHING FACILITIES</u></b> To consider the quotation from Healthmatic to replace the two automated sink systems.	

### M e m b e r s h i p

Childs, Garner, Gill, Ginger, Jones, Lyle, O’Neill, Parry, Pote and Waite (Chairman).

### Notes

The next Services Committee meeting will be held on Wednesday 27<sup>th</sup> July 2022.

