

MINUTES

Minutes of a meeting of the **SERVICES COMMITTEE** zoom meeting held on **MONDAY 15th MARCH 2021 AT 7PM.**

S/043 **PRESENT**

Chairman: Councillor Clarke

Councillors: Adams, Cobley, Garner, Ginger, Lyle, Naysmith, O'Neill, Parry, Pote, Smithers.

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

S/044 **HEALTH & SAFETY**

Chairman of the Committee welcomed everyone to the virtual Services Committee meeting, introduced the councillors present, and explained that:

This is a formal Town Council meeting and will be held, just as ones in the Guildhall, using the published agenda.

As with meetings in the Guildhall, members of the public will be given the opportunity to speak during public participation, but will not be permitted to speak at other times, unless invited to do so by the Chairman.

The Clerk has the ability to mute or remove anyone who does cause a nuisance, but of course, we hope that this won't be necessary.

It is impossible to hear if everyone speaks at once. So that we have some order, I'd be grateful if you could speak one at a time and use the 'reactions' button at the bottom of the Zoom screen and raise your virtual hand if you'd like to speak.

Please note that we will not be using the 'chat' function and will not be sharing any files via Zoom. In order to avoid your technology being compromised, please do not use Chat and do not respond to any messages made via Chat.

S/045 **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. 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 turn off their camera and access the meeting via audio only.

S/046 APOLOGIES

Apologies were received from Cllrs Gill and Perks.

S/047 DECLARATIONS OF INTEREST

Disclosable Pecuniary Interests

None declared

Conflicts of Interest

<u>Councillor</u>	<u>Item</u>	<u>Reason</u>
Parry		Member of Ludlow in Bloom

Personal Interests

None declared

S/048 PUBLIC OPEN SESSION (15 minutes)

There were no members of the public present.

S/049 MINUTES

RESOLVED MC/AC (8:0:3)

That the minutes of the Services Committee meeting held on Monday 14th December 2020 be approved as a correct record and signed by the Chairman.

S/050 ITEMS TO ACTION

The Chair thanked staff for completing the items to action

RESOLVED MC/RP (unanimous)

That the Items to Action from Monday 14th December 2020 be noted.

S/051 CASTLE GARDENS

RESOLVED MP/PA (Unanimous)

- i) To approve making an application for a Tree Preservation Order on the tulip tree.
- ii) To get quotes from tree surgeons to undertake the specified maintenance to the tulip tree.
- iii) To get quotes for like for like repairs as suggested by Historic England.
- iii) To make an application for Scheduled Monument Consent.

7.12pm Cllr Parry left the meeting.

S/052 2021/2022 FEES

RESOLVED MC/AC (unanimous)

To adopt the table of fees for 2021/22.

7.14pm Cllr Parry returned to the meeting.

ASSET MAINTENANCE AND INSURANCE

S/053 RESOLVED MC/EG (10:0:1)

To note report on building and asset maintenance works.

S/054 RESOLVED MC/EG (Unanimous)

To note the report on insurance claims

WASTE CONTRACT

S/055 RESOLVED MC/EG (unanimous)

To note an update regarding the Town Council's waste contract.

WATER LEAK – HENLEY ROAD CEMETERY

S/056 RESOLVED MC/PA (unanimous)

To approve shutting off the water and signage to guide the public during an investigation in to a possible water leak at Henley Road Cemetery.

ELECTRIC VEHICLES

S/057 RECOMMENDATION MC/RP (unanimous)

That Council approves the iinitiation of a scoping report for the introduction of Electric Work Vehicles.

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

S/058 RESOLVED MC/JS (unanimous)

That 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.

The meeting closed at 7.26pm.

Chairman

N.B. Closed Session Minutes WILL be issued.

Date



CLOSED SESSION MINUTES

Closed session Minutes of a meeting of the **SERVICES COMMITTEE** held in the Guildhall, Mill Street, Ludlow, on **MONDAY 15th MARCH 2021** at **7.00PM**.

S/59 **TENDERS**

RECOMMENDED GG/MC (Unanimous)

To approve a tender price of £9 per tree and H&S documentation for the tree survey and mapping from Llanerch Arboriculture.

The outgoing chair was thanked by Committee members for his work.

The meeting closed at 7.26pm.

Chairman

Date