

MINUTES

Minutes of a meeting of the **SERVICES COMMITTEE** meeting held on **WEDNESDAY 14th June 2023 AT 7PM** in the Guildhall, Mill Street.

S23/001 PRESENT

Chairman: Councillor B. Waite

Councillors: Childs, Gill, Ginger, Jones, Lyle, O'Neill, Parry, and S Waite.

Officers: Kate Adams, Deputy Town Clerk
Julie Cox, Finance Assistant
Mark Hilton, Deputy DLF Supervisor

S23/002 WELCOME AND ESSENTIAL HOUSEKEEPING INFORMATION

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

S23/003 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.

S23/004 ELECTION OF A VICE CHAIRMAN

RESOLVED VP/GG (unanimous)

Councillor Jones was elected Vice Chair of Services Committee.

S23/005 APOLOGIES

Apologies were received from Councillor Garner.

S23/006 DECLARATIONS OF INTEREST

Disclosable Pecuniary Interests
None declared.

Conflicts of Interest

Councillor Parry Ludlow in Bloom

Personal Interests

None declared.

S23/007 PUBLIC OPEN SESSION (15 minutes)

There was one member of the public present.

The member of the public passed on a request from Mick Merrick's wife that a bench in the vicinity of the peace memorial be dedicated to him.

S23/008 LUDLOW UNITARY COUNCILLORS SESSION

Unitary Councillor Parry was present and mentioned very useful cyber information training that Shropshire Council had provided.

S23/009 MINUTES

RESOLVED BW/TG (7:0:2)

That the open and closed minutes of Services Committee meeting held on Wednesday 12th April 2023 be approved as a correct record and signed by the Chairman.

S23/010 ITEMS TO ACTION

RESOLVED BW/SO (unanimous)

To note the items to action from Services Committee on Wednesday 12th April 2023.

S23/011 CASTLE GARDENS – RETAINING WALL, POSTS & CHAINS PROJECT

RESOLVED BW/RJ (8:0:1)

To note the steps taken so far, and the information provided.

S23/012 RESOLVED BW/RJ (7:0:2)

That the work required is scoped, the costs identified and potential external funding investigated and this information is brought back to the Services Committee.

S23/013 LIFEBUOYS & RIVER SAFETY

RESOLVED BW/RJ (unanimous)

To note the planned improvements to the council's lifebuoy provision.

S23/014 RESOLVED GG/BW (unanimous)

To approve the organisation of the public river safety training session to be held on 6th July 2023 and an educational event to take place on 23rd August 2023.

S23/015 HENLEY ROAD CEMETERY TOILETS

RESOLVED BW/RJ (unanimous)

- i) That the public toilets remain closed until the anti-social behaviour has ceased.
- ii) That all incidents of anti-social behaviour continue to be reported to the police.
- iii) That once the anti-social behaviour issues are resolved, costings for refurbishment to be bought back to Services Committee for consideration.

S23/016 LUDLOW MUSEUM AT THE BUTTERCROSS

RESOLVED BW/TG (unanimous)

- i) To note the Family Friendly audit took place on Friday 26th May 2023 and the audit outcome report will be presented to a future Services Committee.
- ii) That the report written for the Friends of Ludlow Museum be noted.
- iii) To note that 1,000 copies of the Ludlow Museum at the Buttercross flyer are being printed.

S23/017 RESOLVED GG/VP (unanimous)

That summertime evening visits to Ludlow Museum at the Buttercross by community groups are fully costed, and a report is presented to a future Services Committee.

S23/018 LUDLOW TOWN COUNCIL OWNED BENCHES

RESOLVED BW/GG (unanimous)

That the update on works to Ludlow Town Council owned benches be noted.

S23/019 RESOLVED RJ/GG (unanimous)

That the request to dedicate memorial benches to PC Benbow and John Coxill be approved.

S23/020 RESOLVED TG/RJ (unanimous)

It is noted that Graeme Perks has recently received recognition for his works in the form of a Civic Award.

S23/021 LAND ADJACENT TO 8-10 HENLEY ORCHARDS

RESOLVED GG/DL (unanimous)

To approach Shropshire Council and ask them to prove ownership of the hedge lies with Ludlow Town Council.

S23/022 BIENNIAL TREE SURVEY REPORT

RESOLVED BW/DL

That the information contained in the report is thorough and useful.

S23/023 RESOLVED BW/SW (unanimous)

That quotations be sought for the work required and brought to Services Committee to be considered.

S23/024 LINNEY PARKING METER

RESOLVED TG/SO (8:0:1)

To note that the newly installed parking meter at the Linney accepts both cash & card payments.

S23/024 MARKET SUB-COMMITTEE

RESOLVED GG/RJ (unanimous)

That market traders hold independent meetings, and there is a specific agenda item on every Services Committee to consider the minutes from these meetings.

S23/025 STAFF UNIFORM

RESOLVED GG/RJ (unanimous)

To increase DLF clothing budget 500 / 4322 by £150.00 to £1,550.00 to cover the cost of formal white shirts with the council's logo embroidered on the left Breast.

S23/026 CYCLING IN CASTLE GARDENS

RESOLVED RJ/TG (unanimous)

That the site is monitored for any issues and a report is brought back to Committee.

S23/027 DAMAGE TO SANDPITS ROAD BUS SHELTER

RESOLVED GG/TG (unanimous)

That the 2 panels that have been broken remain unglazed and no action is taken.

S23/028 EXCLUSION OF PRESS AND PUBLIC: PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

RESOLVED BW/DL (unanimous)

To 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 7.58pm

Chairman

Date