

# MINUTES

Minutes of a meeting of the **SERVICES COMMITTEE** zoom meeting held on **MONDAY 19<sup>th</sup> OCTOBER 2020 AT 7PM.**

## **S/015      PRESENT**

Chairman:            Councillor Clarke

Councillors:        Adams, Cobley, Garner, Gill, Ginger, Naysmith, Parry,  
Perks

Officers:             Gina Wilding, Town Clerk  
Kate Adams, Deputy Town Clerk  
Sean Turgoose, Direct Labour Force Supervisor

## **S/016      HEALTH & SAFETY**

Chairman of the Committee, Councillor Mark Clarke, 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/017      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/018 APOLOGIES**

Apologies for absence were received from Councillors Lyle, O'Neill and Pote.

**S/019 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/020 PUBLIC OPEN SESSION (15 minutes)**

There were no members of the public present.

**S/021 LUDLOW UNITARY COUNCILLORS QUESTION & ANSWER SESSION**

Councillor Parry addressed the meeting to thank Councillor Perks for his work on the benches.

She also informed the Committee that there is a site meeting on Tuesday 20<sup>th</sup> Oct at Ludlow Eco Park with Steve Davenport and Les Lumsden about the Park and Ride service/site. She clarified that Ludford Parish Council had not been invited.

**S/022 MINUTES**

**RESOLVED MC/TG (4:0:5)**

That the minutes of the Services Committee meeting held on Monday 16<sup>th</sup> September 2020 be approved as a correct record and signed by the Chairman.

**S/023 ITEMS TO ACTION**

The Chair thanked staff for completing the items to action

**RESOLVED MC/TG (7:0:2)**

That the Items to Action from Monday 16<sup>th</sup> September 2020 be noted.

**S/024 BUILDING MAINTENANCE UPDATE**

To note the update.

**RESOLVED MC/TG (unanimous)**

**S/025 IMPROVEMENTS TO SMITHFIELD PUBLIC CONVENIENCES**

**RESOLVED MC/VP (unanimous)**

Defer the decision for further costs to be established, a solution that is covid compliant and once a budget decision has been reached.

**S/026 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 MC/TG (unanimous)**

The meeting closed at 7.22pm.

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Date

N.B. Closed Session Minutes will be issued.



## **CLOSED SESSION MINUTES**

Closed session Minutes of a meeting of the **SERVICES COMMITTEE** held in the Guildhall, Mill Street, Ludlow, on **MONDAY 19<sup>TH</sup> OCTOBER 2020** at **7.00PM**.

**S/027      SUSPENSION OF STANDING ORDERS**

**RESOLVED MC/GG (unanimous)**

It was discussed that Ludlow Town Council should apply for permission to undertake the tree works in line with recommendations from the Shropshire Council Tree Officer and a contract for the work should be awarded as a final step.

**S/028      REINSTATE STANDING ORDERS**

**RESOLVED MC/GG (unanimous)**

**S/029      ST JOHNS TREE WORKS**

**RESOLVED GG/GP (unanimous)**

Ludlow Town Council should apply for the correct permissions to undertake the work and then award the work to a contractor once permission has been granted.

The meeting closed at 7.22pm.

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Chairman

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Date