



## LUDLOW TOWN COUNCIL A G E N D A

To: All Members of the Council, DLF 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: 3<sup>rd</sup> September 2021**

You are invited to attend a meeting of the  
Services Committee on  
**Wednesday 8<sup>th</sup> September 2021 at 7pm**  
**Via Zoom**

Link: <https://us02web.zoom.us/j/86566152625>  
**Meeting ID: 865 6615 2625**

*Gina Wilding*

Gina Wilding  
Town Clerk

### Key Agenda Items:

- ANNUAL INDEPENDENT PLAY AREA CHECKS
- CASTLE GARDENS
- GARDEN OF REST
- LUDLOW MUSEUM AT THE BUTTERCROSS
- TREE WORKS

***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**

To receive a welcome from Chairman of the Committee, Councillor Graeme Perks.

Welcome to a virtual meeting for the consideration of this agenda by the members of Services Committee.

Ludlow Town Council is proud of its strong governance procedures, and it is disappointed by the government's recent decision to withdraw the ability for the council to hold decision making meetings virtually. The council feels that at this time it is not safe to hold frequent and long in-person meetings.

In the interests of transparency, I shall explain our temporary process.

The council has decided to retain all the elements of good governance including publically accessible meetings, and councillor debate resulting in majority agreement. The majority agreement will be recorded and published as a recommendation for the Town Clerk to action under emergency delegated authority.

Members of the public will be given the opportunity to speak during the public open session at the beginning of the agenda, but will not be permitted, unless invited to do so by the Chairman, to speak at other times.

The Clerk has the ability to mute or remove anyone who causes 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 raise your hand if you'd like to speak, and speak one at a time.

Please note that the 'chat' function will not be available during this meeting.

As there is no formal table, I will introduce the Councillors present and ask that they say hello or wave as I do so.'

## 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 turn off their camera and access the meeting via audio only.

## 3. **APOLOGIES**

To receive committee councillors' apologies.



#### 4. **DECLARATIONS OF INTEREST**

To receive declarations of councillors':

- 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.*

#### 5. **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.

#### 6. **LUDLOW UNITARY COUNCILLORS SESSION**

Ludlow's Unitary Councillors are invited to provide information and address questions to the Committee.

#### 7. **MINUTES**

To note that the matrix of delegated actions of 14<sup>th</sup> July 2021.

#### 8. **ITEMS TO ACTION & DELEGATED ITEMS**

To note the delegated items to action sheet from the previous Services Committee Meeting held on Wednesday 14<sup>th</sup> July 2021.

<b>ITEM</b>	<b>Attachment</b>
<p>9. <b><u>CASTLE GARDENS</u></b></p> <ol style="list-style-type: none"> <li>a) To note the work that has taken place, and thank the volunteers for their work.</li> <li>b) To note that the guerilla gardeners and the Fairtrade group are working together on plans for the Fairtrade bed and will bring them back to Committee.</li> </ol>	
<p>10. <b><u>LUDLOW MUSEUM AT THE BUTTERCROSS</u></b></p> <ol style="list-style-type: none"> <li>a) To note the update on Ludlow Museum at the Buttercross.</li> <li>b) To recommend further exploration of a card payment system, and that a comprehensive report is presented to Full Council for consideration.</li> </ol>	
<p>11. <b><u>GRASS CUTTING AT ST LAURENCES</u></b></p> <p>To consider the proposed agreement with St Laurence's church office.</p>	
<p>12. <b><u>ANNUAL INDEPENDENT PLAY AREA CHECKS</u></b></p> <ol style="list-style-type: none"> <li>a) To consider the play area reports for Linney Riverside Park, Wheeler Road play area/skate park, Housman play area and approve immediate action in line with financial regulations for high-</li> </ol>	



risk and some moderate risk recommendations as stated in the report.

- b) To note that quotations for low risk recommendations will be brought to a future meeting.

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

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.

**TREE SURVEY WORKS**

- 14.** To consider the report and quotations for works identified during the tree survey.

**15. TREE AT HENLEY ORCHARDS**

To consider the advice from Shropshire Council, and quotations for the works.

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

Councillors Perks (Chairman), Boddington, Durnall, Garner, Gill, Ginger, Jones, Lyle, O'Neill, Parry, Pote and Waite.

**Notes**

The next Services Committee meeting will be held on Wednesday 20<sup>th</sup> October 2021.