



## 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: 14<sup>th</sup> October 2020**

You are summoned to attend a meeting of the  
Services Committee on  
**Monday 19<sup>th</sup> October 2020 at 7pm**  
**Via Zoom**

<https://us02web.zoom.us/j/86243418134>

**Meeting ID: 862 4341 8134**

*Gina Wilding*

Gina Wilding  
Town Clerk

### Key Agenda Items:

- Building maintenance update
- Improvement to Smithfield public conveniences
- St Johns Gardens 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 Mark Clarke.

Welcome to the Services Committee virtual meeting.

There are a few housekeeping things to note.

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, unless invited to do so by the Chairman, to speak at other times.

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. In order to avoid your technology being compromised, please do not use Chat and do not respond to any messages made via Chat

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 Interests**

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 room 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's Unitary Councillors Session**

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

**7. Minutes**

To approve as a correct record and sign the open minutes of the **SERVICES COMMITTEE** meeting held on **Monday 16<sup>th</sup> September 2020**.

'The minutes must be signed and loose leaf pages initialled at the meeting which they record or at the next meeting, by the person presiding thereat' LGA 1972, Sch 12, para4 (1)

**Members are reminded:**

*All proposed amendments or queries relating to the minutes should be reported to the Town Clerk by 10.00 am on the day of the meeting, if required, responses will be given as soon as practicable, but not necessarily at the meeting.*

*All Committee minutes must be received without discussion or debate.*

**8. Items to Action**

To note the items to action sheet from the previous Services Committee Meeting held on **Monday 16<sup>th</sup> September 2020**.

ITEM	Attachment
<p><b>9. BUILDING MAINTENANCE UPDATE</b> To note the update.</p>	<p><b>Appendix 1</b></p>
<p><b>10. IMPROVEMENTS TO SMITHFIELD PUBLIC CONVENIENCES</b> To approve the investigation in to works.</p>	
<p><b>11. EXCLUSION OF PRESS AND PUBLIC: PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960</b> 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>	



**12. ST JOHNS GARDENS TREE WORKS**

- a) To note advice received from Peter Norman and Dougald Purce.
- b) To accept the most cost effective quotation to complete the works.

**Appendices  
1 & 2  
Appendix 3**

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

Councillors Clarke (Chairman), Adams, Cobley, Garner, Gill, Ginger, Jones, Lyle, Naysmith, O'Neill, Parry, Perks (Vice-Chair), Pote and Smithers.

**Notes**

The next Services Committee meeting will be held on **Monday 14<sup>th</sup> December 2020.**