



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
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Despatch date: 16th September 2020

You are summoned to attend a meeting of the
Services Committee on
Monday 21st September 2020 at 7pm
Via Zoom

<https://us02web.zoom.us/j/89480566391>

Meeting ID: 8948 0566 391

Gina Wilding

Gina Wilding
Town Clerk

Key Agenda Items:

- Play area works and inspections
- Tree management policy
- Reserved graves
- Bench update

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 24th February 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 24th February 2020**.

ITEM	Attachment
<p>9. PLAY AREA WORKS AND INSPECTIONS a) To note information on completed works and vandalism during lockdown. b) To note a summary of the annual inspection of play areas.</p>	
<p>10. SIGNAGE IMPROVEMENTS To note a report on news signs installed since March 2020.</p>	
<p>11. TREE MANAGEMENT POLICY a) To consider the proposed Tree Management policy and recommend its adoption to Full Council. b) To consider the tender specification and approve its recommendation to Full Council.</p>	<p>Appendix 1 Appendix 2</p>
<p>12. RESERVED GRAVES To recommend to Full Council that reservations in section 'H' at Henley Road Cemetery are allowed.</p>	



13. BENCH UPDATE

To note the recommendations.

Appendix 3

14. SILENT SOLDIER

To approve the positioning of a Silent Soldier in Castle Gardens throughout November.

No papers

M e m b e r s h i p

Councillors Clarke (Chairman); Copley, Garner; Gill; Ginger, Jones, Lyle; O'Neill; Parry; Perks; Pote and Smithers.

Notes

The next Services Committee meeting will be held on **Monday 19th October 2020.**