



LUDLOW TOWN COUNCIL AGENDA

SERVICES COMMITTEE

To: All Members of the Council, Deputy Town Clerk, DLF Supervisor,
Unitary Councillors, Press

Contact: Gina Wilding, Town Clerk

Ludlow Town Council, The Guildhall, Mill Street, Ludlow, SY8 1AZ

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Despatch date: Friday 1st September 2023

You are summoned to attend a meeting of the
Services Committee on
Wednesday 6th September 2023 at 7pm
At The Guildhall, Mill Street, Ludlow

Gina Wilding

Gina Wilding
Town Clerk

Key Agenda Items:

- Accessibility of Ludlow Museum at the Buttercross
- Museum directional sign
- Planting in Castle Gardens
- Public toilets consultation from Government

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 FROM THE CHAIR & ESSENTIAL HOUSKEEPING INFORMATION**

To receive a welcome from Chairman of the Committee, Councillor Beverley Waite and a verbal description on the relevant fire exits and procedure.

For fire safety purposes, all attendees of this meeting were asked to give their name upon entry.

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 make this known immediately.

3. **APOLOGIES**

To receive apologies from members of the Committee.

4. **DECLARATIONS OF INTEREST**

To receive the declarations of interests from Members of the Committee:

- 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'S UNITARY COUNCILLORS SESSION**

Ludlow's Unitary Councillors are invited to provide a short update on Shropshire Council matters relating to Ludlow.

7. **MINUTES**

To approve as a correct record the open and closed minutes of **Services Committee** minutes of Wednesday 26th July 2023.

8. **ITEMS TO ACTION**

To note the items to action sheet from Wednesday 26th July 2023.



ITEM	Attachment
<p>9. <u>FAMILY FRIENDLY AUDIT OF LUDLOW MUSEUM AT THE BUTTERCROSS</u></p> <p>a) To receive the Family Friendly Audit for Ludlow Museum at the Buttercross.</p> <p>b) To note the suggested actions from the report and that further details will be brought back to Services Committee for consideration, with costings.</p> <p>c) To consider the recommended immediate actions that have no cost implications for Ludlow Town Council.</p>	1
<p>10. <u>MUSEUM DIRECTIONAL SIGN</u></p> <p>To approve the reintroduction of a Ludlow Museum directional sign on Church Street, subject to the necessary permissions being granted.</p>	2
<p>11. <u>CABINET LIGHTING AT LUDLOW MUSEUM</u></p> <p>To approve the cost-efficient upgrade of lighting in 6 cabinets this financial year, and the upgrade of lighting in the 4 remaining cabinets next financial year.</p>	3
<p>12. <u>UPDATED SERVICE PLANS FOR THE MUSEUM</u></p> <p>a) To consider the updated emergency response plan and highlighted actions</p> <p>b) To note the updated Service Loan Agreement.</p>	4
<p>13. <u>DIRECT LABOUR FORCE DAILY WORK PRIORITIES</u></p> <p>To approve the work priorities of the Direct Labour Force (DLF).</p>	5
<p>14. <u>PLANTING IN CASTLE GARDENS</u></p> <p>To approve the request for shrub purchases.</p>	6
<p>15. <u>NABMA MARKET RIGHTS AND LICENSING</u></p> <p>To note information provided by NABMA regarding markets rights.</p>	7
<p>16. <u>PUBLIC TOILETS CONSULTATION FROM GOVERNMENT</u></p> <p>To note the Government's consultation and that this information is being provided to keep up to date with changing regulations.</p>	8



M e m b e r s h i p

Councillors B. Waite (Chairman), Childs, Garner, Gill, Ginger, Jones (Vice Chair), Lyle, O'Neill, Parry, Tapley, and S Waite.

Notes

The next Services Committee meeting will be held on Wednesday 18th October 2023.