

MINUTES

Minutes of a meeting of the **SERVICES COMMITTEE** zoom meeting held on **MONDAY 21st SEPTEMBER 2020 AT 7PM.**

S/001 **PRESENT**

Chairman: Councillor Clarke

Councillors: Jones, Gill, O'Neill, Parry and Pote.

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

S/002 **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/003 **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/004 APOLOGIES

Apologies for absence were received from Councillors Cobley, Ginger, Lyle and Perks.

S/005 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/006 PUBLIC OPEN SESSION (15 minutes)

One member of the public was present, but didn't wish to speak.

S/007 LUDLOW UNITARY COUNCILLORS QUESTION & ANSWER SESSION

Councillor Parry addressed the meeting regarding street trading. Shropshire Council have had an ongoing problem with street trading for approx. 6 months, with regards to traders selling second hand items. Councillor Parry says there is a meeting later this week and she will provide an update on Thursday.

S/008 MINUTES

RESOLVED MC/RP (unanimous)

That the minutes of the Services Committee meeting held on Monday 24th February 2020 be approved as a correct record and signed by the Chairman.

S/009 ITEMS TO ACTION

The Chair thanked staff for completing the items to action

RESOLVED MC/RJ (unanimous)

That the Items to Action from the 24th February 2020 be noted.

S/010 PLAY AREA WORKS AND INSPECTIONS

a) To note information on completed works and vandalism during lockdown.

RESOLVED MC/TG (unanimous)

b) To note a summary of the annual inspection of play areas

RESOLVED MC/VP (unanimous)

S/010 SIGNAGE IMPROVEMENTS

RESOLVED MC/TG (unanimous)

To note the report on new signs installed since March 2020.

S/011 TREE MANAGEMENT POLICY

RECOMMENDED MC/SO (unanimous)

That the Tree Management Policy is adopted.

S/012 RECOMMENDED MC/TG (unanimous)

That the tender specification is approved.

S/013 RESERVED GRAVES AT HENLEY ROAD CEMETERY

RECOMMENDED MC/RJ (unanimous)

That reservations in Section 'H' at Henley Road cemetery are allowed.

S/014 BENCH UPDATE

RESOLVED MC/VP (unanimous)

a) To note the update from Cllr Perks.

b) To note the suggestion of an additional bench in Castle Gardens and for the DLF to undertake a site survey.

- c) To note the suggestion of taking on additional benches. Further information to be brought back to Committee by Cllr Perks regarding cost of associated works and long term implications for the Town Council.
- d) To note bench delivery as requested is reliant on the DLF being available and is not a priority task.

The Committee would also like to commend Cllr Perks on the work maintaining the benches.

S/014 SILENT SOLDIER

RESOLVED MC/VP (unanimous)

To approve the positioning of a silent soldier in Castle Gardens throughout November.

The meeting closed at 7.22pm.

Chairman

Date

N.B. Closed Session Minutes will NOT be issued.