



## LUDLOW TOWN COUNCIL A G E N D A

To: All Members of the Council, Unitary Councillors, Press  
**Contact: Veronica Calderbank**  
**Ludlow Town Council, The Stable Block, Stone House,**  
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**Despatch date: 3<sup>rd</sup> May 2012**

### COUNCIL

You are summoned to attend a meeting of Ludlow Town Council to be held at  
 the Ludlow Conference Centre, Lower Galdeford, Ludlow on  
 Wednesday 9<sup>th</sup> May 2012 at 7.00pm



Veronica Calderbank  
Town Clerk

### Key Agenda Items:

- Election of Mayor 2012-2013
- Election of Deputy Mayor 2012-2013
- Membership of Committees
- Representatives on Outside Bodies
- Civic Awards

*The public may speak at this meeting*

**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. **ELECTION OF MAYOR 2012 – 2013** – Nominations slips have been received for Councillors Parry, Pound and Smithers. There will be two secret ballots if all three nominations are seconded. All voting slips will be numbered to ensure we have the right number returned.
2. **ELECTION OF DEPUTY MAYOR 2012 – 2013** – Nominations slips have been received for Councillors Parry, Perks and Pound. There will be two secret ballots if all three nominations are seconded. All voting slips will be numbered to ensure we have the right number returned.
3. **Apologies**
4. **Declarations of Interests** – Members are requested to declare any personal and prejudicial interests they may have in matters to be considered at this meeting in accordance with the terms of the Local Authorities [Model Code of Conduct] [England] Order 2007 issued under Section 51 of the Local Government Act 2000.
  - a) Declarations of personal interest.
  - b) Declarations of prejudicial interest.
5. **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.
6. **Response to Questions Raised by the Public at the Previous Meeting** – Oral report from the Town Clerk as required.
7. **Ludlow's Unitary Councillors Question and Answer Session** – Ludlow's Unitary Councillors are invited to address any questions to the Council.
8. **Minutes** – To approve as a correct record and sign the minutes of the **COUNCIL MEETINGS** held on:-
  - a) Monday 2<sup>nd</sup> April 2012
  - b) Wednesday 2<sup>nd</sup> May 2012 (Annual Town Meeting)

<b>ITEM</b>	<b>ATTACHMENT</b>
9. <b>SERVICES COMMITTEE</b> Receive the draft minutes of the meeting held on the 16 <sup>th</sup> April 2012	<b>9</b>
10. <b>REPRESENTATIONAL COMMITTEE</b> To receive the draft minutes of the meeting held on the 10 <sup>th</sup> April 2012	<b>10</b>
11. <b>POLICY &amp; FINANCE COMMITTEE</b>	
a) To receive the draft minutes of the meeting held on the 23 <sup>rd</sup> April 2012	<b>11a</b>
b) Consider the recommendations from the Policy and Finance Committee meeting held on the 23 <sup>rd</sup> April 2012	<b>11b</b>



<b>12.</b>	<b>SCHEME OF DELEGATION</b> To review and adopted the Scheme of Delegation	<b>12</b>
<b>13.</b>	<b>COMMITTEE TERMS OF REFERENCE</b> Review and adopt the Terms of Reference for:-	<b>13</b>
a)	Service Committee	<b>13a</b>
b)	Representational Committee	<b>13b</b>
c)	Policy & Finance Committee	<b>13c</b>
<b>14.</b>	<b>MEMBERSHIP OF COMMITTEES</b> Choose Members to sit on each Committee:-	<b>No Papers</b>
a)	Services	
b)	Representational	
<b>15.</b>	<b>SERVICES COMMITTEE</b>	<b>No Papers</b>
a)	Election of Chairman for Services Committee (From the new Services Committee Members)	
b)	Election of Vice-Chairman for Services Committee (From the new Services Committee Members)	
<b>16.</b>	<b>REPRESENTATIONAL COMMITTEE</b>	<b>No Papers</b>
a)	Election of Chairman for Representational Committee (From the new Representational Committee Members)	
b)	Election of Vice-Chairman for Representational Committee (From the new Representational Committee Members)	
<b>17.</b>	<b>POLICY &amp; FINANCE COMMITTEE</b>	<b>No Papers</b>
a)	To choose Members of Policy and Finance Committee to include the Mayor, Deputy Mayor and Chairmen of Services and Representational Committees	
b)	Election of Chairman for Policy and Finance Committee (From the new Policy and Finance Committee Members)	
c)	Election of Vice-Chairman for Policy and Finance Committee (From the new Policy and Finance Committee Members)	
<b>18.</b>	<b>APPOINTMENT OF NEW COMMITTEES</b> To appoint any new Committees required	<b>No Papers</b>
<b>19.</b>	<b>STANDING ORDERS &amp; FINANCIAL REGULATIONS</b> Review and adopt:-	
a)	Standing Orders	<b>19a</b>
b)	Financial Regulations	<b>19b</b>





<b>20.</b>	<b>REPRESENTATIVES ON OUTSIDE BODIES</b> Choose Members to represent the Town Council on outside organisations and arrangements for reporting back	<b>To be tabled</b>
<b>21.</b>	<b>COMPLAINTS PROCEDURE</b> Review and adopt the Council's complaints procedure.	<b>21</b>
<b>22.</b>	<b>COUNCIL CALENDAR</b> To consider and agree the Council/Committee calendar dates for 2012/13	<b>22</b>
<b>23.</b>	<b>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.	<b>No papers</b>
<b>24.</b>	<b>CONFIDENTIAL MINUTES</b> Approve as a correct record and sign the confidential minutes of:-	
a)	Council 2 <sup>nd</sup> April 2012	<b>24a</b>
b)	Services Committee 16 <sup>th</sup> April 2012	<b>24b</b>
c)	Policy and Finance Committee 23 <sup>rd</sup> April 2012	<b>24c</b>
<b>25.</b>	<b>CIVIC AWARDS</b> To receive nominations for Civic awards 2013	<b>25</b>
<b>26.</b>	<b>CODE OF CONDUCT</b> To receive a letter from Shropshire Council	<b>26</b>
<b>27.</b>	<b>PROPERTY</b> To consider the valuations and agree on a way forward:-	
a)	49 Henley Orchards	<b>27a</b>
b)	Weyman Road	<b>27b</b>

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

Councillors Aitken (Town Mayor); Wilcox (Deputy Mayor); Davies; Callender; Hunt; Leyton-Purrier; McCormack; Newbold; Parry; Perks; Phillips; Pound; Smithers

**The next Council meeting to be agreed**



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

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