



MINUTES

Minutes of a meeting of the **COUNCIL** held in the Ludlow Conference Centre, Ludlow on **MONDAY 14th JUNE 2010** at 7.00PM

FC/25 PRESENT

Chairman:	Councillor Aitken, Town Mayor
Vice-Chairman:	Councillor Pope, Deputy Mayor
Councillors:	Councillors Davies; Hunt; Jackson; McCormack; Parry; Newbold; Pound; Taylor-Smith; Wilcox
Officers:	Veronica Calderbank, Town Clerk; Lucy Morgan, PA
Also in Attendance:	R. Taylor-Smith, Unitary Councillor H. Costigan, Press A. Kibbler, Press

FC/26 APOLOGIES

Apologies for absence were received from Councillors Glaze and Smithers.

FC/27 DECLARATIONS OF INTEREST

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 Members declared interests as follows:

Personal Interests

<u>Member</u>	<u>Item</u>
M. Taylor-Smith	Married to Member of Ludlow in Bloom Shropshire Council Unitary Councillor
V. Parry	Member of Ludlow in Bloom

Prejudicial Interests

A. Pope	Town Centre business owner (A-Boards)
V. Parry	Ex-husband (Town Crier)

FC/28 PUBLIC OPEN SESSION (15 minutes)

Rosanna Taylor-Smith, Unitary Councillor wished the new Mayor success and prosperity for his mayoral year. She stated that Shropshire Council were in the process of assessing the Town Council's Consent Street request. She added that Shropshire Council were receiving positive feedback on the A-board pilot.

Amada Draper, resident of Rocks Green, expressed her objection to further development at Rocks Green.

FC/29 MINUTES

Full Council

RESOLVED (unanimous)

That the minutes of the Council meeting held on 26th April 2010, be approved as a correct record and signed by the Chairman.

FC/30 Mayor Making 2010

RESOLVED (10:0:1)

That the minutes of the Mayor Making held on 26th May 2010, subject to the insertion of the words "for £6,000" in minute FC/05, be approved as a correct record and signed by the Chairman.

FC/31 MINUTES

Mayor Making 2009

RESOLVED (8:0:3)

That the minutes of the Mayor Making held on 13th May 2009, be approved as a correct record and signed by the Chairman.

FC/32 MINUTES

Annual Town Meeting 2010

RESOLVED (8:0:3)

That the minutes of the Council meeting held on 19th May 2010, be approved as a correct record and signed by the Chairman.

FC/33 **MINUTES****Special Council Meeting**

Members discussed the Council's response to the SamDev document. Council commended Members of the Sub-Committee for the report.

RESOLVED (9:0:2)

That Members' comments be incorporated into the response and sent to all Councillors, and submitted to Shropshire Council.

FC/34 **RESOLVED (10:0:1)**

That the minutes of the Special Council meeting held on 7th June 2010, be approved as a correct record and signed by the Chairman.

FC/35 **POLICY AND FINANCE COMMITTEE****a) Minutes****RESOLVED (10:0:1)**

That the draft minutes of the Policy and Finance Committee meeting held on 24th May 2010, subject to the change of minutes PF/17 to PF/20 to "Recommended" and the correction of a typo in minute PF/16, be received.

FC/36 **b) Recommendations****Recommended - Formation and Membership of Sub-Committees and Working Groups****Accounts Sub-Committee**

That the Accounts Sub-Committee be formed with the following membership, Councillors Aitken, Davies, Glaze, Newbold and Pope.

Communications Working Group and Civic Events Working Group

That the Standing Orders be amended to enable Working Groups to be made up of any Members of the Town Council

Recommended - Town Plan

That:-

1. the Town Plan continue as a Working Group;
2. following approval by Council of the recommended amendment to Standing Orders (minute PF/11) be formed from any Member of the Town Council;
3. Councillors Aitken, Jackson, McCormack, Parry, Wilcox are members of the Town Plan Working Group;
4. all Members be invited to join the Working Group at the next Council meeting.

Recommended - Flag Protocol

National Days/Royal Visits

That the flag protocols from the Guild of Mace-Bearers be adopted by the Council.

Town Flag

That the Town Council purchase a new town flag.

Other Days/Twinning Visits/Dignitaries

That the only other flags to be flown by the Town Council are the national flag of Ludlow's twinned towns when they are visiting.

Flags at Half Mast

That the matter be referred to the Civic Events Working Group to recommend options back to the next Policy and Finance Committee.

RESOLVED (9:0:2)

That the recommendations be approved.

FC/37 SERVICES COMMITTEE

RESOLVED (10:0:1)

That the draft minutes of the Services Committee meeting held on 17th May 2010, be received.

FC/38 **REPRESENTATIONAL COMMITTEE****a) Minutes**

Councillor Taylor-Smith queried if the Council had now made a recommendation to Shropshire Council on the new street name. the Town Clerk confirmed that the Council had now formally recommended Kidd Avenue to Shropshire Council.

RESOLVED (10:0:1)

That the draft minutes of the Representational Committee meetings held on 27th April 2010 and 1st June 2010, subject to the amendment of a typo in minute R/04, be received.

FC/39 **b) Recommendations**

Councillor Wilcox introduced this item to the Council. He believed that David Lloyd's contribution to the town needed to be marked. The scheme would dedicate the restoration of three roundel windows, the oldest in Ludlow to the memory of David Lloyd, the total cost of the scheme is £5,000.

RESOLVED (10:1:0)

That the Council contribute £500 to the restoration of the windows in memory of David Lloyd.

FC/40 **MEMORIAL BENCHES**

The Town Clerk introduced this item to the Council and explained that currently the Council had no policy or records for memorial benches and that vandalism has caused distress to those donating the benches. The Council cannot afford the health and safety risk of dangerous benches.

Councillor Wilcox stated that he was concerned about the donators choice of bench and that it needed to be appropriate to the area.

Councillor McCormack stated that a bench's main purpose was not as a memorial and that the Council should be more concerned about ensuring benches are placed in useful positions around the town. She added that there could be a time limit on the display of plaques.

The Town Clerk put forward the idea of having several plaques on one bench that was owned and maintained by the Council, with donors providing the plaques. Councillor Parry supported this idea and suggested that the Council could then invest in better quality benches and budget for their maintenance.

Councillor Pound stated that the Council should have an application form and procedure so that the design could be approved by Committee before being

displayed. He queried whether the Town Council had a surplus of benches. In reply the Town Clerk stated that Shropshire Council had provided a number of benches but that they did not permit plaques to be attached.

Councillor Taylor-Smith suggested that once a bench becomes dangerous it could be offered back to the donor and that if there is no connection between the dedication and the cemetery then it should not be placed within the cemetery. Councillor Davies added that if the bench had been donated it should remain in the ownership of the donor and that they should be liable for maintenance.

The Town Clerk stated that whatever decision Members made on this issue complete records needed to be kept of the donor, dedication and contact details to avoid further issues in the future.

RESOLVED (10:1:0)

That the matter be referred to Representational Committee to make recommendations to Services Committee to then make recommendations to Council.

FC/41 PROJECTS AND PRIORITIES UPDATE

The Town Clerk updated the Council. She stated that she had met with English Heritage and Treasure and Son last week to sign the contract and hand over the keys ready for works to start on the 28th June 2010.

The Town Clerk went on to say that she would be meeting with the Town Walls trust the following day to discuss the bid for the Town Walks, Castle Gardens and retaining wall. She added that the proposed scheme at the Linney was not a flood defence as it had been described but bank erosion works. The Linney is a flood plain.

Councillor Pound queried the progress of works at the cemetery. The Town Clerk replied that she would be discussing the toilet works further with the Access Officer and Mr Wontner and would report back to Services Committee.

FC/42 CONSENT STREET

The Town Clerk introduced this item and drew Members attention to the letter from Shropshire Council.

RESOLVED (10:0:1)

That the Council confirms that it requests Street Trading and Street Consent powers for Ludlow from Shropshire Council pursuant to S101 of the Local Government Act 1972.

FC/43 **TOWN CRIER**

The Mayor introduced this item and explained to Members that this was on a one off basis to welcome the judges for Ludlow in Bloom and that there was recent precedent to allow this on a one event only basis, as the new Bishop was announced by a Crier.

RESOLVED (8:2:1)

That Mr B McQueen be allowed to attend the town as Town Crier to announce the arrival of the Heart of England Judges for Ludlow in Bloom on the 8th July 2010 only.

FC/44 **TOURISM****RESOLVED (unanimous)**

That the two letters be noted.

FC/45 **SUSPEND STANDING ORDERS****RESOLVED (10:0:1)**

That Standing Order be suspended to allow Kate Adams, Shropshire Council's Street Scene Manager to speak on the matter of A-boards.

FC/46 **A-BOARDS**

The Mayor explained to Council that the A-boards pilot was a difficult issue which encompasses health and safety, aesthetic and economic factors, which needed to be managed in a sensitive and effective way.

Shropshire Council's Streetscene Manage, Kate Adams, stated that she was already dealing with thirty shops in the pilot area and that many had voluntarily reduced to one A-board and that she was in discussion with the rest to reach a rational compromise. No enforcement action had been taken yet but the process would start shortly.

Councillor Pope queried whether Shropshire Council had received any solicitors letters from shop owners. Kate Adams replied that there had been a delay in responding to these letters in order to answer them correctly but that she hoped to meet with the business owners shortly to work out a compromise for each individual shop. Councillor Pope ask how Shropshire Council could interpret the law differently for each individual. Kate Adams replied that the Highways Act gave the power to remove all A-boards but that Shropshire Council wanted to find a middle ground acceptable to all.

Councillor Taylor-Smith added that the business owner's solicitor had acknowledged Shropshire Council's legal authority in this matter and that the issues they were challenging were in relation to A-boards not on the highway e.g. on the cobbles.

Councillor Parry stated that she was not against A-boards she only wanted to see the numbers controlled in order to keep the pavements unobstructed for pedestrians. She added that businesses outside the town centre needed to be taken into account and other ways for them to advertise in the centre of town needed to be provided so that they do not suffer.

Councillor Pound pointed out that Ludlow had an aging population with many in wheelchairs or mobility scooters and that A-board positioning needed to take their access needs into account.

Kate Adams further stated that as Tower Street had only recently been reclassified as a pedestrianised zone, A-boards in that area had not yet been tackled. She added that she would pass on the Town Council's comments.

RESOLVED (9:0:2)

That the Council awaits Shropshire Council's report on the outcome of the six month pilot.

FC/47 SELF PROTECTION CLASSES

The Town Clerk introduced this item and stated that the Council would be providing a training course on dealing with difficult people and situations in the future. Councillor Parry explained that she had attend one course and had found it very useful and informative.

Councillor Taylor-Smith expressed his concern that if the Council supported this course it could give the perception to members of the public that there was a real danger.

RESOLVED (unanimous)

That the Council does not support Members attending a self protection class.

FC/48 CCTV

RESOLVED (unanimous)

That the feasibility study be noted.

FC/49 REPRESENTATIVES ON OUTSIDE BODIES

The Mayor introduced this item. Councillor McCormack stated that if there was contention over a seat a formal vote should be taken

RESOLVED (10:0:1)

That:-

- i) this matter be deferred to the next Council meeting.
- ii) that current representatives continue to attend meetings until new representatives are agreed.

FC/50 EXCLUSION OF PRESS AND PUBLIC: PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

The Chairman moved 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.

RESOLVED (unanimous)

That the public be excluded and the meeting continue in closed session.

The meeting closed at 9.25pm.

Town Mayor

Date

N.B. Confidential Minutes will be issued.