



## MINUTES

Minutes of a meeting of the **COUNCIL** held in the Ludlow Conference Centre, Ludlow on **MONDAY 19<sup>th</sup> MARCH 2012 at 7.00PM**

Prior to the commencement of the meeting the Town Clerk advised those present that the Ven. Colin Williams, the Mayor's Chaplain, was present to say prayers although no one was obliged to participate.

### **FC/350 PRESENT**

|                     |   |
|---------------------|---|
| Chairman:           | Councillor Aitken, Mayor  |
| Vice-Chairman:      | Councillor Wilcox, Deputy Mayor   |
| Councillors:        | Callender; Davies; Hunt; Leyton-Purrier; McCormack; Newbold; Perks; Pound; Smithers |
| Officers:           | Veronica Calderbank, Town Clerk;<br>Lucy Morgan, Secretary                          |
| Also in Attendance: | Unitary Councillor R Taylor-Smith<br>Mr A Kibbler, Press                            |

### **FC/351 APOLOGIES**

Apologies were received from Councillors Parry and Phillips.

The Town Clerk stated that Councillor Philips had given her apologies as she was unable to attend a meeting until the beginning of May 2012, she asked that Council accept this apology and the reason for it, as she needed to be with her partner who was undergoing surgery in London.

#### **RESOLVED (Unanimous)**

That Councillor Philips' apologies until the end of April 2012 be accepted and that for the purpose of Section 85 of the Local Government Act 1972 that unless further agreed by Council the 6 month rule commence on 1<sup>st</sup> May 2012.

### **FC/352 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>                                    |
|---------------|--|
| G. Perks      | Prayers (member of St Laurence's congregation) |
| P. Hunt       | Market Matters                                 |
|               | Shropshire Housing Group                       |

Prejudicial Interests

There were no prejudicial interests declared.

**FC/353 PUBLIC OPEN SESSION (15 minutes)**

There were 15 members of the public and 2 members of the press present.

Patricia Hanson, Bockleton, Station Drive, provided the Town Clerk with a list of five questions she wished the Town Council to consider with regards to the new hospital. She stated that she was not part of the 'Save a Ludlow Town Surgery' group ("SALTS"), but that her concerns included the provision of services originally promised for the new hospital. She provided a written list of questions to the Town Clerk (appended)

The Mayor proposed that these questions be presented to the next Hospital Forum meeting on the 20<sup>th</sup> April 2012.

A Member pointed out that Joyce Brand wanted to speak, the Mayor said that it would be better if she spoke under the Ludlow Hospital item.

**FC/354 UNITARY COUNCILLORS SESSION**

Unitary Councillor R. Taylor-Smith, Ludlow North, gave Councillor M Taylor-Smith's apologies as he was unable to attend as he was attending another Parish Council meeting.

Councillor R Taylor-Smith stated that she had attended the recent Ludlow Amateur Boxing Club "fight night" in aid of the new building, she said it was good to see so many young people taking part and she looked forward to the opening of the new club house. She said that the Linney Riverside Park was looking fantastic and once open will be a great resource for the town.

She went on to inform the Council that of the Olympic Torch Relay would be starting at 1.30pm on the 24<sup>th</sup> May 2012. She understood that the Town Clerk was working with Shropshire Council to organise the event.

Councillor R Taylor-Smith added that the Old Street resurfacing would probably now be started in April. She raised one issue with the minutes of the meeting on the 6<sup>th</sup> February 2012 and asked Members to consider this when adopting the minutes.

**FC/355 PUBLIC OPEN SESSION FEEDBACK (15 minutes)**

The Town Clerk stated that all questions had been answered at the previous meeting.

**FC/356 MINUTES**

**a) 6<sup>th</sup> February 2012**

**RESOLVED (9:0:2)**

That the minutes of the Council meeting held on the 6<sup>th</sup> February 2012, subject to the deletion of the words in brackets in minute FC/293 and the insertion of the word "restore," in the resolution of minute FC/311, be approved as a correct record and signed by the Chairman.

**FC/357 b) 27<sup>th</sup> February 2012**

**RESOLVED (7:0:4)**

That the minutes of the Extraordinary Council meeting held on the 27<sup>th</sup> February 2012, be approved as a correct record and signed by the Chairman.

**FC/358 PRAYERS**

The Town Clerk explained that the recent case was significantly different to Ludlow's situation. The case was in a multi-cultural area and the Council had instructed all Members to say the Lord's Prayer. Ludlow Town Council do not insist on saying prayers, Members are free to leave the room. She suggested keeping prayers on the agenda until an objection is made, as most Councils including Shrewsbury Town Council are doing. Councillor Perks stated that he understood that Shropshire Council were also continuing with prayers on the agenda as before.

Councillor McCormack stated that as Members were summoned to the meeting she preferred prayers not to be part of the agenda as she felt it was wrong for non Church of England Members to have to exclude themselves from part of the Council's business. The matter was debated at length.

**RESOLVED (6:3:2)**

That prayers are said prior to the beginning of the Council meeting and are no longer part of the agenda.

**FC/359 LUDLOW HOSPITAL**

The Mayor stated that though the Town Council represents the people of Ludlow we had not been party to the planning decision as the Eco Park was in Ludford Parish. The Town Clerk drew Members attention to Phillip Dunne MP's press release that states "keeping a surgery in the town risks losing the new hospital". She circulated page 12 of the Town Plan and advised Members that Ludlow Town Council was committed to supporting the elderly and expansion of the new hospital facilities.

Joyce Brand made a presentation to Members on behalf of SALTS. She stated that SALTS did not wish to jeopardise the new hospital, they only sought the opinion of the residents effected. Their first public meeting had drawn in over 200 people and subsequent market stalls had collected 800 signatures in support of keeping at least a satellite surgery within the town centre.

She stated that many residents had moved to the centre of Ludlow and given up their vehicles to live a "green lifestyle" which was currently possible, moving the surgeries to the new hospital would mean that many would be unable to visit their GP without the use of a taxi or public transport. She added that previous consultation by the PCT on the relocation of surgeries to the hospital had been made on the principle that the new hospital was to be built in the town centre which would have been acceptable to residents. No further consultation had been made once the Eco Park location had been confirmed. She added that SALTS would be pleased with a satellite surgery within the town. She stated that Ludlow Town Council had a duty to support the wellbeing of the town residents and should therefore have an opinion on this issue.

Councillor Leyton-Purrier stated that she support the MP's view that the town could not afford both a new hospital and separate surgeries. Councillor Davies added that the current hospital needed to be replaced as it was structurally unsound and therefore Ludlow would be without a hospital. Councillor Smithers stated that the public transport facilities were already in place for residents to access both the hospitals and surgeries at the Eco Park.

Councillor Leyton-Purrier added that there were people in the Sudan who had never seen a Doctor and it was therefore trivial to argue over a few hundred yards. She added that there was nothing to prevent SALTS from advertising for another GP practice to move into the town.

The Town Clerk invited Members to set a date for this to be further discussed if requested and Members declined having already discussed the matter.

**RESOLVED (10:0:1)**

That Members take the opportunity to attend the Hospital Forum on the 20<sup>th</sup> April 2012 and that Mrs Hansen's letter be sent to the PCT for them to respond.

**FC/360 SERVICES COMMITTEE**

**RESOLVED (9:0:2)**

That the minutes of the Services Committee meeting held on the 5<sup>th</sup> March 2012, be received.

**FC/361 REPRESENTATIONAL COMMITTEE**

**RESOLVED (9:0:2)**

That the minutes of the Representational Committee meetings held on the 7<sup>th</sup> February and 6<sup>th</sup> March 2012, be received.

**FC/362 POLICY AND FINANCE COMMITTEE**

**a) Minutes**

**RESOLVED (10:0:1)**

That the minutes of the Policy and Finance Committee meeting held on the 12<sup>th</sup> March 2012, be received.

**FC/363 b) Recommendations**

**Goldfish**

**That live goldfish are not permitted to be given as prizes at the Mayfair and the current Policy remains unchanged.**

**RESOLVED (9:2:0)**

That live goldfish are not permitted to be given as prizes at the Mayfair and the current Policy remains unchanged.

**FC/364 Time Capsule – Queens Diamond Jubilee**

**That:-**

- i) the capsule be re-opened after a period of 50 years;**
- ii) items included from the Town Council should include photographs of Ludlow through the ages, the Guildhall Book, Newspapers and a DVD of the Senior Citizen's Christmas Party;**
- iii) Groups including the Access Group and Civic Society should be asked to contribute, in addition to the schools.**

**RESOLVED (Unanimous)**

That:-

- i) the capsule be re-opened after a period of 50 years;
- ii) items included from the Town Council should include photographs of Ludlow through the ages, the Guildhall Book, Newspapers and a DVD of the Senior Citizen's Christmas Party;
- iii) Groups including the Access Group and Civic Society should be asked to contribute, in addition to the schools.

**FC/365 Cemetery Matters - Request to have a stump removed from a Grave**

**That the Council removes the tree stump from the grave.**

**RESOLVED (Unanimous)**

That the Council removes the tree stump from the grave.

**FC/366 Replacement/Maintenance of Existing Kerbs**

**That the replacement or maintenance of existing kerbs, or any type of edging, should be permitted on a like for like basis with no change to the current Policy regarding new graves where they are prohibited.**

Councillor Hunt asked that it be made clear that any replacement or maintenance was at the cost of the grave owner not of the Town Council.

**RESOLVED (Unanimous)**

That the replacement or maintenance of existing kerbs, or any type of edging, should be permitted on a like for like basis at the grave owner's expense, with no change to the current Policy regarding new graves where kerb or any type of edgings are prohibited.

**FC/367 Market Matters**

The Town Clerk distributed copies of a letter received from a Market Trader requesting the decision to be deferred until the proposals could be fully considered by the Ludlow Market Traders Federation. She added that the information had been provided at their last meeting but not fully discussed.

**RESOLVED (Unanimous)**

That the decision on market matters recommendations be deferred until the Council meeting on the 2<sup>nd</sup> April 2012, to allow the recommendations of the Ludlow Market Traders Federation to be received.

**FC/368 POLICIES**

**Scheme of Delegation**

That:-

- i) Example 1, subject the amendment at 4.7, be adopted.
- ii) the Scheme of Delegation be reconsidered within the next 6 months.

**RESOLVED (Unanimous)**

That:-

- i) Example 1, subject the amendment at 4.7, be adopted.
- ii) the Scheme of Delegation be reconsidered within the next 6 months.

**FC/369 Use of Permits for Entertainment and Post Office Square**

That the Use of Permits for Entertainment and Post Office Square Policy, subject to the addition of a capital "P" for "political and moving the word "activities" to the end of the sentence at 7), be adopted.

**RESOLVED (Unanimous)**

That the Use of Permits for Entertainment and Post Office Square Policy, be adopted.

**FC/370 Member/Officer Relations Protocol**

That the Protocol on Member/Officer Relations be adopted.

**RESOLVED (9:1:1)**

That the Protocol on Member/Officer Relations be adopted.

**FC/371 TOILETS**

That:-

- i) following the installation of coin boxes a charge of 20p be made for the use of the toilets.
- ii) coin boxes be emptied every day.
- iii) once automatic locks are installed Smithfield and Castle Street toilets be set to open at 7.00am and close at 7.00pm; 7 days a week.

- iv) during festivals and other large events in the town the opening hours of Castle Street toilets be extended to no later than 11.00pm at the discretion of the Town Clerk depending on the event.

**RESOLVED (8:2:1)**

That:-

- i) following the installation of coin boxes a charge of 20p be made for the use of the toilets.
- ii) coin boxes be emptied every day.
- iii) once automatic locks are installed Smithfield and Castle Street toilets be set to open at 7.00am and close at 7.00pm; 7 days a week.
- iv) during festivals and other large events in the town the opening hours of Castle Street toilets be extended to no later than 11.00pm at the discretion of the Town Clerk depending on the event.

**FC/372 Future Twinning Opportunities**

That:-

- i) the visit from La Ferte-Mace on the 17<sup>th</sup> May 2012, to the Ludlow Brewery is promoted on the Town Council website and Buttercross Bulletin;
- ii) the three Groups and Town Council work together;
- iii) the three Groups are invited to the next Council meeting to do a presentation on twinning;
- iv) the Town Clerk inform the Twinning Groups that £2,000 has been set aside for signage;
- v) that twinning signage in the Town is replaced;
- vi) web links for the Twinning Groups are placed on the Town Council website;
- vii) the Twinning Groups are offered space, and up to 100 words each and photographs in the 2013 Calendar of Events;
- viii) that the Twinning Groups are offered regular space in the Town Council's Bulletin;
- ix) that 50 Bulletins and 50 Calendar of Events be sent to the twinned towns every year;
- x) the Town Clerk contacts the three Mayors/Town Clerks of the twinned Towns each year;
- xi) the Twinning Town representatives are invited to events such as Mayor Making and Festivals on an annual basis;
- xii) willing translators are sought for events;
- xiii) a garden party is hosted by the Mayor and Twinning Groups in Castle Gardens simultaneously with the Autumn Food Festival;
- xiv) the French, Italian and Narbeth food producers are approached to supply free samples for a market stall or garden party to promote the twinned countries;
- xv) the Town Council sets aside £100 in the budget for any twinning refreshments/costs/gifts for each twinned partner;
- xvi) links are explored with Disabled Groups in Each Towns;



**xvii) opportunities with sports and secondary schools be explored.**

Councillor Leyton-Purrier asked how many twinning towns Ludlow could have. The Town Clerk stated that there was no limit.

**RESOLVED (10:0:1)**

That:-

- i) the visit from La Ferte-Mace on the 17<sup>th</sup> May 2012, to the Ludlow Brewery is promoted on the Town Council website and Buttercross Bulletin;
- ii) the three Groups and Town Council work together;
- iii) the three Groups are invited to the next Council meeting to do a presentation on twinning;
- iv) the Town Clerk inform the Twinning Groups that £2,000 has been set aside for signage;
- v) twinning signage in the Town is replaced;
- vi) web links for the Twinning Groups are placed on the Town Council website;
- vii) the Twinning Groups are offered space, and up to 100 words each and photographs in the 2013 Calendar of Events;
- viii) the Twinning Groups are offered regular space in the Buttercross Bulletin;
- ix) the twinned towns are sent 50 Bulletins and Calendar of Events every year;
- x) the Town Clerk contacts the three Mayors/Town Clerks of the twinned Towns each year;
- xi) the Twinning Town representatives are invited to events such as Mayor Making and Festivals on an annual basis;
- xii) willing translators are sought for events;
- xiii) a garden party is hosted by the Mayor and Twinning Groups in Castle Gardens simultaneously with the Autumn Food Festival;
- xiv) the French, Italian and Narbeth food producers are approached to supply free samples for a market stall or garden party to promote the twinned countries;
- xv) the Town Council sets aside £100 in the budget for any twinning refreshments/costs/gifts for each twinned partner;
- xvi) links are explored with Disabled Groups in Each Towns;
- xvii) opportunities with sports and secondary schools be explored.

**FC/373 PROJECTS UPDATE****a) Boxing Club**

The Town Clerk stated that the recent "Fight Night" had been a wonderful event as to raising the profile of the Boxing Club project and rejuvenating the enthusiasm of the parties involved including the principal contractor who had been encountering problems due the involvement of volunteers. She stated that construction would hopefully start in the second week of April and that further funding had been secured. She said that there would be volunteer work available at a later date if any Member was interested.

The Town Clerk added that this project was a template for the future of localism and that Travis Perkins and other local builders had been fantastic supporters. She also stated that if anyone was interested in sponsoring a piece of equipment to please contact her.

**FC/374 b) The Linney Riverside Park**

The Town Clerk stated that the grass on the mounds was not growing as quickly as she would like and she was considering using turf from the Boxing club site to ensure the mounds were well covered for the park maintenance.

She stated that there would be two opening events, the 'official' unveiling of the plaque on the 30<sup>th</sup> March with the Mayor and the MP and a fun day on the 31<sup>st</sup> arranged by the Friends of Linney Riverside Park who had been awarded a grant for the opening.

**FC/375 c) The Buttercross**

The Town Clerk explained to Members that the Heritage Lottery Fund ("HLF") Bid was now worth £1.9 million to the local economy with the addition of the Breadwalk extension. She said that planning permission without the market area doors was expected shortly and she had also applied to the Environment Agency for consent for the Breadwalk works. Once these were received the bid would be lodged less a sum to be spent on emergency works.

The Town Clerk urged all Members to remember that the Heritage Lottery Fund as funders monitored the local press concerning proposed bids and any negative publicity could jeopardise the bid and the eighty jobs it will provide. She asked all Members to support the Council decision, especially as the Stage III works on the Buttercross ceilings also rested on the HLF bid as English Heritage have stated that no funding will be provided for that project until a decision on the bid has been made.

Councillor Leyton-Purrier said that the bid should have gone in months ago as it is certain planning permission will be granted. The Town Clerk stated that planning permission was in no way certain. Councillor Pound asked if Powis Estates were involved with the bid as they owned the walks, the Town Clerk confirmed that they were.

Councillor Wilcox left the meeting at 8.26pm

**FC/376 OLYMPIC TORCH RELAY**

The Town Clerk confirmed that the Olympic Torch Relay would pass through Ludlow on the 24<sup>th</sup> May 2012 starting at 1.30pm at Ludford Bridge with the Medieval band Ludlow Waites and the College welcoming the convoy. She asked that Members attend in their robes. She stated that the Cheerleaders

Fuzion Dance who had led the Christmas Lights Switch-On countdown would be attending as well as many others. She said she had applied for funding from the Local Joint Committee for £550.00 for refreshments and an Olympiad party.

Councillor Wilcox rejoined the meeting at 8.30pm

**FC/377 QUEENS DIAMOND JUBILEE**

The Town Clerk said that bunting had been purchase and fireworks ordered for the event and she appealed for anyone interested in sponsoring the event to get in touch. The Mayor stated that he had attended the Queen's Diamond Jubilee meeting today and that things were coming together, the programmes and posters were being printed and would go up shortly.

**FC/378 BOER WAR MEMORIAL**

**RESOLVED (Unanimous)**

That the letter of thanks from Mr R Burns be noted.

**FC/379 BINDING OF COUNCIL MINUTES**

The Town Clerk explained that the current record of Council minutes held in the office was incomplete. She added that minute books should be bound but that since the creation of this Council this had not been done.

**RESOLVED (10:0:1)**

That the minutes held by the Council at the end of April 2012 be bound.

**FC/380 TWINNING SUB-COMMITTEE**

**RESOLVED (10:0:1)**

That the minutes of the Twinning Sub-Committee held on the 7<sup>th</sup> March 2012, be received.

**FC/381 APOLOGY FROM COUNCILLOR LEYTON-PURRIER**

Councillor Leyton-Purrier made a formal apology to the Council for any offence caused by her comments in recent local press articles and on Radio Shropshire and she did not want the Buttercross or the HLF bid to suffer. She added that if anyone took offence she offered her sincere apology. She added that what was reported did not always represent exactly what she had said.

FC/382 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 9.18pm.

\_\_\_\_\_  
Town Mayor *John Arken*

*2 April 2012*  
\_\_\_\_\_  
Date

N.B. Confidential Minutes will be issued.