



MINUTES

Minutes of a meeting of the **COUNCIL** held in the Ludlow Conference Centre, Ludlow on **MONDAY 26th JULY 2010** at **7.00PM**

FC/62 PRESENT

Chairman:	Councillor Aitken, Town Mayor
Vice-Chairman:	Councillor Pope, Deputy Mayor
Councillors:	Councillors Callender; Davies; Hunt; Jackson; Glaze; Parry; Mitchell; Newbold; Smithers; Wilcox
Officers:	Veronica Calderbank, Town Clerk; Lucy Morgan, PA
Also in Attendance:	Reverend James Stewart The Venerable Colin Williams

The Mayor began the meeting by expressing his sympathies to Councillor McCormack for her recent bereavement and passed on his good wishes for a speedy recovery to Councillor Pound.

FC/63 PRAYERS

The Mayor introduced The Venerable Colin Williams as the new Team Rector Designate for Ludlow and invited the Mayor's Chaplain, Rev. James Stewart to lead the Council in prayers.

FC/64 APPOINTMENT OF MAYOR'S CHAPLAIN

The Mayor invited nominations for the Mayor's Chaplain. Councillor Wilcox proposed The Venerable Colin Williams and Councillor Mitchell seconded the nomination.

RESOLVED (unanimous)

That The Venerable Colin Williams be elected Mayor's Chaplain for 2010/2011.

The Venerable Colin Williams thanked the Council and stated that he was pleased to accept the position. Rev. James Stewart said that he had been honoured to serve the Council and was happy to now defer the role to the proper person.

Councillor Wilcox expressed his thanks to Rev. James Stewart for all his work for the Council especially his involvement in the Civic Events Working Group.

FC/65 APOLOGIES

Apologies for absence were received from Councillors McCormack and Pound.

FC/66 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>
V. Parry	Member of Ludlow in Bloom
J. Smithers	Member of Ludlow in Bloom

Prejudicial Interests

No prejudicial interests were declared.

FC/67 PUBLIC OPEN SESSION (15 minutes)

The Mayor explained the request Unitary Councillor Rosanna Taylor-Smith had made at Policy and Finance Committee to the Council, for a regular item on the agenda for Shropshire Councillors to speak to the Council and answer any question put to them.

Councillor Pope requested that any comments made by the Unitary Councillors be minuted so that they could be referred back to.

RESOLVED (9:2:1)

That Unitary Councillors representing the area of Ludlow Town Council, Councillor R. Taylor-Smith, M. Taylor-Smith and T. Huffer, become ex-officio Members of Council, without voting rights, with a regular item on the Council agenda for them to address Council and ask and answer any questions relevant to Council business.

There were seven members of the public present.

Rosanna Taylor-Smith, Unitary Councillor repeated the Mayor's sentiments to Councillors McCormack and Pound. She thanked Members for considering her request for a regular Shropshire Councillors item on the agenda as it meant that she would not be taking up time allocated to the public. She referred the Services minutes from the 5th July 2010 and stated that Shropshire Council had no intention of closing the household recycling centre at Coder Road and informed Members that they were currently consulting on parking strategy with regard to on and off street parking and the park and ride.

Martin Taylor-Smith, Unitary Councillor informed Members that he was part of the Shropshire Council Star Chamber who were implementing the budget process to save £60m over the next three years, this would have an impact on Ludlow. He stated that the next Local Joint Committee would be held the following day at Clee Hill Village Hall at 7.00pm, he encouraged Councillors to attend as the Leader of Council and Chief Executive would be present.

He added that in relation to the Services resolution the toilets were up for grabs but that Shropshire Council would not consider transfer ownership or management of the car parks. He suggested that the Town Council should take an interest in the new transport hub as there could be toilet provision there if requested. Councillor M. Taylor-Smith complimented the Council on the Auditors report which showed better scrutiny by the Internal Auditor and a large improvement by the Council.

FC/68 MINUTES

Full Council 14th June 2010

RESOLVED (8:0:1)

That the minutes of the Council meeting held on 14th June 2010, as amended, be approved as a correct record and signed by the Chairman.

FC/69 Special Council 30th June 2010

RESOLVED (8:0:1)

That the minutes of the Special Council held on 30th June 2010, be approved as a correct record and signed by the Chairman.

FC/70 POLICY AND FINANCE COMMITTEE

a) Minutes

RESOLVED (10:0:1)

That the draft minutes of the Policy and Finance Committee meeting held on 12th July 2010, be received.

FC/80 b) Recommendations

Recommended - Accounts Committee

That the Accounts Sub-Committee becomes a full Committee.

The Mayor explained to Members that this was recommended by Internal Auditor.

RESOLVED (Unanimous)

That the recommendation be approved.

FC/81 INTERNAL AUDITOR'S 2nd DRAFT REPORT

The Mayor explained the report to Council and drew their attention to the Internal Auditor's comments that the Council had a sound system of controls that worked well but recommended an interim audit in September. The Town Clerk pointed out the list of capital items on page 4 and explained that she was still awaiting the final report following her comments to the Internal Auditor.

FC/82 ACCOUNTS 2009/2010

RESOLVED (10:0:1)

That, given the assurances from the financial experts:-

- i) the 2009/10 accounts be accepted.
- ii) the advice from PiR be noted.
- iii) the 2009/10 accounts be passed to the External Auditor for audit.
- iv) an interim internal audit be carried out halfway through the financial year 2010.

FC/83 SERVICES COMMITTEE

RESOLVED (Unanimous)

That the draft minutes of the Services Committee meeting held on 5th July 2010, subject to amendment, be received.

FC/84 REPRESENTATIONAL COMMITTEE

RESOLVED (10:0:1)

That the draft minutes of the Representational Committee meetings held on 29th June 2010, be received.

FC/85 **TOWN PLAN**

The Mayor introduced this item and informed the Committee that Councillor McCormack had made a presentation to Policy and Finance Committee, who had then discussed the action points. It was important for Council to make their comments before the Town Plan was progressed any further. The new Town Plan had been distilled from the 2005/2009 plan and took into account the comments made at the stakeholder and public consultations developing and updating the previous plan.

FC/86 **SUSPEND STANDING ORDERS****RESOLVED (Unanimous)**

That Standing Orders be suspended to allow Members to discuss the Town Plan in small groups.

FC/87 **TOWN PLAN**

Council split into four groups and discussed the Town Plan Action Points and each group fed their comments to be incorporated into the draft plan. Members of the public had the opportunity to submit their comments on 'post-it' notes with their preferences.

FC/88 **REINSTATE STANDING ORDERS****RESOLVED (Unanimous)**

That Standing Orders be reinstated to continue the meeting.

FC/88 **TOWN PLAN**

Members requested their comments be passed onto the Town Plan Working Group who would report back to Council in September 2010 with a more formal proposal at the end of the consultation period.

FC/89 **PROJECTS AND PRIORITIES UPDATE**

The Town Clerk informed Council that the cupola had been removed from the Buttercross and restored off site and was now in the process of being reinstated on the building. She advised Members that Phase II was a twelve week project during which the doors and drainpipes were due to be done. She added that bar any major unforeseen problems the repairs would be on budget and the front doors would be painted once all phases had been completed to prevent any damage while equipment was moving in and out.

With regard to the Linney, the Town Clerk informed the Council that though Shropshire Council officers had visited the site, no Playbuilder funding had been awarded though there was a possibility of the Council receiving Section 106 monies for the project and she was awaiting confirmation. She added that the play area works could not go ahead without extra funding as the monies Council had already secured would only cover the erosion defence works which needed to be done prior to the play area works

Moving on to the Gardens project, the Town Clerk explained that the proposed scheme was ambitious and included works on the Gardens, Walks and Walls (both garden walls and Castle/Town walls) working in co-operation with the Town Walls Trust. The Council is currently working on putting in a bid to the Heritage Lottery Fund and English Heritage for £800,000 for the project and will be consulting local organisations and residents in the coming months.

On a final point the Town Clerk reported that she was continuing to investigate cardboard recycling and had been in touch with Shropshire Council's Andy Goldsmith, who had reassured her that the Coder Road skip service was not closing. She will further report on the issue when more information is available.

FC/90 ACCOUNTS COMMITTEE

The Mayor commented that the Accounts Committee had met following the publish of the Council Agenda and had discussed the membership, signatories and frequency of meetings. They proposed to meet every three weeks in order to meet the Council Financial Regulations to pay invoices within thirty days.

RESOLVED (Unanimous)

That the Accounts Committee:-

- i) meet every three weeks from now on.
- ii) membership continues as per the Sub-Committee.

FC/91 RESOLVED (Unanimous)

That as Councillor Mitchell is no longer a member of Accounts Committee he be replaced by Councillor Newbold as signatory for the Council.

FC/92 REPRESENTATION ON OUTSIDE BODIES

The Mayor introduced this item and stated that he had been liaising with Councillors in order to produce this list. It was suggested that the Council have one formal representative on each body, as set out on the list attached to these minutes.

Flood Forum

It was agreed that the Mayor represent the Council on the Flood Forum.

Lead Members

It was agreed that Councillor Hunt become the Lead Member for Health and Safety and that Councillor Parry be the Lead Member for the Cemetery and Councillor Newbold Finance.

Community Alcohol Partnership

Councillor Parry volunteered to become the Council representative at the Community Alcohol Partnership.

Councillor Jackson queried whether a representatives allegiances should be to the Town Council or to the Organisation with regard to confidential items etc.

Councillor Newbold suggested that representatives make an annual report to Council and speak with the appropriate Committee Chairman with regard to any urgent or important information that may be relevant to the Town Council during the year.

RESOLVED (Unanimous)

That the list of Representatives on Outside Bodies and Lead Members once amended be accepted and sent to all Members for information with the minutes.

FC/93 ACCOUNTS 2010/2011 – 1st QUARTER

The Mayor pointed out to Members that these accounts were only to note and would be considered quarterly at Policy and Finance Committee.

Councillor Parry expressed her thanks to staff for their work on the accounts and said that she thought the new system was brilliant and easily understandable to everyone.

FC/94 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 8.50pm.

Town Mayor

Date

N.B. Confidential Minutes will be issued.