



MINUTES

Minutes of a meeting of the **COUNCIL** held in the Ludlow Conference Centre, Ludlow on **MONDAY 27th SEPTEMBER 2010** at **7.00PM**

FC/99 **PRESENT**

Chairman: Councillor Pope, Deputy Mayor

Councillors: Davies; Hunt; Jackson; McCormack; Newbold; Parry;
Pound; Smithers; Wilcox

Officers: Veronica Calderbank, Town Clerk;
Lucy Morgan, PA

Also in Attendance: Reverend James Stewart

FC/100 **PRAYERS**

The Deputy Mayor welcomed Rev. James Stewart and invited him to lead the Council in prayers.

FC/101 **APOLOGIES**

Apologies for absence were received from Councillors Aitken, Callender, Glaze and Leyton-Purrier.

FC/102 **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 |
| P. Hunt | Park and Ride Bus Driver |

Prejudicial Interests

No prejudicial interests were declared.

FC/103 PUBLIC OPEN SESSION (15 minutes)

There were six members of the public present.

Unitary Councillor R Taylor-Smith queried whether following her request at the previous meeting Unitary Councillors would now be able to have an item on the agenda to enable two way discussion Unitary Councillors and the Town Council. The Town Clerk stated that the Unitary Councillors covering the Ludlow area now had ex officio status on the Council (as per minute FC/67) and that they would have an opportunity to address Members following the public open session for five minutes. She explained that having this status would on occasions if necessary, allow them to remain in the room in closed session for a short period to raise issues of a confidential nature.

Graham Haywood, of Mary Elizabeth Road, asked the Council whether the comments made by the public regarding the Town Plan at previous meetings had been taken into account. Councillor McCormack assured Mr Haywood that the Council took into account all comments.

Councillor Wilcox reminded the Council that the Public Open Session was for the public to make statements to the Council not for a two way discussion.

The Deputy Mayor apologised that she was unable to attend the Ludlow in Bloom presentation and thanked Councillor R Taylor-Smith for standing in for her. Councillor R Taylor-Smith asked permission to speak and thanked Councillor Pope for her kind donation to Ludlow in Bloom.

FC/104 UNITARY COUNCILLORS SESSION (15 minutes)

Unitary Councillor R Taylor-Smith welcomed the Town Council's new Councillor and congratulated Ludlow in Bloom on achieving a gold award.

She emphasised that Shropshire Council wished to work closely and communicate fully with Town and Parish Council. The new Unitary Council is still finding its feet and must now make substantial saving, but it looked forward to increasing contact with the local Councils.

She offered her compliments on the new Ludlow Town Plan and stated that the Market Town Revitalisation scheme was looking to invest £400,000 in projects within Ludlow and hoped that the Town Council would work closely with Shropshire Council Officers, Colin Richards, Tracy Johnson and Jake Berriman, to propose and implement these projects and work towards solving the problems

facing Ludlow. She said that she was looking forward to the next meeting of the Market Town Revitalisation Group and the Town Clerk confirmed that Councillors McCormack and Parry would be attending.

Councillor R Taylor-Smith added that there was also funding for smaller projects available from the Rural Settlements Challenge Fund. She confirmed that she was always available to talk to Members and that there was much useful information available on the Shropshire Council website and at the Library. The Deputy Mayor expressed her thanks.

Unitary Councillor R Huffer explained to the Council that although his ward did not cover Ludlow he was a Member of the Ludlow and Clee Local Joint Committee and though not within his ward he was welcomed at other Parish Council meetings. The Deputy Mayor invited Councillor R Huffer to speak and stated that he would also be sent a copy of the agenda.

Unitary Councillor M Taylor-Smith informed Members that the Shropshire Council would be meeting on Thursday to discuss the 10 million pound savings to be made this year and the further 50 million to be made in following years, which will have some effect on Ludlow including the end of separate food waste collections, reduced weekend opening hours at Helena Lane Day Care Centre and the implementation of 9.30am start time and the exclusion of the Park and Ride service from the use of concessionary bus passes. Councillor Parry questioned why the Park and Ride was being excluded from the scheme as the pass is valid all over the country. The Town Clerk clarified that the implementation and coverage of the scheme was up to each individual authority.

Councillor Wilcox pointed out that it was illogical to penalise people travelling to the Eco Park other than to use the Park and Ride. Councillor Pound added that there was a medical centre, solicitors, vets and other businesses on the Eco Park that would be impacted upon.

Councillor McCormack pointed out that implementing this rule could cut out public transport to many villages as the only bus is prior to 9.30am and she queried the financial implications. Councillor M Taylor-Smith advised that the 9.30am start nationally was the norm and that Shropshire Council had previously made the decision to extend the scheme but that revoking this extension would save in the region of £250,000 per year.

Councillor Parry expressed her concern that the Town Council seemed to be missing out on having some input in such decisions. Councillor M Taylor-Smith stated that all information on this matter had been published on the Shropshire Council website and passed to the Town Clerk and Mayor. The Town Clerk said that there needed to be better communication as she would not pass on paperwork unless specified and did not want to overwhelm Members with information not relevant to Ludlow. She suggested that the Town Council set up a consultation email address that could be accessed by all Councillors so that any consultation documents would go direct to Members.

The Deputy Mayor pointed out that Town Councillors were unpaid volunteers and therefore many did not have the capacity to attend events across the county due to work and other commitments and that Shropshire Council needed to understand this.

FC/105 MINUTES

Members discussed the representatives on outside bodies.

RESOLVED (unanimous)

That the matter of representatives on outside bodies be deferred to the next Policy and Finance Committee to finalise.

FC/106 RESOLVED (7:0:3)

That the minutes of the Council meeting held on 26th July 2010, subject to the replacement of "Reverend" with "Venerable" before "Colin Williams" at minute FC/62 and the replacement of "Rev." with "Ven." Before "Colin Williams" at FC/63 and FC/64, be approved as a correct record and signed by the Chairman.

FC/107 WELCOME INSPECTOR DUNNE

The Town Clerk informed the Council that Inspector Dunn had passed on his apologies but was unable to attend tonight's meeting. He would like to attend a meeting in the new year once he was better established in his post.

FC/108 CONGRATULATIONS - LUDLOW IN BLOOM

The Deputy Mayor passed on her congratulations to Ludlow in Bloom for their achievement this year. Councillor Smithers informed the Council that there had been a presentation event at Newcastle under Lyme and Ludlow had been awarded Gold, though they had missed out on the Best Town Award and needed to work harder next year to achieve this status as it would bring a lot of prestige to the town. The Deputy Mayor expressed her thanks to the Town Council's Direct Labour Force for all their hard work and Councillor Parry passed on her thanks to the Deputy Mayor for her donation.

The Town Clerk informed the Council that a Member of Ludlow in Bloom, Colin Sheward, had requested the Council's assistance in completing a grant application to the Local Joint Committee for the purchase of a flower tower and that she was pleased to help as this would enhance the appearance of the town centre.

FC/109 SERVICES COMMITTEE**a) Minutes**

Councillor Parry volunteered her knowledge of the residents of Temeside that were affected by flooding to the Flood Forum. The Town Clerk thanked her for the offer as files had been lost in the transfer to Shropshire Council.

Councillor Smithers queried what rights the Scouts and Guides had to the new hut and whether the funding would be effected now that the Scouts had purchased the old Labour Club. The Town Clerk reassured the Council that the Scouts and Guides had no relationship towards the new hut at Wheeler Road. The Council had favoured the Boxing Club in the application for the new hut and had received no response from the Scouts. She went on to say that the Boxing Club had secured £30,000 and were now applying for further funding from the Local Joint Committee, but that irrespective of further grants they had sufficient funds to complete the new hut and any further monies secured would improve the facilities and finishing touches within the building.

Following a query from Councillor Smithers the Town Clerk assured Members that the Council did have the freehold title to Wheeler Road Playing Field subject to restrictive covenants that it remain for the use of children as a play area/field. A number of Councillors disagreed and the Clerk offered to send Members the full title documents.

Councillor Wilcox suggested that this should be discussed in more detail at the next Services Committee.

RESOLVED (9:0:1)

That the draft minutes of the Services Committee meeting held on 6th September 2010, be received.

FC/110 b) Recommendations**REPRESENTATIVES ON OUTSIDE BODIES**

- i) that a list of representatives on outside bodies should be circulated to Members again; and**
- ii) that these Representatives should make annual reports to Council.**

Members discussed where their allegiances should lie once they become representatives on outside bodies. Councillors Smithers pointed out that many of the issues discussed by these bodies were internal matters not affecting the Town or Council. Councillor Parry suggested that representatives only need report back to the Council when relevant issues arose.

RESOLVED (9:0:1)

That following the insertion of the phrase “as appropriate” following “annual reports to Council”, the recommendation be approved.

FC/111 POLICY & FINANCE COMMITTEE

b) Minutes

Members discussed any amendments required.

RESOLVED (6:0:4)

That the draft minutes of the Policy & Finance Committee meeting held on 13th September 2010, subject to the insertion of the words “the Chairman requested a letter be sent to Shropshire Council deploring the lack of timely consultation” in minute PF 79, be received.

FC/112 POLICY & FINANCE COMMITTEE

b) Recommendations

FEEDBACK POLICY

That a standard agenda item appear to inform members of the correspondence between the Town Clerk and members of the public who raised questions at Policy & Finance meetings, and following agreement at Full Council on all Committees agendas.

Councillor McCormack emphasised how important it was to answer questions raised in meetings by the residents in a public way. She believed that there should be a standard agenda item for this at all Committees.

RESOLVED (9:0:1)

That the recommendation be approved.

FC/113 REPRESENTATIONAL COMMITTEE

a) 27th July 2010

RESOLVED (unanimous)

That the draft minutes of the Representational Committee meeting held on 27th July 2010, be received.

FC/114 b) 24th August 2010

RESOLVED (unanimous)

That the draft minutes of the Representational Committee meeting held on 24th August 2010, be received.

FC/115 a) 21st September 2010

RESOLVED (unanimous)

That the draft minutes of the Representational Committee meeting held on 21st September 2010, be received.

FC/116 SHROPSHIRE CHARTER

Councillor Parry expressed her reservations towards the expectations contained within the Charter and the monitoring/consequences involved in not complying. She wished the Council to discuss it fully before signing. The Town Clerk commented that the Charter worked both ways, laying out not only the Town Council's obligations but also Shropshire Council's.

Councillor Smithers suggested setting up a Working Group to discuss the issues, to include all Committee Chairmen to discuss the Charter with the Town Clerk and report back. Councillor Wilcox agreed, adding that the Council needed to be better prepared to make the decision.

RESOLVED (Unanimous)

That a Working Group, to include the Committee Chairmen and any other interested Members, be set up to discuss the details of the Shropshire Council Charter with the Town Clerk in order to produce a report to the next Council meeting.

Councillor Hunt left the room at 8.20pm

FC/117 COUNCIL MEETING CALENDAR 2010-12

The Town Clerk advised Members that the Committee Calendar within the Agenda was produced by the Mayor and had not been finalised. She gave her apologies but asked that they agree to an extra Council meeting in October to discuss the staffing structure.

RESOLVED (9:0:0)

That an extra Council meeting be called on Wednesday 27th October 2010.

Councillor Hunt re-entered the room 8.25pm

FC/118 MARKET REPORT

Councillor Parry took issue with the statement in the report that trader disputes had decreased. The town Clerk advised that this was correct at the time of writing.

RESOLVED (Unanimous)

That the report be noted.

FC/119 PROJECTS & PRIORITIES UPDATE

The Town Clerk reported to Members that Shaun Ward from St Laurence's Church had contacted her with regard to how the bell in the Buttercross clock tower was currently hung. He advised that the clapper should be spring loaded to avoid damage to the bell which dated back to before 1684. Councillor Wilcox added that the historical bell needed to be conserved.

The Town Clerk went on to inform the Council that English Heritage had now agreed to painting the Buttercross clock tower and hoped that Members would be pleased with the finished job. Councillor Parry added that she had recently visited the Buttercross and the works had been done beautifully. The Town Clerk stated that according to English Heritage's instruction, one 'leg' of the old cupola had been spliced with the new wood for historical conservation and the others were replaced with seasoned English oak.

Councillor Jackson queried what works had been done to the weathervane, as it was now visible for miles. In reply the Town Clerk explained that, to her knowledge, the weathervane had only been cleaned, but she would check.

The Town Clerk advised the Council that there was an ongoing insurance claim following an accident on the Linney playing field. The Council was in the process of having warning signs made advising of the uneven surface of the field due to flooding and the removal of the play area. She confirmed that £32,000 had been secured from Shropshire Council for the new play area but that as the erosion works had to be completed prior to the play area, the works now had to be postponed till February next year when there was a six week window between the autumn and spring salmon run when the heavy equipment required could be used for both projects saving time and money

Councillor Jackson expressed her concern at the delay as following the consultations in the schools regarding the Linney play area children may be disappointed. The Town Clerk assured her that a sign would be produced giving a time scale for the completion of the works.

The Town Clerk added that the Castle walls, walks and gardens project bid would be submitted within the next five weeks and in addition to the previous suggested uses for the Buttercross the bid may now also revert to public use converting the Buttercross into a type of heritage centre to satisfy the education

element of the application. She advised that on Thursday (23rd September) she had been informed that English Heritage were not averse to a glass lift being installed in the Buttercross and she would shortly be costing this proposal. Councillor McCormack expressed her concern that the Council was pursuing projects not included within the Town Plan and Councillor Wilcox echoed this view adding that Councillors should be the initiators of such projects. Councillor Pound highlighted that this proposal was only a suggestion/possibility and the full details needed to be acquired before being put before Council. Councillor Smithers added that making the Buttercross DDA compliant has been an ongoing project for many years and the Council has considered several lift/access schemes in the past. The Town Clerk added that she would provide full details of the previous considerations of uses for the Buttercross and why the immediate projects had not been taken forward in to the 2010-2015 Town Plan.

RESOLVED (unanimous)

That a report be presented to Services Committee containing the history of disabled access to the Buttercross and information of the possibility of installing a lift.

FC/120 ADOPTION OF TOWN PLAN

Councillor McCormack introduced this item and explained to Council that many consultations had taken place and that the Working Group had considered all comments and reconciled the plan as far as possible with input from the public. She stated that there had been a few minor changes to the plan and went through these individually. Members discussed the changes and the layout of the plan.

Councillor Parry expressed her thanks to Councillor McCormack and the Town Plan Working Group for all their hard work in producing the Town Plan. Other Members and the Town Clerk echoed their appreciation.

FC/121 SUSPEND STANDING ORDERS

RESOLVED (unanimous)

That Standing Orders be suspended in order to extend the meeting by thirty minutes.

FC/122 ADOPTION OF TOWN PLAN

RESOLVED (9:1:0)

That the Town Plan 2010-2015 be adopted by the Council.

FC/123 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 9.08pm.

Town Mayor

Date

N.B. Confidential Minutes will be issued.