



MINUTES

Minutes of a Special meeting of the **COUNCIL** held in the Ludlow Conference Centre, Ludlow on **WEDNESDAY 30th JUNE 2010** at **7.00PM**

FC/62 PRESENT

Chairman: Councillor Aitken, Town Mayor

Vice-Chairman: Councillor Pope, Deputy Mayor

Councillors: Councillors Glaze; McCormack; Parry; Newbold;
Smithers; Taylor-Smith; Wilcox

Officers: Veronica Calderbank, Town Clerk;
Lucy Morgan, PA
Chris Bayliss, Markets & Special Projects Officer

Also in Attendance:

FC/63 APOLOGIES

Apologies for absence were received from Councillors Callender, Davies, Hunt and Jackson.

FC/64 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

No personal interests were declared.

Prejudicial Interests

No prejudicial interests were declared.

FC/65 PUBLIC OPEN SESSION (15 minutes)

Rosanna Taylor-Smith, Unitary Councillor stated she was present as she was interested in what Members were discussing.

FC/66 **INTERNAL AUDIT and ACCOUNTS 2009/2010**

Before the meeting began the Mayor stated he had issues with the presentation of the draft report from the Internal Auditor on the 2009/2010 accounts and that the Town Clerk had asked for the signing off of the accounts to be deferred for further information to be made available for Members.

Members debated the matter and Councillor Taylor-Smith indicated that the balance sheet showed that the accounts balanced and that the Internal Auditor's report would take into account factual accuracies and the comments of Members before finalising the Internal Audit. He raised concerns that the accounts needed to be signed off on the 30th June 2010 as a legal requirement. The Town Clerk agreed but added that the Town Council had exceptional circumstances having experienced so many problems with clerical errors on the accounts package, loss of two members of staff and changing software systems in April 2010.

RESOLVED (unanimous)

That the 2009/2010 accounts and Internal Audit reports be considered at Council on 26th July 2010 with further information so that Members could make a more informed decision.

Councillor Taylor-Smith left the meeting at 7.35pm

FC/67 **EXTERNAL AUDIT 2008/2009****RESOLVED (unanimous)**

That the Auditor's report be noted together with the Town Clerk's comments on the improvements in 2009.

FC/68 **WRITE OFF**

Members considered the issues relating to the unbalanced £212.00 referred to by the Auditor and heard from the Town Clerk that there was an accounting error in that year leading to an odd unbalanced amount which had to be accounted for as it could not be found. The Town Clerk advised that she had contacted the External Auditors and they were happy that if it could not be found that it should be written off. Members discussed their disquiet with previous practices and regretted the need to write off Calendar of Events debts.

RESOLVED (unanimous)

That the Town Clerk's recommendation be accepted for the £212.00 and £6615.80 respectively be written off for the 2008/2009 financial year.

FC/69 **ACCOUNTS INCOME AND EXPENDITURE APRIL-MAY 2010**

Members noted the abbreviated summary version of the report from the new RBS software system and were shown the comprehensive report. When asked why this was on the agenda the Town Clerk advised that two Councillors had requested different report formats.

RESOLVED (unanimous)

That the full report and summary be presented to Council via Policy and Finance Committee.

FC/70 **WHOLE MARKET RENTS**

The Markets and Special Projects Officer introduced this item and explained to Members that the basis of the rent charges were not rational with one whole square letting on Sunday paying less than the letting of the Market on a Thursday. He explained that using his formula created a much fairer way of dealing with the letting of the Market as a whole.

Following a question from Councillor Newbold the Markets and Special Projects Officer stated that the rental was only for the Market Square and did not include Post Office or Events Square. The Town Clerk added that currently permits for the use of Events Square and Post Office Square were free for community based activities, but that if the Council obtained Street Trading Consent powers from Shropshire Council this could be looked at again.

Councillor Pope queried what was meant by Summer and Winter, the Markets and Special Projects Officer explained that Summer was April to September and Winter October to March.

The Mayor informed the Council that this rent review was not to increase charges but to create parity across the year and events. Councillor McCormack queried whether these fees would be applied to all traders/markets equally, in response the Markets and Special Projects Officer stated that there needed to be some flexibility to apply discounts for example during bad winters as it is preferable to have discounted stalls to empty stalls.

RESOLVED (unanimous)

That :-

- the new fees as contained within the report be approved and implemented on the 1st August 2010.
- all traders who rent the whole market be informed of the change as soon as practicable.
- the Council has flexibility to apply discounts in times of low turnout and inclement weather.

FC/71 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 8.30pm.

Town Mayor

Date

N.B. Confidential Minutes will be issued.

