



# LUDLOW TOWN COUNCIL

## A G E N D A

To: All Members of the Council, Unitary Councillors, Press

**Contact: Gina Wilding**

**Ludlow Town Council, The Guildhall,**

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**Despatch date: 30<sup>th</sup> November 2016**

### COUNCIL

You are summoned to attend a meeting of Ludlow Town Council to be held at  
The Guildhall, Mill Street, Ludlow, on  
Monday 5<sup>th</sup> December 2016 at 7.00pm

Gina Wilding  
Town Clerk

### Key Agenda Items:

- ***Ludlow Hospital***
- ***Local Services and Asset Transfers***
- ***Emergency Planning***

***The public may speak at this meeting***

**Public Open Session (15 minutes)** – Members of the public are invited to make representations to the Council on any matters relating to the work of the Council or to raise any issues of concern.



1. **Health and Safety** – Councillors and members of the public are to note that the fire exits can be found to the rear of the building outside the Council Chamber and via the front door. The fire assembly point is on the pavement opposite the Guildhall. For fire safety purposes all Councillors should sign the attendance book and members of the public should sign the attendance sheet.
2. **Apologies**
3. **Declarations of Interests**  
*Members are reminded that they must not participate in the discussion or voting on any matter in which they have a Disclosable Pecuniary Interest and should leave the room prior to the commencement of the debate.*
  - a) Disclosable Pecuniary Interest
  - b) Declaration of conflicts of Interest
  - c) Declarations of personal interest
4. **Public Open Session (15 minutes)** – Members of the public are invited to make representations to the Council on any matters relating to the work of the Council or to raise any issues of concern.
5. **Ludlow's Unitary Councillors Question and Answer Session** – Ludlow's Unitary Councillors are invited to address any questions to the Committee.
6. **Minutes** – To approve as a correct record and sign the open minutes of the **COUNCIL MEETING** held on **MONDAY 7<sup>th</sup> NOVEMBER 2016**.  
 'The minutes must be signed and loose leaf pages initialled at the meeting which they record or at the next meeting, by the person presiding thereat' LGA 1972, Sch 12, para4 (1)  
*Members are reminded:*  
*All proposed amendments or queries relating to the minutes should be reported to the Town Clerk by 10.00 am on the day of the meeting, if required, responses will be given as soon as practicable, but not necessarily at the meeting.*  
*All Committee minutes must be received without discussion or debate.*
7. **Items to Action** – To note the items to action sheet from the previous Council Meeting held on 7<sup>th</sup> NOVEMBER 2016.

	<b>ITEM</b>	<b>Attachment</b>	<b>Page No</b>
<b>8.</b>	<b>LUDLOW HOSPITAL</b>		
a)	To consider an update.	<b>No papers</b>	
b)	To receive the letter from Councillor Gerald Dakin, Chair of the Heath & Overview Scrutiny Committee, Shropshire Council regarding Ludlow Hospital.	<b>8b</b>	<b>29</b>
<b>9.</b>	<b>SHROPSHIRE COUNCIL FINANCIAL STRATEGY &amp; TIMETABLE</b>		
	To note the papers from Shropshire Council.	<b>9</b>	<b>31</b>



<b>10.</b>	<b>LOCAL SERVICE AND ASSET TRANSFERS</b> To consider a report on local services and asset transfers.	<b>10</b>	<b>47</b>
<b>11.</b>	<b>COMMITTEE MEMBERSHIP</b> To consider the request for Councillor M Jones to join the Services and Representational Committees.	<b>No papers</b>	
<b>12.</b>	<b>SHROPSHIRE COUNCIL EMERGENCY PLANNING</b> To consider the role of local organisations in Emergency Planning.	<b>12</b>	<b>87</b>
<b>13.</b>	<b>RECOMMENDATIONS</b> To consider the recommendations from the Services Committee meeting on 21 <sup>st</sup> November 2016.	<b>13</b>	<b>89</b>
<b>14.</b>	<b>COMMITTEE &amp; WORKING GROUP MINUTES</b>		
<b>a)</b>	To receive the minutes of the Policy & Finance Committee on the 31 <sup>st</sup> October 2016.	<b>14a</b>	<b>91</b>
<b>b)</b>	To receive the minutes of the Representational Committee meeting held on the, 16 <sup>th</sup> November 2016.	<b>14b</b>	<b>97</b>
<b>c)</b>	To receive minutes of the Services Committee on the 21 <sup>st</sup> November 2016.	<b>14c</b>	<b>109</b>
<b>d)</b>	To receive the closed minutes of the Staffing and Appeals Committee on the 22 <sup>nd</sup> November 2016.	<b>14d</b>	<b>117</b>
<b>e)</b>	To receive the minutes of the Budget Working Group Meeting on the 25 <sup>th</sup> November 2016.	<b>14e</b>	<b>119</b>
<b>15.</b>	<b>EXCLUSION OF PRESS AND PUBLIC: PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960</b> The Chairman will move 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.	<b>No papers</b>	
<b>16.</b>	<b>SERVICE LEVEL AGREEMENT</b> To consider a service level agreement.	<b>16</b>	<b>123</b>
<b>17.</b>	<b>INTERIM BUDGET REPORT</b> To consider interim report and recommendations from the Budget Working Group.	<b>17</b>	<b>139</b>
<b>18.</b>	<b>STAFF MATTER – ADMIN ASSISTANT</b> To consider the report.	<b>18</b>	<b>151</b>



**M e m b e r s h i p**

Councillors Draper (Town Mayor); Sheward (Deputy Mayor); Clarke; Cobley; Gill; Ginger; M Jones; R Jones; Kemp; Lyle; J. Newbold; S. Newbold; Parry; Perks; and Smithers;

**The next Council meeting will be held on the  
30<sup>th</sup> January 2017**