

LUDLOW TOWN COUNCIL

A G E N D A

COUNCIL

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

Contact:- Gina Wilding

Ludlow Town Council, The Guildhall

Mill Street, Ludlow, SY8 1AZ

01584 871970

townclerk@ludlow.gov.uk

Despatch date: - 13th June 2018

You are summoned to attend a meeting of Ludlow Town Council to be held at The Guildhall, Mill Street, Ludlow, on Monday 18th June 2018 at 7.00pm

Gina Wilding
Town Clerk

Key Agenda Items:

- **ANNUAL RETURN 2017 / 2018**
- **POLICE & CRIME COMMISSIONERS SURVEY**
- **REMEMBRANCE SUNDAY 2018**

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 minutes of:-
 - a) The open and closed session **COUNCIL** minutes of **MONDAY 5th MAY 2018**.
 - b) The minutes of the **ANNUAL TOWN RESIDENTS MEETING** of **MONDAY 23RD APRIL 2018**.

‘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:

That minutes are a record of the Council’s resolutions and proposed factual amendments 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 will be received without discussion.

7. **Items to Action** – To note the items to action sheet from the previous Council meeting held on the MONDAY 5th MAY 2018.

ITEM	Attachment
8. ANNUAL RETURN AND INTERNAL AUDITOR’S REPORT	
a) To adopt the Internal Auditor’s Report.	8a
b) To approve the Annual Return Governance Statement (Section 1) in accordance with the Accounts and Audit Regulations.	8b
c) To approve the Annual Return Statement of Accounts 2017-18 (Section 2) in accordance with the Accounts and Audit Regulations.	8c

9.	MEMORIAL PLAQUE – CANON JEFFRY WILCOX To consider a plaque in memory of Canon Jeffry Wilcox on the newly refurbished bench by the canon in Castle Gardens.	No papers
10.	POLICE AND CRIME COMMISSIONERS TOWN AND PARISH COUNCIL SURVEY To consider and respond to the Police and Crime Commissioners Town and Parish Council Survey 2018, deadline 8 th July 2018.	10
11.	RISK ASSESSMENTS To review and adopt the Town Council's Risk Assessments.	11
12.	REMEMBRANCE SUNDAY 2018 To consider a report on proposed changes to Remembrance Sunday 2018	12
13.	WWI COMMEMORATIONS – 11th NOVEMBER 2018 To receive an update on Battles Over a National Tribute, regarding a Beacon at Gallows Bank Trust and the feedback from Councillor Lyle as Representative on the Group.	13
14.	ECCLESIASTICAL REQUEST FOR REFERENCE To consider the request for a reference.	14
15.	THE LINNEY RIVERSIDE PARK To consider and respond regarding the timing of the proposed works.	15
16.	WELCOME COACHES SCHEME To receive a report from the Chamber of Trade regarding the Welcome Coaches Scheme.	16
17.	POPPY APPEAL – DISPLAY OF CERAMIC POPPIES To consider a request for the Town Council to participate in a Poppy Ceremony on the 23 rd October 2018.	17
18.	REPRESENTATIVES ON OUTSIDE BODIES & COMMITTEE CALENDAR <i>Suspend Standing Orders</i>	
a)	To approve Councillor Parry as the second Town Council's Representative on SALC.	18a
b)	To approve alteration of the date of the Full Council meeting from the 31 st December 2018 to 3 rd December 2018. <i>Reinstate Standing Orders</i>	18b
c)	To note that the organisation CPALC no longer exists.	No papers
19.	COMMITTEE RECOMMENDATIONS To consider the recommendations from the Policy & Finance Committee meeting on the 11 th June 2018.	19

20. COMMITTEE & WORKING GROUP MINUTES	
a) To receive the open and closed minutes of the Policy & Finance Committee meeting held on the 16 th April 2018.	20a
b) To receive the minutes of the Representational Committee meeting held on the 16 th May 2018.	20b
c) To receive the minutes of the Services Committee on the 4 th June 2018.	20c
d) To receive the minutes of the Civic Events Working Group on the 7 th June 2018.	20d
e) To receive the minutes of the Staffing & Appeals Committee on the 13 th June 2018.	20e
21. EXCLUSION OF PRESS AND PUBLIC: PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960	
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.	No papers
22. TOWN WALL	
To consider a letter.	22
23. LAND PURCHASE REQUEST	
To consider a request from a resident to purchase a strip of land.	23

M e m b e r s h i p

Councillors Gill (Town Mayor); Sheward (Deputy Mayor); Clarke; Copley; Garner; Ginger; Jones; Lyle; Mahalski; Parry; O'Neill, Paton; Perks; Pote; and Smithers.

**The next Council meeting will be held on the
30th July 2018**