

LUDLOW TOWN COUNCIL

A G E N D A

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

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Despatch date: 13th November 2012

COUNCIL

You are summoned to attend a meeting of Ludlow Town Council to be held at the Guildhall, Mill Street, Ludlow on Monday 19th November 2012 at 7.00pm

Gina Wilding
Acting Town Clerk

Key Agenda Items:

- **Declaration of a Casual Vacancy**
- **Civic Regalia**
- **Ludlow Festival**
- **Budget & Precept 2013/14**

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. **Apologies**
2. **Declarations of Interests**
 - a) Disclosable Pecuniary Interest
 - b) Declaration of conflicts of Interest
 - c) Declarations of personal interest
3. **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.
4. **Response to Questions Raised by the Public at the Previous Meeting** – Oral report from the Acting Town Clerk as required.
5. **Ludlow’s Unitary Councillors Question and Answer Session** – Ludlow’s Unitary Councillors are invited to address any questions to the Council.
6. **Minutes** – To approve as a correct record and sign the minutes of the **COUNCIL MEETINGS** held on **15th OCTOBER 2012**
 - a) Open Session
 - b) Closed Session

ITEM	ATTACHMENT
7. DECLARATION OF A CASUAL VACANCY To note that the Council has a casual vacancy due to the disqualification of Councillor Leyton-Purrier under Section 85 of the Local Government Act 1972 for failing to attend a meeting for a period of 6 months. As this vacancy has occurred within 6 months before the full Council election a by-election shall not be called (S89(3))	No paper
8. SERVICES COMMITTEE a) To receive the draft minutes of the meeting held on the 29 th October 2012 (No discussion) b) To receive the draft closed session minutes of the meeting held on the 29 th October 2012 (No discussion) c) Consider the recommendations from the Services Committee meeting held on the 29 th October 2012	8a 8b 8c
9. REPRESENTATIONAL COMMITTEE To receive the draft minutes of the meeting held on the 24 th October 2012 (No discussion)	9
10. POLICY & FINANCE COMMITTEE a) To receive the draft minutes of the meeting held on the 5 th November 2012 (No discussion)	10a



b)	To receive the draft closed session minutes of the meeting held on the 5 th November 2012 (No discussion)	10b
c)	Consider the recommendations from the Policy and Finance Committee meeting held on the 5 th November 2012	10c
11.	STAFFING AND APPEALS SUB-COMMITTEE	
a)	To receive the closed session minutes of the meeting held on the 10 th October 2012 (No discussion)	11a
b)	To receive the closed session minutes of the meeting held on the 17 th October 2012 (No discussion)	11b
c)	To receive the closed session minutes of the meeting held on the 24 th October 2012 (No discussion)	11c
d)	To receive the closed session minutes of the meeting held on the 25 th October 2012 (No discussion)	11d
e)	To receive the draft closed session minutes of the meeting held on the 6 th November 2012 (No discussion)	11e
f)	To receive the closed session minutes of the meeting held on the 16 th November 2012 (No discussion)	To be tabled
12.	UPDATE FROM COMMITTEE CHAIRMEN	No papers
a)	Policy & Finance Committee – Councillor McCormack	
b)	Services Committee – Councillor Pound	
c)	Representational Committee – Councillor Smithers	
13.	MEMORIAL BOARDS	No papers
	To consider the future display of the WWI & WWII War Memorial Boards from the Old Town Hall, currently stored by the RBL	
14.	TINSEL TUESDAY MARKETS	14
	To consider a further request from the Chamber of Commerce	
15.	CIVIC REGALIA	
a)	To consider suitable display/storage/other options for the redundant Mayor, Deputy Mayor and Councillors robes (robes will be on display during the meeting)	No papers
b)	To consider refurbishment of the Mayor's Chain	15b
c)	To consider recasting the Mayoress' Chain to state Ludlow Town Council	15c
16.	MARKET OFFICER UPDATE	16
	To receive an update on the advertising of the Market Officer vacancy.	
17.	CHRISTMAS PREPARATION	17
	To receive an update on preparations for the Christmas Light Switch-On and Senior Citizens Christmas Party.	
18.	PROPERTY	18
a)	Boxing Club – To note an update	



b)	Buttercross – To note an update	
19.	LUDLOW IN BLOOM	19
	Consider suggested amendments to the Service Level Agreement from Ludlow in Bloom	
20.	LUDLOW FESTIVAL	20
	To consider options in light of the cessation of the Ludlow Festival.	
21.	COMMITTEE MEMBERSHIP	21
	To reconsider the membership of the Staffing and Appeals Sub-Committee	
22.	EXCLUSION OF PRESS AND PUBLIC: PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960	No papers
	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.	
23.	STAFFING & APPEALS SUB-COMMITTEE	To be tabled
	Consider the recommendations from the Staffing and Appeals Sub-Committee meeting held on the 16 th November 2012	
24.	BUDGET & PRECEPT 2013/14	
a)	To consider the recommendations made by the Policy and Finance Committee on the 5 th November 2012	24a
b)	To consider the information provided by Shropshire Council	24b
25.	CEMETERY MATTERS	25
	To consider a report from the Acting Town Clerk	

M e m b e r s h i p

Councillors Pound (Town Mayor); Parry (Deputy Mayor); Aitken; Callender; Davies; Draper; Hunt; McCormack; Newbold; Perks; Phillips; Smithers; Toop; Wilcox

The next Council meeting to will be held on the 4th February 2013