



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: 14th January 2016

EXTRAORDINARY COUNCIL

You are summoned to attend a meeting of Ludlow Town Council to be held at
The Guildhall, Mill Street, Ludlow, on
Wednesday 20th January 2016 at 7.00pm

Gina Wilding
Town Clerk

Key Agenda Items:

- ***Town Plan***
- ***Vision & Corporate Governance***
- ***Her Majesty's 90th Birthday Celebrations***

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 and closed minutes of the **COUNCIL MEETING** held on **MONDAY 9TH NOVEMBER 2015**.
 '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 9th NOVEMBER 2015.

	ITEM	Attachm ent	Page No
8.	MEETING PROTOCOL To consider a report and adopt a meeting protocol in relation to Standing Order 15.	8	31
9.	LIBRARIES AND CUSTOMER SERVICE POINTS To consider the letter from George Candler, Director of Commissioning at Shropshire Council.	9	35
10.	CORE GRANT FUNDING To consider the request for core grant funding 2016/17, from	10	37



Ludlow Concert Band (deferred from 9th November meeting. Constitution requested).

11. POLICY AND FINANCE COMMITTEE		
To consider the recommendations from the Policy and Finance Committee meeting held on 30 th November 2015.	11	51
12. SERVICES COMMITTEE		
To consider the recommendations from the Services Committee meeting held on 23 rd November 2015.	12	57
13. VISION & CORPORATE GOVERNANCE	13	59
To consider the Town Council's vision, aims and objectives and corporate governance the Town Plan 2016-2020.		
14. TOWN PLAN	No papers	
To approve an initial meeting.		
15. 90TH BIRTHDAY CELEBRATIONS FOR HER MAJESTY THE QUEEN		
To consider a report regarding birthday celebrations for Her Majesty the Queen.	15	73
16. BUSES UPDATE		
To receive and note the email from the Strategic & Transport Contract Manager at Shropshire Council.	16	91
17. BUCKINGHAM PALACE GARDEN PARTY – THURSDAY 19TH MAY 2016		
To consider and approve the SALC Policy on Considering invitations to the Buckingham Palace Garden Party and nominate a Councillor to attend.	17	93
18. COMMITTEE & WORKING GROUP MINUTES		
a) To receive the open session draft minutes of the Policy and Finance Committee meeting held on the 30 th November 2015	18a	97
b) To receive the minutes of the Representational Committee meetings held on the 18 th November and 16 th December 2015	18b	103
c) To receive the open and closed minutes of the Services Committee meeting held on the 23 rd November 2015	18c	123
19. 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.

20. TOWN WALLS		
To receive an update.	20	131
21. SERVICES COMMITTEE		
To consider the closed recommendations from the Services Committee meeting held on 23 rd November 2015.	21	145
22. STANDING ORDERS		
To consider a report regarding standing order 24a.	22	147

M e m b e r s h i p

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

**The next Council meeting will be held on the
1st February 2016**