



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,
Mill Street, Ludlow, SY8 1AZ
01584 871970
townclerk@ludlow.gov.uk
Despatch date: 21st April 2016

COUNCIL

You are summoned to attend a meeting of Ludlow Town Council to be held at
The Guildhall, Mill Street, Ludlow, on
Tuesday 26th April 2016 at 7.00pm

Gina Wilding
Town Clerk

Key Agenda Items:

- ***The Guildhall***
- ***Tourism***
- ***Civic Handbook***
- ***Gardening Project***

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 14th MARCH 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 14th MARCH 2016.

ITEM	Attachment	Page No
8. PROJECT & CORE GRANT APPLICATION To consider an application from Ludlow Men's Hockey Club	8	27
9. THE GUILDHALL To consider a report the roof.	9	43
10. LUDLOW IN BLOOM To consider a request regarding resetting paving slabs	10	55



11. GARDENING PROJECT		
To consider a request regarding a garden project to involve residents of the Foyer on council land	11	59
12. LUDLOW FOOD FESTIVAL		
To consider requests regarding the use of council land.	12	61
13. TOURISM		
To note an update on Ludlow Destination Partnership.	13	67
14. LUDLOW CALENDAR OF EVENTS		
To consider the letter from Rotary regarding the Ludlow Dog Day.	14	73
15. INTERPRETATION BOARD		
To consider a request for an interpretation board from the Civic Society.	15	77
16. WIFI IN LUDLOW TOWN CENTRE		
To consider the proposal for WIFI in Ludlow Town Centre.	16	81
17. CIVIC HANDBOOK		
To review and adopt the Civic Handbook.	17	89
18. LETTERS OF THANKS		
To receive the letter of thanks from:-.	18a	97
a) Citizen's Advice Bureau	18b	103
b) Ludlow Town Band		
19. COMMITTEE & WORKING GROUP MINUTES		
a) To receive the open session draft minutes of the Policy and Finance Committee meeting held on the 11 th April 2016.	19a	105
b) To receive the minutes of the Representational Committee meetings held on the 9 th March and 6 th April 2016.	19b	111
c) To receive the open session draft minutes of the Services Committee meeting held on the 4 th April 2016.	19c	131
20. RECOMMENDATIONS		
a) To consider the recommendations from the Policy & Finance Committee meeting held on the 11 th April 2016.	20a	139
b) To consider the recommendations from the Services Committee meeting held on 4 th April 2016.	20b	151
21. 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.

22. CIVIC REGALIA		
To consider deferred item on civic regalia.	22	153
23. BUTTERCROSS SERVICE LEVEL AGREEMENT		
To consider revisions	23	161

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
Wednesday 11th May 2016**