



MINUTES

Minutes of a meeting of the **COUNCIL** held in the Guildhall, Mill Street, Ludlow on **MONDAY 3rd DECEMBER 2018 at 7.00 PM.**

FC/220 PRESENT

Chairman: Councillor Gill

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

Officers: Gina Wilding, Town Clerk
Kate Adams, Deputy Town Clerk
Naomi Brotherton, Senior Admin Assistant

FC/221 HEALTH & SAFETY

The Mayor informed Councillors and members of the public of the fire exits, fire assembly point and asked that everyone sign the attendance log.

FC/222 APOLOGIES

Apologies were received from Councillors Jones and Paton.

FC/223 DECLARATIONS OF INTEREST

Disclosable Pecuniary Interests

None.

Conflicts of Interest

<u>Member</u>	<u>Item</u>	<u>Reason</u>
Cllr Garner	19	Rep for the Ludlow Youth Partnership
Cllr Gill	9a&9b	Resident and business owner
Cllr Ginger	9a&9b	Resident and business owner
Cllr Mahalski	18	Deputy Chair of the Civic Society
Cllr Parry		Ludlow in Bloom
Cllr Perks	16	May impact on outstanding matter
Cllr Smithers	19	On the Ludlow Youth Partnership Committee

Personal Interests

<u>Member</u>	<u>Item</u>	<u>Reason</u>
Cllr Smithers	15	On the Committee for the event
Cllr Pote	9	Chair of Ludlow Town Centre Residents Association
Cllr Lyle	11	Knows the Secretary/Treasurer of the Boxing Club

FC/224 PUBLIC OPEN SESSION (15 minutes)

There were no public present.

FC/225 UNITARY COUNCILLORS SESSION

Councillor Tracey Huffer, Ludlow East – Councillor Huffer updated Council that the Mental Health youth project would be starting on the 6th February 2019, 3pm-7-pm. She thanked the whole Council for their support of the Youth Partnership, and specifically, Councillors Garner, Boddington and Gill for their support of the project adding that funding had all been secured. She highlighted that the Youth Project was a large project and vision for Ludlow and she felt lucky to be involved.

Moving onto the Firework Display at Gallows Bank at the end of October, Councillor Huffer drew Members attention to a small incident which occurred where someone needed sutures. As the Ludlow Minor Injuries Unit had been closed 30 minutes before normal this had meant that the injured party was taken to Hereford A&E, as the only GP for ShropDoc, was on a call at Shrewsbury.

She thanked the Town Council for the Remembrance Service which she felt was fitting. She also went on to thank Councillors Lyle, Paton and Smithers for the Beacon Event later that evening, stating that she had received many compliments about this. In her words, 'it was fantastic and the public comments were that it was memorable'.

Councillor Huffer then briefly touched on the Medieval Fayre and Markets which occurred the last weekend in November. She said that it was 'a brilliant event'.

She then thanked the Mayor for the Motown Evening which had happened over the weekend with the proceeds going to the Ludlow Youth Project.

Councillor Parry, Ludlow South - Councillor Parry raised several issues. The first related to the new parking charges and arrangements by Shropshire Council. She highlighted that the new Resident's Permit Scheme was unworkable for couples who required two vehicles for work and were only allowed one permit to park per household. She explained that the second car owner would need to park elsewhere and this would displace a lot vehicles to other areas, causing congestion.

The second issue was the Christmas light garland which had been on Corve Street for some years. This had been taken down and she asked if it would be replaced.

The Town Clerk confirmed that the original garland had had an unreparable fault. A new banner had been purchased, however, due to staff shortages and health and safety this had as yet not been erected.

Councillor Parry then asked if the lights on Old Street could be replaced as they were looking tatty. The Town Clerk confirmed that this could be looked at for the following year.

Finally Councillor Parry distributed some leaflets on the Dementia Friendly Town programme. She explained that the current Co-ordinator would be moving onto another job and the Dementia Friendly Town Project would become part of the Hands Together Ludlow Scheme.

Councillor Andy Boddington, Ludlow North – Councillor Boddington posed a question through the Chair to Sergeant Knight. He asked why the crime data detection rates had reduced from 2015 where it was published that 12% of crimes had been resolved where there was a guilty or remedy. In 2016 this was 14%, 2017 10% and in the first 6 months of 2018 3%. He asked why the rate was dropping, and accepted that a detailed answer would have to be provided outside of the meeting.

FC/226 OPEN MINUTES – 22nd OCTOBER 2018

RESOLVED (unanimous) TG/CS

That the open Minutes of Full Council on the 22nd October 2018 be approved as a correct record and signed by the Chairman.

FC/227 CLOSED MINUTES – 22nd OCTOBER 2018

RESOLVED (unanimous) TG/CS

That the closed Minutes of Full Council on the 22nd October 2018 be approved as a correct record and signed by the Chairman.

FC/228 ITEMS TO ACTION – 22nd OCTOBER 2018

RESOLVED (13:1:0) TG/CS

That the Items to Action be noted.

FC/229 PRESENTATION FROM POLICE SERGEANT SARAH KNIGHT

The Chair invited Sergeant Sarah Knight to give a presentation on the work of the Police in Ludlow.

Sergeant Knight thanked the Town Council for the opportunity to speak at Council. She informed Council that she had been post for two months and

advised Council that a new Police Inspector was also in post, Nicky Roberts.

The positives were that the Local Safer Neighbourhood Team continued its work to tackle crime and offences in rural areas, as well as Ludlow Town. Operation Vulture had been operating for two months between 3am-7am and was a cross border initiative including South Staffordshire, Powys and West Mercia. In that period 245 vehicles had been stopped in South Shropshire, resulting in 12 arrests and 6 vehicles being seized. £500k street worth of drugs had also been seized.

Other initiatives included VOSA patrolling the A49. More recently a prolific burglar had been charged with several offences. PC Steve Mason had also been running a series of talks on Friends Against Scams. This included scams from door-to-door and technology as there had been an increase. 'Stop that Thief' was also another programme.

Sergeant Knight touched on the anti-social behaviour at the Eco Park which was being addressed. She added that members of the Police were also involved with the Dementia Action Alliance and many officers were trained as dementia friends.

Regarding drugs a couple of addresses had been searched and the properties searched in Ludlow, and had resulted in drugs and cash being recovered and arrests.

Another positive was that more staff were being recruited for West Mercia.

In reply to Councillor Boddington's question regarding crime detection rates Sergeant Knight, she would look into the figures quoted and reply to Councillor Boddington.

Before asking Councillors for comments or questions, the Mayor stated that shop keepers in Ludlow felt that they had to 'put up with it', as nothing was done by the Police, even when evidence was obtained. It was he said, hard on businesses, even if they reported the offence, it impacted on insurance and running costs. In his opinion he stated that this could be deterred by more Police presence in the Town. He added that he was aware of the limited resources available.

Sergeant Knight responded that staff resources were scarce but, as much as possible was being done. She urged Councillors and any businesses owners present to report shop lifting crime, as she said that this could justify an increase in staff in the future.

Councillor Parry highlighted a recent scam incident and asked Sergeant Knight if a group training session could be arranged in February.

Councillor Ginger spoke as a business owner stating that shop keepers felt abandoned and had set up the Shop Watch WhatsApp Group. Shop

keepers he said were effectively policing for shop lifters as they knew there was no Officer presence, which would be a deterrent. He described a theft at his business which occurred on a Saturday at 1.30 pm but an Officer did not respond until the following Tuesday. He added that he even had evidence on CCTV. He spoke of Lloyds Chemist which was targeted regularly, along with other businesses. Councillor Ginger said if this continued, it would result in shops closing.

Councillor Garner asked about property marking, one product known as Smart Water and asked if funding was available. Sergeant Knight confirmed that funding was available and she would provide information.

Councillor Pote spoke in relation to the Ludlow Town Centre Residents Association who's bugbear was 'boy racers', as it was anti-social, noisy, and irritating. He had provided the police with photographs and number plates but the nothing significant had been done. He stated 'these people need to be taken off the roads'.

The Mayor thanked Sergeant Knight for attending adding that the Police were working under difficult circumstances. As a Force they had no resources and in Town areas that were impacted felt that issues were not being addressed. The message being sent out was that crime and shop lifting had to be put up with.

FC/230 IMPACT OF THE NEW PARKING MEASURES

In regard of the increased charges for on-street parking and the loss of the short stay provision at Castle Street car park Members made the following comments:

- Ludlow was being used as a cash cow;
- The detrimental impact had already been felt by shop keepers – trading figures were very low at a time of year that should see peak trading to get them through the leaner times;
- Two of the oldest retail businesses in Ludlow were in the position of having to review their viability, and would have to consider closing down their businesses in the new year.
- Ludlow has a fragile market economy and cannot cope under these draconian parking measures;
- The pricing policy does not work. Putting the cheaper parking outside the town centre penalises the elderly and infirm because Ludlow is on a hill, so they could not walk from the cheaper rate car parks into town;
- It is clear that the paper exercise that looked impressive in Shirehall did not take real Ludlow and its topography into consideration;
- Residents and market traders can purchase a £10 parking books, but this had not been offered to shop keepers who had higher overheads;
- The new parking measures are already deterring visitors/tourists;

With regard to Residents Permits Members stated:

- the Shropshire Council website was not fit for purpose as payments were difficult to make online;
- One permit per household is inadequate and unworkable. Ludlow is a rural town with limited employment opportunities in town and poor transport links. Most families are two income families by necessity – it is improbable that both breadwinners would work at the same place, so how is one parking space going to be sufficient.
- the 200 hours of visitor parking per household was difficult to judge, tradesmen would need to lodge their registration plate and estimate the time at a property, prior to commencing work;
- the scheme is still not robust enough to prevent fraudulent parking permits being obtained

RESOLVED (unanimous) TG/JS

That a Parking Working Group Should be formed to gather empirical evidence from businesses to support the issues that are being raised in preparation for Shropshire Council's six month review.

FC/231 MEMBERSHIP OF THE PARKING WORKING GROUP

RESOLVED (unanimous) TG/CS

That Councillors Gill, Ginger, Parry, Perks, Pote, Smithers form the membership of the Parking Working Group to gather evidence and review the parking arrangements for Ludlow and feedback to Full Council, prior to Shropshire Council's six month review.

FC/232 SUSPEND STANDING ORDERS

RESOLVED (unanimous) TG/GG

To suspend Standing Order 7a to reconsider the decision regarding the loan to the Public Works Loan Board (PWLB).

FC/233 BUDGET

RESOLVED (9:2:2) TG/DL

To amend the terms of the PWLB loan for the preliminary works to Ludlow Town Walls from 5 years to 25 years.

FC/234 RE-INSTATE STANDING ORDERS

RESOLVED (unanimous) TG/CS

That Standing Order 7a be re-instated.

FC/235 LUDLOW BOXING CLUB**RESOLVED (unanimous) TG/CS**

That the letter from the Boxing Club be noted.

FC/236 COMMUNITY LED PLAN (CLP) UPDATE

Councillor Garner presented the update provided in the Agenda papers, confirming that an action plan would begin to be developed for the Town Plan in the New Year. She informed members that the Town Plan Steering Group had received feedback from the public and organisations and had identified 20 volunteers across the community who wished to be involved. She emphasised that this would be a positive Town Plan written by the community and not solely by the Town Council.

FC/237 SUSPEND STANDING ORDERS**RESOLVED (unanimous) TG/CS**

To suspend Standing Order 7a to reconsider Committee and Working Group Membership.

FC/238 COMMITTEE AND WORKING GROUP MEMBERSHIP**RESOLVED (unanimous) TG/GG**

That Councillor Perks become a member of the Staffing & Appeals Committee for 2018-19.

FC/239 RE-INSTATE STANDING ORDERS**RESOLVED (unanimous) TG/CS**

That Standing Order 7a be re-instated.

FC/240 COMMITTEE RECOMMENDATIONS – SERVICE COMMITTEE 8th OCTOBER 2018**S/76 BUDGET WORKING GROUP****RECOMMENDED (unanimous) MC/GG**

To approve the Budget Working Group Recommendation to introduce two lines of additional £460.00 of budgetary expenditure for the Buttercross, as detailed below:

A new budget line of £210.00 for lift services
 A new budget line of £250.00 for Buttercross clock servicing.

S/81 LINNEY RIVERSIDE PARK PLAY EQUIPMENT

RECOMMENDED (unanimous) MC/DL

To approve expenditure to ensure the play equipment is maintained and open for use.

All prices excluding VAT and labour costs {unless stated}:

Teacup	£178.40	{£524.70 – including labour}
Cableway	£929.04	
Carosel Swing	£1,028.00	
Hurricane swing	£130.50	

RESOLVED (12:0:1) MC/GP

That the recommendations from the Services Committee on the 19th November 2018 be approved.

BUDGET WORKING GROUP

To approve the Budget Working Group Recommendation to introduce two lines of additional £460.00 of budgetary expenditure for the Buttercross, as detailed below:

A new budget line of £210.00 for lift services
 A new budget line of £250.00 for Buttercross clock servicing.

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FC/241 COMMITTEE RECOMMENDATIONS – POLICY & FINANCE COMMITTEE 26th NOVEMBER 2018

SUPPORTING INFORMED AND RESILIENT COMMUNITIES

RECOMMENDED (Unanimous) AC/CS

To approve the draft letter expressing the detrimental impact on community resilience that will be caused by the loss of the services provided by the Community Enablement Team and further concerns regarding the loss of the connection to Shirehall, the portfolio holders and senior staff, if the Local Joint Committee meetings cease.

POLICY REVIEW

RECOMMENDED (Unanimous) GG/AC

To approve adoption of the revised draft out of Hours Policy

RESOLVED (unanimous) AC/TG

That the recommendations from the Policy & Finance Committee on the 26th November 2018 be approved, subject to the typographically error in the letter being rectified;

SUPPORTING INFORMED AND RESILIENT COMMUNITIES

To approve the draft letter expressing the detrimental impact on community resilience that will be caused by the loss of the services provided by the Community Enablement Team and further concerns regarding the loss of the connection to Shirehall, the portfolio holders and senior staff, if the Local Joint Committee meetings cease.

POLICY REVIEW

To approve adoption of the revised draft out of Hours Policy

FC/242 COMMITTEE RECOMMENDATIONS – POLICY & FINANCE COMMITTEE 11th JUNE 2018

PF/19 LOCAL GOVERNMENT INVESTMENTS

RECOMMENDED (Unanimous) GP/TG

- i) To invest £150K from reserves into the CCLA Public Sector Deposit Fund.*
- ii) To research alternative investment(s) up to £50k to be brought back to future meeting.*

RESOLVED (unanimous) AC/TG

That the recommendations from the Policy & Finance Committee on the 11th June 2018 be approved;

LOCAL GOVERNMENT INVESTMENTS

- i) To invest £150K from reserves into the CCLA Public Sector Deposit Fund.
- ii) To research alternative investment(s) up to £50k to be brought back to future meeting.

FC/243 COMMITTEE AND WORKING GROUP MINUTES

Policy & Finance Committee 15th October 2018

RESOLVED (unanimous) AC/TG

That the minutes from the Policy & Finance Committee held on 15th October 2018 be received.

FC/243 Services Committee 15th November 2018

RESOLVED (unanimous) MC/GP

That the minutes from the Services Committee held on 15th November 2018 be received.

FC/244 Representational Committee 17th October and 14th November 2018

RESOLVED (unanimous) GG/CS

That the minutes from the Representational Committee held on 17th October and 14th November 2018 be received.

FC/245 EXTERNAL AUDITOR REPORT AND COMPLETION CERTIFICATE

RESOLVED (unanimous) TG/CS

That the External Auditor Report and Completion Certificate for 2017 / 2018 be adopted.

FC/246 EXCLUSION OF PRESS AND PUBLIC: PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

The Chairman moved 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.

RESOLVED (unanimous) TG/CS

That the public be excluded and the meeting continue in closed session.

The meeting closed at 8.32 pm

Town Mayor

Date

NB Closed session minutes will be issued.

CLOSED SESSION MINUTES

Closed Session minutes of a meeting of the **COUNCIL** held in the Guildhall, Mill Street, Ludlow on **MONDAY 3rd DECEMBER 2018** at **7:00pm**

FC/247 **CCTV**

RESOLVED (unanimous) **GG/DL**

When the following two condition had been meet in full:-

- £12,440.00 match funding had been obtained from the Police Crime Commissioner (PCC)
- Permission for use of the siting point for the wireless hardware had been obtained

Then the bid Phase 1 bid from ORP for a wireless system be approved. The cost of the contract would become publicly available after the contract has been awarded.

FC/248 **RESOLVED** (unanimous) **TG/GG**

Subject to meeting the two conditions in FC/247, to approve the funding proposal consisting of funds from Ludlow Town Council contingency funds, PCC match funding, Ludlow Civic Society, Ludlow Chamber of Trade and Commerce, Ludlow Town Residents Association, the Police Fund, and donations from three Ludlow shopkeepers.

FC/249 **RESOLVED** (unanimous) **TG/GG**

To approve a CCTV budget code: 111/4604 for £7,500.00 in 2019/20.

FC/250 **LUDLOW YOUTH PARTNERSHIP – INSURANCE**

RESOLVED (unanimous) **GG/GP**

That the Town Council pay the insurance for the Ludlow Youth Partnership Project for one year at a cost of £344.74.

The meeting closed at 8.32pm

Town Mayor

Date