



MINUTES

Minutes of a meeting of the **COUNCIL** held in the Guildhall, Mill Street, Ludlow on **MONDAY 9th NOVEMBER 2015** at 7.00 PM.

FC/156 PRESENT

Chairman: Councillor Draper, Mayor

Councillors: Clarke; Cobley; Gill; Ginger; R Jones; Lyle; Perks; Sheward; and Smithers.

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

Also in attendance: Canon Jeffry Wilcox

FC/157 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/158 APOLOGIES

Apologies were received from Councillors M Jones, Kemp, J Newbold, S Newbold and Parry.

FC/159 DECLARATIONS OF INTEREST

Disclosable Pecuniary Interests

Cllr Gill & Cllr Ginger business rates business owners

Conflicts of Interest

<u>Member</u>	<u>Item</u>	<u>Reason</u>
A. Cobley	8	Involved with the SLA with SSHA
	9d	Involved with Friends of Ludlow Arts Festival which gives funding to the Fringe Festival
	9e	Friends of Ludlow Assembly Rooms
	9f	Worked for Ludlow College and wife works for Herefordshire College
	12	Friends of Ludlow Hospital
	14	Library & Customer Service point at Craven Arms Community Centre
	16	SSYF – General Manager at Rockspring is SSYF

	13a&b	Treasurer
P. Draper	13	Is a business rates payer
R. Gill	13	Is a business rates payer
G. Ginger	13	Is a business rates payer
D. Lyle	9c	Member of Ludlow 21 Board working with Homestart
G. Perks	6	Involved with Pride of Place and Narberth
	10	Budget expenditure in relation to Pride of Place
J. Smithers	16	LTC Representative on SSYF and Member of the Partnership and Treasurer

Personal Interests

P. Draper	9b	Town Band plays at civic events
	9c	Homestart Mayor's Charity for 2014-15
	12	League of Friends of Ludlow Hospital, Mayor's Charity 2015-16
G.Perks	6	FC/152 – Active Member of the War Memorial Fund
	9d	Supports the Fringe Festival
	9e	Volunteers at the Assembly Rooms through projects

FC/160 PUBLIC OPEN SESSION (15 minutes)

Ms Marilyn Gaunt, Shropshire Defend Our NHS – Ms Gaunt explained that the Group would like to establish what cuts would happen, and also the current financial position, as the Turnaround Team led by the NHS and CCG were in deficit. She advised Council that as a rural county with a high elderly population less money per head was allocated, despite costs for the elderly being higher. Now that the task of reviewing the services in Shropshire was being carried out by an external company it was likely that more cuts would be made and it had intimated that decisions would be made by early December 2015. Ms Gaunt drew attention to the Notes on Rurality which showed why Shropshire should have more money per head. She requested that the Town Council arrange another public meeting to alert the public to the seriousness of the situation.

Mrs Joyce Brand – College Street, Ludlow – Mrs Brand reported that she had written to Jan Ditheridge at the CCG and that her response had been circulated to Council and this response, had been more than disappointing. She stated that in her letter to Ms Ditheridge, she had asked how secure the future of Ludlow Hospital was and expressed concern that the actions of the NHS Trust might result in a slow but sure closure of the hospital.

Mrs Brand went on to say that 69 beds in Shrewsbury Hospital were blocked as result of patients not being transferred to community hospitals, including Ludlow Hospital for local care. Financially Ludlow was a third of a cost of a bed in an acute hospital; and that the criteria for patients to be transferred to Ludlow Hospital had changed with Shropshire Council expected to pick up the tab. Mrs Brand stated that in her personal opinion this new criteria was questionable

and had come as a result from the Community Trust due to residents making a fuss about hospital services.

She explained however that if patients were not moved from A&E then the process ground to a halt and patients had to go to hospitals even further away.

Mrs Brand reminded Council that at the public meeting there was a great deal of anger over the management and treatment of the hospital as residents felt that it was a mismanagement of public money. The Hospital currently needed urgent repairs due to water damage to the roof and this was not being addressed. She urged the Town Council to take action as she said in her opinion that Shropshire Council could not protect the hospital as they did not have the means or motive to do so.

Councillor Perks stated that he supported the Hospital and that he felt that issues had not been resolved from ten years ago.

Councillor Gill commented that Ludlow Hospital was being run down and that he had no confidence in Shropshire Council or the MP in defending the hospital.

FC/161 UNITARY COUNCILLORS SESSION

Apologies had been received from Councillors Huffer, Boddington and Parry.

FC/162 MINUTES – 28th SEPTEMBER 2015

RESOLVED (unanimous) TG/CS

That subject to Councillors J Newbold and S Newbold being added to the apologies, the open and closed session minutes of the Council meeting held on the 28th September 2015, be approved as a correct record and signed by the Chairman.

FC/163 ITEMS TO ACTION – 28th SEPTEMBER 2015

The Mayor thanked the staff for producing the Items to Action list.

Following a question from Councillor Ginger the Town Clerk replied that the digital banking system needed to be set up and this would take more time than was currently available.

RESOLVED (unanimous) PD/GG

That the Items to Action from the meetings held on the 28th September 2015 be noted.

FC/164 LUDLOW FOYER

The Town Clerk stated that pre-application meetings with Shropshire Council had led to changes to drawings and the architects needed time to amend the

drawings so the presentation would now be made either at the Representational Committee on the 18th November 2015; or at Policy & Finance Committee on 30th November 2015.

FC/165 CORE GRANT FUNDING

Ludlow Football Stadium

The Town Clerk explained that this item had been deferred from the last meeting as Members had requested sight of the Football Stadium's minutes to establish the structure of the organisation.

Members felt that more clarity was required regarding the current management structure; and requested further information regarding funding given by SSDC eleven years ago.

RESOLVED (unanimous) GP/GG

That:-

- i) the issue of additional funding be revisited in 6 months; and
- ii) the Ludlow Football Stadium be invited to do a presentation at that time;

FC/166 LUDLOW CONCERT BAND

Councillor Ginger pointed out that the Ludlow Concert Band had not provided a copy of its constitution.

RESOLVED (unanimous) GG/TG

That:-

- i) the matter be deferred to the February Council meeting;
- ii) a copy of the Ludlow Concert Band Constitution is requested.

FC/167 LUDLOW HOMESTART

RESOLVED (8:1:1) TG/CS

That a core grant of £500 be awarded to Ludlow Homestart.

FC/168 REPORT FROM LUDLOW FRINGE FESTIVAL

Members were shown a short five minute film of the 2015 festival. Director of the Fringe festival, Ms Bigsby answered members questions regarding the written information they had received with their agenda and explained that funding was also being sought from the Rural Development Fund.

FC/169 REPORT FROM LUDLOW ASSEMBLY ROOMS

Members received a presentation from Helen Hughes, Ludlow Assembly Rooms Volunteer CEO regarding attendance figures and income; the value of Ludlow Town Council's support and its importance regarding accessing other streams of funding; and the proposed capital works to the Assembly Rooms. She also highlighted the work of the volunteers which without it would be impossible to run the Assembly Rooms. Helen informed members that the Assembly Rooms were also in the process of applying for capital grants to upgrade heating and lighting. Tony Blench and Tom Evans, Treasurer also attended the meeting.

FC/170 LUDLOW COLLEGE

Members noted the letter from Ludlow College and the prize winners for 2015.

FC/171 REPORT FROM CITIZEN'S ADVICE BUREAU

Members noted the report from the Citizens Advice Bureau.

FC/172 RECOMMENDATIONS FROM THE POLICY & FINANCE COMMITTEE 26TH OCTOBER 2015**PF/58 POLICIES****a) Protocol on Communications****RECOMMENDED (Unanimous) AC/GG**

That the Protocol on Communications is adopted.

PF/59 b) Protocol on Bullying and Harrassment**RECOMMENDED (5:1:0) AC/PD**

To adopt the Protocol on Bullying and Harassment

PF/64 Budget Working Group Recommendations

Members considered the recommendations of the Budget Working Group

Recipient	Current £	Suggested £	Reduction £
CAB	3000	1000	2000
Vision Project	9000	3000	6000
Homestart	1000	0	1000
Project Support	2000	1000	1000
Crucial crew	413	200	213
Youth festival	500	500	0
Youth forum	1000	1000	0
Shropshire AONB	50	50	0
Temе Wiers	300	300	0
Ludlow College	30	30	0
Friends of Whitcliffe	500	500	0
Ludlow Concert band	500	500	0
Ludlow fringe	2000	2000	0

Town walls trust	2000	450	1550
Ludlow Stadium	500	500	0
Pride of Place	300	150	150
LAR	15000	15000	0
LIB	2500	2500	0
	40,593	28,680	11,913

• Please note **Project Support Grant** recommendation will be considered by Representational Committee on 18th November 2015. The figure is only included for information

• Please note that some core funding has been awarded with **Service Level Agreements** and a twelve month notice period prior to any changes. Members cannot reduce funding this year, but can consider if a notice period should be initiated for reductions in the next financial year.

RECOMMENDED (Unanimous) GG/AC

To implement a policy that core grant funding is considered annually upon receipt of application in July and August to enable inclusion in the budget setting process. Where applicable, organisations should provide comprehensive feedback on funding previously received should be presented to Council.

RECOMMENDED (Unanimous) AC/PD

- i) At the organisation's request, no grant is made to Pride of Place
- ii) Due to no substantiated evidence of need, no grant is awarded to the Town Walls Trust,
- iii) A grant of up to £600 will be considered upon request from Homestart.

Recipient	Current £	Suggested £	Reduction £
CAB	3000	1000	2000
Vision Project	9000	3000	6000
Homestart	1000	600	400
Project Support	2000	1000	1000
Crucial crew	413	200	213
Youth festival	500	500	0
Youth forum	1000	1000	0
Shropshire AONB	50	50	0
Tempe Wiers	300	300	0
Ludlow College	30	30	0
Friends of Whitcliffe	500	500	0
Ludlow Concert band	500	500	0
Ludlow fringe	2000	2000	0
Town walls trust	2000	0	2000
Ludlow Stadium	500	500	0
Pride of Place	300	0	300
LAR	15000	15000	0
LIB	2500	2500	0
TOTAL	40,593	28,680	11,913

Councillor Perks advised Members that he had asked for clarity on PF/58 which he felt was not clear and whether information could be circulated to Members directly rather than going through the Town Clerk.

The Town Clerk replied that information for circulation should be sent to her or she should be copied in, so that she was in the loop and not excluded.

RESOLVED (unanimous) AC/PD

That the recommendations from the Policy & Finance Committee held on the 26th October 2015 be adopted:-

POLICIES**a) Protocol on Communications**

That the Protocol on Communications is adopted.

b) Protocol on Bullying and Harrassment

To adopt the Protocol on Bullying and Harassment

c) Core Grants

i) To approve the core grants as listed below:

Recipient	Current £	Agreed £	Reduction £
CAB	3000	1000	2000
Vision Project	9000	3000	6000
Homestart	1000	500	500
Crucial crew	413	200	213
Youth festival	500	500	0
Youth forum	1000	1000	0
Shropshire AONB	50	50	0
Teme Wiers	300	300	0
Ludlow College	30	30	0
Friends of Whitcliffe	500	500	0
Ludlow Concert band	500	500	0
Ludlow fringe	2000	2000	0
Town walls trust	2000	450	1550
Ludlow Stadium	500	500	0
Pride of Place	300	0	300
LAR	15000	15000	0
LIB	2500	2500	0

- ii) To implement a policy that core grant funding is considered annually upon receipt of application in July and August to enable inclusion in the budget setting process. Where applicable, organisations should provide comprehensive feedback on funding previously received should be presented to Council.
- iii) At the organisation's request, no grant is made to Pride of Place.
- iv) Due to no substantiated evidence of need, no grant is awarded to the Town Walls Trust.
- v) A grant of up to £600 will be considered upon request from Homestart.

FC/173 SUSPEND STANDING ORDERS**RESOLVED (unanimous) PD/GG**

That Standing Order 11a be suspended in order to reconsider the item regarding Committee Membership.

FC/174 COMMITTEE AND WORKING GROUP MEMBERSHIP**RESOLVED (unanimous)PD/GG**

That:-

- i) Councillor M Clarke becomes a member of the Representational Committee;
- ii) Councillor G Ginger becomes a Member of the Budget Working Group.

FC/175 RE-INSTATE STANDING ORDERS**RESOLVED (unanimous) PD/AC**

That Standing Order 11a be re-instated.

FC/176 LUDLOW HOSPITAL AND FUTURE FIT**RESOLVED (9:0:1) PD/GP**

That:-

- i) The Town Clerk write on behalf of Council to Shropshire Council, the NHS Trust and CCG to express concerns regarding current and future provision of beds at Ludlow Hospital;
- ii) The Town Clerk write on behalf of Council to Shropshire Council, the NHS Trust to express concerns regarding provision of A&E and acute care in Shropshire;
- iii) Issues of rural premium are specified in both letters;
- iv) A public meeting is arranged within the next three weeks, or as practicable, and chaired by the Mayor.

FC/177 BUSINESS RATES

The Mayor highlighted the Chancellors Business Rate announcement that principle council's would be able to retain a proportion of business rates.

Councillor Ginger pointed out that in the papers provided from Shropshire Council the Leader of the Council, in his opinion made it clear that any business rates not retained by Central Government would be retained by Shropshire Council and not passed down to Parish and Town councils.

8.30 pm Councillor Ginger and Gill left the meeting.

Councillor Perks stated that he wished to know if Shropshire Council had a defined budget for each larger town.

RESOLVED (7:0:1) GP/JS

That:-

- i) The Town Clerk to write to Ludlow's MP to request that public facilities such as public toilets are exempted from the business rates scheme;
- ii) The Town Clerk write to Ludlow's MP to state the case for allocation of local business in the local community;
- iii) The letters are copied to the Chamber of Trade.

8.40 pm Councillor Ginger and Gill returned to the meeting.

FC/178 LIBRARIES AND CUSTOMER SERVICE POINTS

Members discussed the report and papers from Shropshire Council regarding the recent decision made by Shropshire Council's cabinet for changes to library services and customer services.

The Town Clerk mentioned that a meeting had been proposed by Oswestry Town Council to enable larger town councils to discuss ways forward and joint working.

RESOLVED (unanimous) GG/JS

That:-

- i) The reports and adopted recommendations from Shropshire Council be noted;
- ii) The Town Clerk write to Shropshire Council to state the importance of an effective library service and customer service communication for all members of the community, and specially the most vulnerable in the rural community such as Ludlow; and to ask for further information regarding the implications for the library and customer services in Ludlow in the next six months and two years;
- iii) A meeting with larger town councils meeting to discuss ways forward and proposals for joint working is supported.

FC/179 TRANSPORT – LOCAL BUS SERVICES

Members discussed the response from Shropshire Council regarding the Town Bus Services.

RESOLVED (unanimous) TG/RJ

That:-

- i) The Town Clerk write to Shropshire Council to thank the Northern Area Officer for his response even though the response is disheartening because it does not address the views of the Town Council or local views;

- ii) To establish if there is a Transport Officer for the Southern Area of Shropshire;
- iii) The issue of buses be discussed at the next In and Out of Ludlow Forum.

FC/180 YOUTH COMMISSIONING

RESOLVED (unanimous) PD/RJ

That the letter from Shropshire Council and forthcoming meeting be noted.

FC/181 FUTURE FUNDING OUTLOOK FOR COUNCILS

The Town Clerk explained that Shropshire Council's Big Conversation consultation would be released and the first stage running up until 9th December would be discussed at the Policy and Finance Committee.

RESOLVED (8:1:1) RJ/TG

That the letter from Shropshire Council be noted.

FC/182 POLICY & FINANCE COMMITTEE – MINUTES 26TH OCTOBER 2015

RESOLVED (9:0:1) AC/TG

That the minutes of the Policy & Finance Committee of the 26th October 2015 be received.

FC/183 REPRESENTATIONAL COMMITTEE – MINUTES 23RD SEPTEMBER AND 21ST OCTOBER 2015

RESOLVED (9:0:1) GG/CS

That the minutes of the Representational Committee meetings held on the 23rd September and 21st October 2015, be received.

FC/184 SERVICES COMMITTEE – MINUTES 19TH OCTOBER 2015

RESOLVED (unanimous) RJ/GG

That the minutes of the Services Committee meeting held on the 19th October 2015, be received.

FC/185 BUDGET WORKING GROUP – MINUTES 16TH OCTOBER 2015

RESOLVED (unanimous) PD/AC

That the minutes of the Budget Working Group held on the 16th October 2015, be received.

FC/186 **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) PD/GG

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

The meeting closed at 9.12pm

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 9th NOVEMBER 2015** at 7:00PM

FC/187 **CIVIC REGALIA**

RESOLVED (unanimous) PD/RJ

That the matter be deferred until the next Council meeting on the 1st February 2016.

FC/188 **EXTENSION OF THE MEETING**

RESOLVED (unanimous) PD/GP

That the meeting be extended for a further 30 minutes.

FC/189 **PROPERTY UPDATE**

RESOLVED (unanimous) GP/AC

That:-

- i) The quotation from Hook Mason, Conservation Architects is accepted;
- ii) The Town Clerk has delegated authority to liaise with the conservation architect and Historic England to create a specification for improvements and repairs;
- iii) The initial claim lodged with the Town Council's insurers is noted, and that further quotations and information will be supplied when available;
- iv) Members support the Town Clerk in a business continuity disaster recovery plan;
- v) A review of the suitability of the Guildhall for Town Council offices is undertaken when practicable;

The meeting closed at 9.12pm

Town Mayor

Date

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