



MINUTES

Minutes of a meeting of the **COUNCIL** held in the Guildhall, Mill Street, Ludlow on **MONDAY 14th MARCH 2016** at 7.00 PM.

FC/248 PRESENT

Chairman: Councillor Draper, Mayor

Councillors: Clarke; Cobley (7:05 pm); Gill; Ginger; M Jones; R Jones; Lyle; J Newbold; Parry; Perks; Sheward; and Smithers.

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

FC/249 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/250 APOLOGIES

Apologies were received from Councillors Kemp and S Newbold.

FC/251 DECLARATIONS OF INTEREST

Disclosable Pecuniary Interests

<u>Member</u>	<u>Item</u>	<u>Reason</u>
T. Gill	16	Pays business rates.

Conflicts of Interest

<u>Member</u>	<u>Item</u>	<u>Reason</u>
P. Draper	16	Is a business rates payer
T. Gill	11	Is a business owner in Ludlow
	17	Supports the Rugby Club
G. Ginger	11	Is a business owner in Ludlow
	16	Is a business rates payer
	17	Has supported the Rugby Club in the past
V. Parry		Chair Ludlow in Bloom
G. Perks	9	Board member of South Shropshire Furniture Scheme (SSFS) that works with Homestart

12	SSFS undertakes grass cutting contracts and sub-contracts and Pride of Place works with SC staff monthly litter picking
21b	Board member of SSFS

Personal Interests

<u>Member</u>	<u>Item</u>	<u>Reason</u>
A. Cobley	9a	Works for SSFS
	9b	Granddaughter pupil at Infant School
	11	Member of the Ramblers Association and Walking Association
	12	SSFS associated with Housing Association and Wrekin Housing Association
P. Draper		Recipient of a pension
	14	Community Centre, Craven Arms has a library and customer service point
	21b	SSFS contributed funding to playscheme
G. Ginger	8	League of Friends – Mayor's Charity 2015/16
	9 & 20	Mayor's Charity 2014/15
D. Lyle	24	Shop undertakes work.
V. Parry	9	Knows both applicants.
	17	Knows the representative from the Rugby Club
G. Perks	24	Engraves LIB cups
	8	GP mentioned on page 43 of the document
	11	Brought the original request to Council
	14	Library Craven Arms has links with SSFS
	16	Assists local businesses and business rates payers
C. Sheward	17	Son used to be an active member. Venue been used for family christenings.
	24	Wife shops there regularly
	12	Recipient of a pension.

FC/252 PUBLIC OPEN SESSION (15 minutes)

Gill George, Corve Street – Defend our NHS – Ms George informed Full Council that at a recent Clinical Commissioning Group (CCG) Meeting she had requested information regarding proposed reductions to community hospital beds countrywide. She explained that Shropshire had identified a £8 million being spent on community services compared to peers, however this did not take into account comparative information such as age, population size etc.

Ms George advised Council that the CCG need to make savings of £19 million next year with £9.6 million still yet to be identified. This would most certainly impinge on community services which was being re-designed under a new project. She stressed that community services in Ludlow were still under threat and also the surrounding area it serviced. She informed Council that the current hospital buildings were owned by a PropCo and had been repeatedly told that the

new lease was in the process of being signed but this had been postponed many times, with no explanation as to the delay.

She went on to say that Ludlow was singled out for bed cuts last year and that there was a strong sense that Bridgnorth was being developed in preference to Ludlow, and it seemed that Urgent Care Centres in Ludlow or anywhere else, looked less and less likely as funds were no longer available. Ultrasound appointments had been delayed, despite the League of Friends of Ludlow Hospital purchasing the necessary equipment which as yet remained unused.

Turning to Shropdoc Ms George expressed her concern that the service could be terminated.

She stressed that this was a very difficult situation at the moment and local healthcare services were likely to become sparse. She urged Members to contact the CCG asking them to be more inclusive, or to organise a further public meeting, a meeting with local GP's, the CCG, and the NHS Trust to establish what the future position would be.

Andy Wright – Ludlow Rugby Club – Mr Wright explained to Members that when the Rugby Club House was built an inadequate water supply was installed. Initially this was not an issue but if more than two teams were playing there was inadequate water for showers. The Rugby Club was requesting that a larger water pipe was installed from the Linney Riverside Park toilet block, across the Linney to the Rugby Clubhouse, causing minimal disruption. He stated that the option of going along the road was more expensive and more disruptive.

He informed Council that the club was growing and becoming a larger part of the community, holding matches for members with disabilities, being used for parking during festivals, and was being used for the Town Bands rehearsal room.

He stated that the Rugby Club had not, until this point, approached the Town Council for anything and was aware that they had supported other sporting groups, such as the Boxing Club and Ludlow Football Stadium and hoped the Town Council would look favourably on the request.

Lottie James – Friends of Ludlow Museum – Ms James thanked the Town Council for their support with the Museum and for the opportunity to meet the Leader of Shropshire Council. She requested that once an opening date had been agreed the Friends would like to fund a banner advertising the date and opening at no cost to the Town Council.

FC/253 UNITARY COUNCILLORS SESSION

Apologies had been received from Councillor Boddington.

Councillor V Parry, Ludlow South - Councillor Parry informed Council that Shropshire Council had been identified as the best in the country for its working permit scheme.

Turning to the current waste contractor, Ringway, Councillor Parry highlighted that their contract was due to cease in 2018.

Councillor Parry reported that during the work to the building on Temeside being demolished, which involved gas works, residents had all received letters.

FC/254 MINUTES – 1st FEBRUARY 2016

RESOLVED (unanimous) GP/MC

That the open session minutes of the Council meeting held on the 1st February 2016, be approved as a correct record and signed by the Chairman.

FC/255 ITEMS TO ACTION – 1st FEBRUARY 2016

The Mayor thanked the staff for their ongoing work to undertake the Items to Action.

RESOLVED (unanimous) PD/CS

That the Items to Action be noted.

FC/256 SHROPDOC & FUTURE FIT

RESOLVED (unanimous) GP/TG

That:-

- i) The Town Council proactively supports the provision of healthcare to meet the needs of the residents of Ludlow and surrounding parishes;
- ii) Clarification is sought from the NHS Trust regarding new services at Bridgnorth Hospital and plans for service development at Ludlow Hospital;
- iii) A meeting be organised and representatives from the CCG and NHS Trust are invited;
- iv) The status of the lease from PropCo is clarified with the NHS Trust;
- v) The MP is written to and asked:
 - For a statement and his views regarding the status of Ludlow Hospital in comparison to Bridgnorth Hospital;
 - The position of Ludlow Hospital within the Future Fit programme and consultations;
 - The future of Shropdoc OOH service.
- vi) A representative of CCG be invited to the Annual Town Residents Meeting on the 25th April.

FC/257 APPLICATIONS FOR FUNDING FROM ORGANISATIONS FOR HM QUEEN'S 90TH BIRTHDAY

Councillor Gill stated that although he supported Ludlow Infant School's application he had concerns regarding the balloons, which generally are not biodegradable and would therefore cause litter.

RESOLVED (11:0:2) GP/AC

That :-

- i) The application from Homestart for £300 be approved;
- ii) The application from Ludlow Infant and Nursery School for £150 be approved. Concerns regarding the environmental impact of the spent balloons are raised for the school to address.

FC/258 SEMINARS AND DELEGATIONS**Delegates from China 23rd April and 1st May 2016**

The Mayor explained that the proposed visit was a follow up from 2006, many of the students were architects and would be looking at Ludlow in terms of community, town design and architecture.

RESOLVED (unanimous) GP/JS

- i) That the delegates from China are welcomed by the Town Council;
- ii) That feedback from the visits is requested from the organiser;
- iii) Ludlow town tours are provided for the delegates; and funding is provided from the Annual Project Support Grant 2016/17.
- iv) Ludlow Chamber is asked to contribute towards the cost of the Town Tours.

FC/259 NABMA MARKET SEMINAR

The Town Clerk confirmed that the seminar was likely to take place in late June or early July 2016.

RESOLVED (unanimous) GP/TG

- i) That the proposed NABMA Market Seminar in late June/early July is supported;
- ii) That representatives of Ludlow Branch of the National Market Traders Federation are invited to attend;

FC/260 WALKERS ARE WELCOME**RESOLVED (unanimous) GP/TG**

That:-

- i) Ludlow Town Council endorses Walkers are Welcome for the benefit of tourism, local people and businesses;
- ii) Ludlow Town Council approves £40 registration payment from the 2015/16 Annual Project Support Grant budget;
- iii) That the parishes of Ludford and Bromfield are approached regarding the initiative.

FC/261 SHROPSHIRE COUNCIL FINANCE

Members discussed the report and serious implications to the Town Council in light of Shropshire Council's budget cuts.

Councillor Sheward commented that Shropshire Council's process was revolutionary and the responsibility of taking on services needed to be discussed.

The Town Clerk agreed that there were many significant implications and the matter would be brought back to Full Council at regular intervals.

RESOLVED (unanimous) GP/JS

That:-

- i) A meeting of the budget working group is scheduled to consider priorities, strategy and an initial timetable of meetings in the light of proposed closure of leisure centres, museums, libraries, reducing bus subsidies, reducing frequency of street cleaning, grass cutting and reducing the Community Enablement Team which support local communities, clerks, members and Town and Parish Councils;
- ii) To note the outline information regarding the Ludlow Library, Customer Service Points and Museum Resource Centre and that a meeting with Area Commissioner Chris Edwards and Leisure and Culture Portfolio Holder Cllr Stuart West will take place in April;
- iii) Communication regarding the implications and resolutions for Ludlow begin immediately with Shropshire Council;
- iv) To note the meeting of the Town Plan Working Group on Friday 11 March 2016 and that further meetings and consultation events will be advised;
- v) Initial steps are taken to begin the process of designing a Neighbourhood Plan.

FC/262 COMMUNITY PHARMACIES

Councillor Parry suggested that the pharmacies should be contacted and asked how many home deliveries they made, and that the pharmacies were as busy as the GP's surgeries, now that systems were computerised and emphasised that rural areas were yet again going to suffer because of cuts.

RESOLVED (unanimous) JS/GP

That:-

- i) The local pharmacies are contacted for information regarding their delivery services; and pharmacies, GP surgeries and dentists are asked for their feedback to the proposed cuts and the impact it will have on them;
- ii) The local pharmacies are invited to a future committee meeting;
- iii) A letter of concern is written to the MP.

FC/263 LIBRARIES AND CUSTOMER SERVICE POINTS

Councillor Parry reported that the Town Council had requested that the infrastructure problems be expedited, but nothing had been improved. She had approached Shropshire Council regarding the problems with the main doors and had been told that they were now open permanently during opening hours and could not be altered. This had resulted in staff at the library and customer services being sat in a draught over the winter period.

RESOLVED (12:0:1) PD/GP

That:-

- i) The letter from Friends of Ludlow Museum is received with thanks;
- ii) Friends of Ludlow Museum request for a banner at the Buttercross, at no cost to the Town Council, be approved subject to approval from Historic England;
- iii) Options regarding Shropshire Council Customer Service Point be discussed at the meeting with the Area Commissioner and Leisure and Culture Portfolio Holder at the meeting in the April.

FC/264 LUDLOW REGISTRARS SERVICES

The Mayor conveyed feedback received from Wem Town Council who were unhappy with the changes to local registrars services in Wem.

Councillor Parry voiced her dismay at the current provision for weddings in Ludlow, stating that the room at the Resource Centre was windowless and unsuitable. Councillor Sheward added that there was no private area for distressed relatives, registering a death.

Councillor Ginger stated that Town Council had responded to the recent information from Shropshire Council on Registrar Services, but Shropshire Council had not listened.

RESOLVED (unanimous) TG/GP

That:-

- i) The unsuitable room for registrar ceremonies and the lack of private space when registering deaths, be discussed at the meeting with the Area Commissioner and Leisure and Culture Portfolio Holder at the
- ii) The Leader of Shropshire Council, Councillor Malcolm Pate is provided with copies of all previously correspondence regarding Ludlow Registrar Services.

FC/265 BUSINESS RATES

Councillor Ginger commented that as a business owner in Ludlow, Central Government had recently removed the reduction for single shop keepers, resulting in an overnight increase of 30%.

Councillor Perks explained that business rates was calculated by shop frontage therefore if a business owner had a large wide frontage they would pay more business rates, as opposed to a small narrow fronted shop which then extended back into several rooms.

RESOLVED (unanimous) GP/JS

That a letter of concern be sent to the MP regarding the loss of single shop business rates rebate.

FC/266 DRAINAGE WORK/REPLACEMENT OF WATER PIPE- LUDLOW RUGBY CLUB

Members discussed the request and voiced their concerns regarding disruption to family activities at the Linney Riverside Park.

RESOLVED (unanimous) GP/RJ

That:-

- i) A copy of the email from the Environment Agency should be forwarded to the Rugby Club;
- ii) Further information including detailed plans, the proposed start date for the work, duration of the works to be sought from the Rugby Club.
- iii) The work should be cost neutral to the Town Council;
- iv) The views of Friends of the Linney and other users be sought;
- v) The item is brought back to a future Council meeting.

FC/267 SUSPEND STANDING ORDERS

RESOLVED (unanimous) PD/RJ

That Standing Order 11a be suspended in order to reconsider Membership of the Staffing & Appeals Committee.

FC/268 MEMBERSHIP OF STAFFING & APPEALS COMMITTEE

Councillor Gill proposed Councillor Ginger. This was seconded by Councillor Jones.

Councillor Draper proposed Councillor Cobley. This was seconded by Councillor Jones.

RESOLVED (12:0:1)

That Councillors Cobley and Ginger become members of the Staffing & Appeals Committee.

FC/269 RE-INSTATE STANDING ORDERS

RESOLVED (unanimous) PD/DL

That Standing Order 11a be re-instated.

FC/270 ELECTION RE-CHARGES

RESOLVED (unanimous) RJ/TG

That the letter from Shropshire Council be noted.

FC/271 LETTER OF THANKS

RESOLVED (unanimous) DL/CS

That the letter of thanks from Homestart be noted.

FC/272 COMMITTEE AND WORKING GROUP MINUTES

MINUTES FROM THE POLICY & FINANCE COMMITTEE 29th FEBRUARY 2016

RESOLVED (unanimous) AC/TG

That the minutes of the Policy & Finance Committee of the 29th February 2016 be received.

FC/273 REPRESENTATIONAL COMMITTEE – MINUTES 10th FEBRUARY 2016

RESOLVED (unanimous) PD/CS

That the minutes of the Representational Committee meeting held on the 10th February 2016, be received.

FC/274 SERVICES COMMITTEE – MINUTES 22nd FEBRUARY 2016

RESOLVED (12:0:1) RJ/JS

That the minutes of the Services Committee meeting held on the 22nd February 2016 be received.

FC/275 CIVIC EVENTS WORKING GROUP – MINUTES 21ST JANUARY 2016**RESOLVED (unanimous) JS/CS**

That the minutes of the Civic Events Working Group held on the 21st January 2016 be received.

FC/276 RECOMMENDATIONS FROM THE SERVICES COMMITTEE – 22ND FEBRUARY 2016*S/128 CREMATED REMAINS*

*RECOMMENDED (unanimous)
PD/RJ*

That plot GG is re-mapped and registers updated to use the area to its full capacity subject to careful consideration for the provision of adequate pathways to existing benches.

RESOLVED (unanimous) RJ/MC

That the recommendations from the Services Committee held on the 22nd February 2016 be approved:-

CREMATED REMAINS

That plot GG is re-mapped and registers updated to use the area to its full capacity subject to careful consideration for the provision of adequate pathways to existing benches.

FC/275 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/RJ

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

The meeting closed at 9.30 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 14TH MARCH 2016** at 7:00PM

FC/278 **CONFIDENTIAL RECOMMENDATIONS FROM THE POLICY & FINANCE COMMITTEE 29TH FEBRUARY 2016**

PF/114 RENT REVIEW

RECOMMENDED (Unanimous) PD/TG

That:-

- i) the rent review be approved.
- ii) the tenant be informed that the Council will be undertaking a rent review in accordance with the terms of the lease.
- iii) the three rental value quotes be sought from local estate agents and brought back to Committee for approval.

PF/115 SALES LEDGER DEBTOR REPORT

RECOMMENDED (Unanimous) PD/JS

That:-

- i) it be noted that Snake in the Grass dissolved in 2015 and in the light of this information the debt of £910.00 be written off.
- ii) Council staff continue the recovery process for all other aged debtors.

RESOLVED (unanimous) AC/RJ

That the recommendations from the Policy & Finance Committee on the 29th February 2016 be approved:-

RENT REVIEW

- i) the rent review be approved.
- ii) the tenant be informed that the Council will be undertaking a rent review in accordance with the terms of the lease.
- iii) the three rental value quotes be sought from local estate agents and brought back to Committee for approval.

SALES LEDGER DEBTOR REPORT

That:-

- i) it be noted that Snake in the Grass dissolved in 2015 and in the light of this information the debt of £910.00 be written off.
- ii) Council staff continue the recovery process for all other aged debtors.

FC/279 CIVIC REGALIA

RESOLVED (unanimous) GG/GP

That the item is deferred until the next Full Council meeting.

FC/280 EXTENSION OF THE MEETING

RESOLVED (unanimous) PD/TG

That the meeting be extended for a further 30 minutes.

FC/281 MUSEUM AT THE BUTTERCROSS OPENING HOURS

RESOLVED (unanimous) PD/GP

That the Museum at the Buttercross should be open for at least the following periods:-

- Easter (Good Friday) to 31st October Friday, Saturday & Sunday 10am-4pm
- 1st November to Easter (Maundy Thursday) Friday, Saturday & Sunday 10am-4pm

FC/282 MUSEUM AT THE BUTTERCROSS ADMISSION CHARGES

RESOLVED (unanimous) GP/JS

That Admission Charges are £1 per adult, 50p per child up to 16yrs, and under 5yrs are free

FC/283 MUSEUM AT THE BUTTERCROSS SERVICE LEVEL AGREEMENT

RESOLVED (unanimous) PD/GP

- i) The Service Level Agreement is sent to the Town Council's legal representative;
- ii) Specifically, advice is sought on references to other venues and work experience

The meeting closed at 9.30pm

Town Mayor

Date