



## MINUTES

Minutes of a meeting of the **COUNCIL** held in the Guildhall, Mill Street, Ludlow on **MONDAY 2<sup>nd</sup> FEBRUARY 2015** at **7.00PM**.

### **FC/232 PRESENT**

Chairman: Councillor Draper, Mayor

Councillors: Cobley; Gill; Ginger; Holcombe; Jones; Kemp; Parry; Perks; Sheward and Smithers.

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

### **FC/233 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/234 APOLOGIES**

Apologies for absence were received from Councillors Lyle, J Newbold and S Newbold.

### **FC/235 DECLARATIONS OF INTEREST**

Disclosable Pecuniary Interests  
None declared.

#### Conflicts of Interest

<u>Member</u>	<u>Interest</u>	<u>Reason</u>
T. Gill	Item 9	Vice-President of the Rugby Club
G. Perks	Item 22b	Named in correspondence

#### Personal Interests

<u>Member</u>	<u>Interest</u>	<u>Reason</u>
A. Cobley	Item 8	Son-in-law works for the Police Force
P. Draper	Item 8	Employer makes equipment for other Police Forces
G. Ginger	Item 19	Shop owner in Ludlow.
	Item 22	Is a sponsor.
N. Holcombe	Item 9	Past Chairman and knows most staff involved

V. Parry		Chair, Ludlow in Bloom
	Item 9	Involved with Leisure Centre and Teme Leisure as SSDC Cllr
G. Perks	Item 9	Involved with Leisure Centre and Teme Leisure as SSDC Cllr
	Item 17	Involved with Pride of Place
	Item 18	Involved with Narberth, Twinning
	Item 22b	Named in correspondence

### FC/236 **PUBLIC OPEN SESSION (15 minutes)**

There were 6 members of the public and one member of the press present.

Robin Pote, Mill Street, Ludlow Town Residents Association – Mr Pote stated that he was pleased to see members of the Police Force present at the meeting that evening and thanked them for their hard work in relation to the Safe Neighbourhood Scheme. He added that he was particularly grateful to Sergeant Woolley and his team for their work in relation to the problems with the Blue Boar pub which had now been resolved.

Roy Waterfield, Chief Executive, Shropshire FA, (Ludlow Football Stadium) – Mr Waterfield spoke in support of the annual core grant application (Item 9 on the Agenda) and explained that this was potentially a unique partnership between the Town Council, Shrewsbury RFC, Teme Leisure and the Ludlow Football Stadium. It was the first opportunity for a sustainable partnership and he outlined that the facility was a hub for football and other activities for all ages, young to old, promoting health living, along with the partnership of Teme Leisure.

He stated that the Leisure Centre had the expertise and over ten years of management training which was ideal for taking on the day-to-day running of the Football Stadium. He went on to say that the Football Stadium had been discussed at a recent Policy & Finance Committee of the Town Council who had acknowledged its importance in the Town which was reflected in the Town Plan.

Mr Waterfield added that the creation of the partnership would be dependant upon a legally binding lease between the landowner and Teme Leisure, the Football Foundation agreeing to fund necessary improvements, and Teme Leisure agreeing to become the Management operator, being satisfied of a viable Business Plan.

Mr Waterfield confirmed that EU funding conditions would be adhered to as part of due diligence.

### FC/237 **UNITARY COUNCILLORS SESSION**

Unitary Councillor T Hugger – Ludlow East – Councillor Huffer informed Council that a safety survey would be carried out on the Henley Road traffic island shortly. She went on to say that there was a Youth Commissioning

Consultation commencing in the next couple of weeks, and Shropshire Council would be going into local schools and colleges to assess their needs. She informed Members of the time and date of the next Youth Partnership meeting, which would be discussing Youth Commissioning ideas.

Unitary Councillor A Boddington, Ludlow North - Councillor Boddington reported that Shropshire Council had given a 6 months reprieve to the Museum staff to ensure their continued involvement in the creation of the Buttercross Heritage Interpretation Centre. However, he highlighted that longer-term it may require Trust status to continue.

Unitary Councillor V Parry, Ludlow South – Councillor Parry confirmed that the rail crossing at Ashford Bowdler was not being closed and network rail was discussing other level crossings.

**FC/238 MINUTES – 24<sup>th</sup> NOVEMBER 2014**

**RESOLVED (10:0:1)**  
**JS/PK**

That the open and closed session minutes of the Council meeting held on the 24<sup>th</sup> November 2014, be approved as a correct record and signed by the Chairman.

**FC/239 MINUTES – 1<sup>st</sup> DECEMBER 2014**

**RESOLVED (10:0:1)**  
**RJ/PK**

That the open and closed session minutes of the Council meeting held on the 1<sup>st</sup> December 2014, be approved as a correct record and signed by the Chairman.

**FC/240 ITEMS TO ACTION – 1<sup>st</sup> DECEMBER 2014**

**RESOLVED (unanimous)**  
**PD/JS**

That the Items to Action from the meetings held on the 24<sup>th</sup> November and 1<sup>st</sup> December 2014 be noted.

**FC/241 DEPUTY POLICE & CRIME COMMISSIONER BRIEFING**

Mr Barrie Sheldon, Deputy Policy & Crime Commission thanked the Mr Pote for his feedback on the Blue Boar. He highlighted that West Mercia made an alliance with Warwickshire Police Force some years ago, allowing a saving of £33 million by the end of 2014-15. He stated that projected savings of £33 million by 2020 had been identified. IT was being reviewed along with working

practices to achieve savings. A recent report from the College of Police revealed that overall crime was falling, but changing, with the increase of cyber crime.

A consultation with local Councils and local crime panels was being conducted and a 1.19% increase in the precept for 2015-16 had been requested. It was hoped that this increase could be invested in education and rehabilitation of re-offenders, as figures indicated 56% re-offended, costing £13 billion nationally. The education and rehabilitation it was hoped would be through partnership working with other bodies such as the NHS.

He went on to say that more efficiencies would be made however, he was aware of the importance of rural areas to have a police presence, especially Ludlow, being one of the larger towns, with a healthy number of visitors and events.

Mr Sheldon advised Council that should the Police Station be closed due to efficiency cuts there would still be a Police presence in Ludlow.

Councillor Perks responded by stating that Shropshire Council had mapped out properties in Ludlow as well as Community Hubs in 2011-12 which could be potential options for the Police to have a continued presence in Ludlow

Councillor Gill thanked the Police & Crime Commissioner for his briefing but stated that in his opinion police services in Ludlow had declined in the last few years. He felt that residents were not reporting crimes as they felt there would be point as coverage was sparse and residents were re-directed to Shrewsbury regularly. He added that he appreciated that all services were being squeezed but that residents in rural areas didn't have confidence in Police services.

Mr Sheldon thanked Councillor Gill for his comments and stated that the Police service could only work with the resources they had and would continue to do so and review services regularly.

8.00 pm Councillor Jones left the meeting.

8.02 pm Councillor Jones re-entered the meeting.

#### **FC/242 LUDLOW FOOTBALL STADIUM**

Council agreed that Ludlow Football Stadium for the local community was important. Whilst they agreed that it was an essential service to Ludlow, Members felt that as funding had been lost from Shropshire Council from the precept they could only offer a vote of support.

Councillor Jones voiced her concern that it would be a great loss to the Town if the Football Stadium closed.

**RESOLVED (unanimous)**  
**GP/GG**

That:-

- i) The Town Council states its support for Ludlow Football Stadium and recognises its importance to the Town;
- ii) The loss of the Council Tax Support Grant has restricted funds and a review is necessary before any additional funding commitments are made. The Council will further consider funding options to support Ludlow Football Stadium during the next six months.

8.07 pm – Councillor Gill left the meeting.

**FC/243 POLICY AND FINANCE COMMITTEE**

**a) Minutes – 19<sup>th</sup> January 2015**

**RESOLVED (9:0:0)**  
**NH/JS**

That the minutes of the Policy & Finance Committee of the 19<sup>th</sup> January be received.

8.10 pm – Councillor Gill re-entered the meeting.

**FC/244 b) Recommendations from Policy and Finance Committee 19<sup>th</sup> January 2015**

**PF/102 Ludlow Under Pressure**

**RECOMMENDED (Unanimous) GG/PD**

***That:-***

- i) The Town Council adopts and endorses the Ludlow Under Pressure report;***
- ii) The Town Council issue a press release to publicise their support of the Ludlow Under Pressure Report.***

**PF/103 National Salary Award**

**RECOMMENDED (Unanimous) GG/PD**

***That the National Salary Award be adopted.***

**PF/104 Local Council Award Scheme**

**RECOMMENDED (Unanimous) GG/JS**

**To apply for the Local Council Foundation Award.**

**PF/105 Policy Review**

**RECOMMENDED (Unanimous) JS/GG**

**That the Disciplinary & Grievance Policy be adopted**

**PF/110 Precept & Budget**

**RECOMMENDED (7:0:1) GG/PD**

- i) To note the budget reductions and efficiency savings achieved in the budget setting and increased grant income for 2015/16**
- ii) Ludlow Town Council retain the community action plan 2015/16 and improve services and facilities in the local community**
- iii) Ludlow Town Council increase the precept from 2014/15 level by 9.9% to compensate for the loss of the CTSG**
- iv) Ludlow Town Council spend £37,000.00 from reserves to fulfill the budgeted grants and community infrastructure improvements**
- v) A press release is issued to explain that if the Council is faced with a budget deficit of £34,594.00 as a result of the actions of the Principle Council, Ludlow Town Council will continue to support local services and community infrastructure improvements and honour current commitments to local organisations**

**RESOLVED (unanimous)  
NH/JS**

That apart from recommendation PF/110, which is being considered later in the meeting, the recommendations from the Policy & Finance Committee on the 19<sup>th</sup> January 2015, be approved.

**a) Ludlow Under Pressure**

That:-

- i) The Town Council adopts and endorses the Ludlow Under Pressure report;**
- ii) The Town Council issue a press release to publicise their support of the Ludlow Under Pressure Report.**

**b) National Salary Award**

That the National Salary Award be adopted.

**c) Local Council Award Scheme**

To apply for the Local Council Foundation Award.

d) Policy Review

That the Disciplinary & Grievance Policy be adopted

**FC/245 SERVICES COMMITTEE**

a) Minutes- 12<sup>th</sup> January 2015

**RESOLVED (unanimous)**  
**PD/JS**

That the minutes of the Services Committee meeting held on the 12<sup>th</sup> January 2015, be received.

**FC/246 b) Recommendations from Services Committee 12th January 2015**

**S/88 Commemorative Cross**

**RECOMMENDATION (4:0:1)**  
**JS/TG**

*That the new location, as indicated on page 58 of the Services Agenda be approved.*

**S/93 Market Trading Over Christmas And New Year**

**RECOMMENDED (5:1:0)**  
**PD/JS**

*i) That the current practice of no Specialist Markets between Christmas and New Year is continued;*

**Amendment To Resolution**

**RECOMMENDED (unanimous)**  
**PD/TG**

*ii) No trading takes place on the first market trading day after Christmas, unless this is a Saturday.*

*iii) Traders are notified in advance and there are no rent arrears for the cancelled market. If the calendar permits, there is one day of trading after Christmas and before New Year.*

**RESOLVED (unanimous)**  
**PD/JS**

That the recommendations from Services Committee on 12<sup>th</sup> January 2015 be approved.

a) Commemorative Cross

That the new location, as indicated on page 58 of the Services Agenda be approved.

b) Market Trading Over Christmas And New Year

That the current practice of no Specialist Markets between Christmas and New Year is continued;

c) Amendment To Resolution

- i) No trading takes place on the first market trading day after Christmas, unless this is a Saturday.
- ii) Traders are notified in advance and there are no rent arrears for the cancelled market. If the calendar permits, there is one day of trading after Christmas and before New Year.

**FC/247 REPRESENTATIONAL COMMITTEE**a) Minutes – 19<sup>th</sup> November 2014

**RESOLVED (10:0:1)**  
**GG/PD**

That the minutes of the Representational Committee meeting held on the 19<sup>th</sup> November 2014, be received.

**FC/248 b) Minutes – 17<sup>th</sup> December 2014**

**RESOLVED (unanimous)**  
**GG/JS**

That the minutes of the Representational Committee meeting held on the 17<sup>th</sup> December 2014, be received.

**FC/249 b) Recommendations from Representational Committee 17th December 2014****R/200 Pedestrian Crossing Old Street Ludlow**

*The Chair informed members on the background of this item and of the pupils of St. Laurences involvement in the survey.*

**RECOMMENDED (unanimous)**  
**GG/CS**

*To support community concerns and St. Laurences School's request for a signal operated pedestrian crossings on Old Street to ensure the safety of children and parents.*



- *Recommend to Full Council for full and unconditional support.*
- *The Town Clerk writes to St. Laurences School to thank them for their hard work and update them on the council's process and timescale.*
- *The Town Clerk informs Shropshire Council of the recommendation and committee process.*

**RESOLVED (unanimous)**

**GG/JS**

That the recommendations from Representational Committee on the 17<sup>th</sup> December 2014 be approved.

**Pedestrian Crossing Old Street Ludlow**

To support community concerns and St. Laurences School's request for a signal operated pedestrian crossings on Old Street to ensure the safety of children and parents.

- Recommend to Full Council for full and unconditional support.
- The Town Clerk writes to St. Laurences School to thank them for their hard work and update them on the council's process and timescale.
- The Town Clerk informs Shropshire Council of the recommendation and committee process.

**FC/250 a) Minutes – 14<sup>th</sup> January 2015**

**RESOLVED (unanimous)**

**GG/PK**

That the minutes of the Representational Committee meeting held on the 14<sup>th</sup> January 2015, be received.

**FC/251 e) Change of Date of Representational Committee from 8<sup>TH</sup> April to 15<sup>TH</sup> April 2015**

**RESOLVED (unanimous)**

**GG/PD**

That the meeting of the Representational Committee be changed from 8<sup>th</sup> April to 15<sup>th</sup> April 2015.

**FC/252 CIVIC EVENTS WORKING GROUP**

**a) Minutes – 22<sup>nd</sup> January 2015**

**RESOLVED (unanimous)**  
**JS/PD**

That the minutes of the Civic Events Working Group held on the 22<sup>nd</sup> January 2015, be received.

**FC/253 b) Recommendations from Civic Events Working Group 22<sup>nd</sup> January 2015**

**CE/38 SINGLE COMMEMORATIVE ACT MARKING THE CENTENARY OF WWI**

**RECOMMENDATION (unanimous)**  
**JS/PD**

*The Town Clerk informed members that Ludlow Town Council had already approved a Flag Raising Ceremony on Commonwealth Day on 9<sup>th</sup> March 2015. An outline plan attached.*

*The National Association of Civic Officers has proposed a single Commemorative Act marking the Centenary of WWI. The suggested ceremony proposed by NACO was discussed and amended for Ludlow and is attached for approval.*

*It was suggested that the Town Bugler, RBL Standard Bearers, the Mace Bearer and Sergeant at Arms and the Town Band be invited to take part in the event.*

*Press releases would be sent out in February 2015.*

**RESOLVED (unanimous)**  
**JS/PD**

That the recommendations from the Civic Events Working Group on the 22<sup>nd</sup> January 2015 be approved.

**SINGLE COMMEMORATIVE ACT MARKING THE CENTENARY OF WWI**

The Town Clerk informed members that Ludlow Town Council had already approved a Flag Raising Ceremony on Commonwealth Day on 9<sup>th</sup> March 2015. An outline plan attached.

The National Association of Civic Officers has proposed a single Commemorative Act marking the Centenary of WWI. The suggested ceremony proposed by NACO was discussed and amended for Ludlow and is attached for approval.

It was suggested that the Town Bugler, RBL Standard Bearers, the Mace Bearer and Sergeant at Arms and the Town Band be invited to take part in the event.

Press releases would be sent out in February 2015.

**FC/254 CITIZENS ADVICE BUREAU (CAB) – ANNUAL IMPACT REPORT 2013-2014**

**RESOLVED (unanimous)**  
**GG/PK**

That the CAB Annual Impact Report 2013-2014 be noted.

**FC/255 FENCING AT HOUSMAN CRESCENT PLAY AREA**

The Chair explained that since monitoring the fence at the play area, no further vandalism had occurred.

Councillor Perks stated that he was reluctant to agree to put £1,000 in the budget for this item when it could be spent on other projects.

Councillor Ginger replied saying that whilst he sympathised with Councillor Perks Council had already agreed to this amount in the budget, and that Council had decided if there had been no further damage the fence would be repaired and not removed.

Councillor Parry agreed with Councillor Perks adding that maintaining play areas was costly and in most cases it was teenagers who caused the vandalism, not the users. She suggested that money should be put aside in the budget for the fence but not the full amount.

**RESOLVED (unanimous)**  
**RJ/JS**

That:-

- i) £500 is budgeted for repairs of the fence at Housman Crescent;
- ii) £500 is allocated for the Ludlow Football Stadium;
- iii) The Town Clerk write to the Ludlow Football Stadium stating that at this stage the Town Council can only grant £500.

**FC/256 REFERENDUM**

The Town Clerk explained that if a referendum was called the Town Council would be liable for the whole cost.

**RESOLVED (unanimous)**  
**NH/PD**

That:-

- i) The Town Council reply to the email received from NALC as follows:
  - 1) *Should Parish and Town Council have to have a referendum to increase their precepts? Please give reasons for your answer.*  
**No. Expense and disproportionate historically low turnout of electorate.**

2) *Is the government being centralist over this?*

**Yes.**

3) *Is your Council planning to increase its precept by more than 2% this year?*

**Yes.**

## **FC/257 BUDGET & PRECEPT 2015/2016**

Council considered the budget and precept and the loss of the Council Tax Support Grant funding, which presented difficult choices for the Council.

Councillor Perks asked if a decision had to be made that evening regarding the budget and was advised by the Town Clerk that due to the deadline set by Shropshire Council a decision was required. He stated that he would have liked to have asked more questions and would have deferred his decision.

### **RESOLVED (10:1:0)**

#### **PD/NH**

That:-

- i) To note that budget reductions and efficiency savings have already been achieved in the budget setting process as well as increased grant income for 2015/16;
- ii) To agree the proposed budget, with amendments agreed at this meeting, and retain the community action plan 2015/16 and improve services and facilities in the local community;
- iii) To increase the 2014/15 precept of £310,462.00 by 8% to £335,298.96 to fulfil the budgeted grants and community infrastructure improvements
- iv) To spend £36,348.04 from reserves compensate for the loss of the Council Tax Support Grant (CTSG) of £34,594.00 from Shropshire Council;
- v) To issue a press release to explain that the Town Council is faced with a budget deficit of £34,594.00 as a result of the actions of the Principle Council and Ludlow Town Council will continue to support local services and community infrastructure improvements and honour current commitments to local organisations;
- vi) That members work with staff and undertake a performance management review of services and overheads to further reduce costs;
- vii) If any Council Tax Support Grant funding from Shropshire Council is made available after Shropshire Council's consultation has concluded, which is after the statutory date for submitting the precept demand, Ludlow Town Council will accept Council Tax Support Grant funding from Shropshire Council, and reduce their precept demand by the same amount to lessen the burden on the tax payer.

**Please note:** *An increase in Ludlow's council tax base reduces the percentage increase to the tax payer to 6.18%*

**FC/258 YOUTH SERVICES**

Council discussed the issue of registering the Ludlow Youth Centre as an Asset of Community Value and noted that an application could be completed online to Shropshire Council.

**RESOLVED (unanimous)**  
**GG/VP**

That:-

- i) The reply from Narberth Town Council is noted;
- ii) A application is drafted and brought back to a further meeting;

**FC/259 MEMBERSHIP**

**a) CCTV Working Group Membership**

**RESOLVED (unanimous)**  
**PD/RJ**

That Councillors Ginger, Kemp, Parry and Smithers make up the membership of the CCTV Working Group for 2014-15.

**FC/260 EXTENSION OF MEETING**

**RESOLVED (unanimous)**  
**PD/RJ**

That the meeting be extended by 30 minutes.

**FC/261 b) Ludlow Youth Partnership**

**RESOLVED (unanimous)**  
**JS/GG**

That Councillor Smithers become the Town Council representative on the Ludlow Youth Partnership.

**FC/262 ELECTRICITY AT CASTLE STREET TOILETS**

**RESOLVED (unanimous)**  
**RJ/GG**

That the Town Council accepts a two year contract with Scottish Power for the electricity at Castle Street toilets.

**FC/263 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/JS**

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

The meeting closed at 9.47pm.

\_\_\_\_\_  
Town Mayor

\_\_\_\_\_  
Date

N.B. Closed Session Minutes will be issued.