



MINUTES

Minutes of a meeting of the **COUNCIL** held in the Guildhall, Mill Street, Ludlow on **MONDAY 22nd JUNE 2015** at 7.00PM.

FC/54 PRESENT

Chairman: Councillor Draper, Mayor

Councillors: Cobley; Gill; Ginger; Jones; Kemp; J Newbold; Parry; Perks (from 7.30 pm); Sheward and Smithers.

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

FC/55 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/56 APOLOGIES

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

FC/57 DECLARATIONS OF INTEREST

Disclosable Pecuniary Interests

None declared.

Conflicts of Interest

None declared

Personal Interests

<u>Member</u>	<u>Item</u>	<u>Reason</u>
A. Cobley	20	Works with members of the Asian Community.
V.Parry	14	Chair of Ludlow in Bloom
	19	LTC Representative on SALC
		Member of the Twinning Group
G. Perks	19	Member of Narberth Twinning Working Group
C. Sheward	14	Wrote an open letter about re-thinking governance.

FC/58 PUBLIC OPEN SESSION (15 minutes)

Mrs J Brand – College Street – Mrs Brand thanked the Town Council for the Civic Award presented to her at Mayor Making on the 27th May. She explained

that she came to Ludlow from London just after WW2, which had been a total contrast and she felt she had found paradise. She made it her ambition to live and work within the community which had been achieved and the 'cherry on the cake' had been to receive the Civic Award.

FC/59 UNITARY COUNCILLORS SESSION

Unitary Councillor A Boddington, Ludlow North - Councillor Boddington highlighted that the Town Council agenda carried 90 pages of the 300 page SamDev document. He stressed that the amendments made to MM14 and MM18 had totally weakened the original document and the implications and potential impact upon Ludlow could be dramatic. He stated in his opinion the document now diluted the restriction on the number of houses that could be constructed under National Rules. It therefore opened up possibilities for dwellings to be built beyond the bypass and across the bridge to Ludford. In addition allocated sites could be granted planning permission whether they are sustainable or not and the rule providing evidence of community support had been removed. This he felt would open the floodgates for any future planning applications.

Unitary Councillor V Parry, Ludlow South – Councillor Parry reported she had attended a meeting at Shropshire Council regarding library. Shropshire Council had announced that savings of £520k needed to be made and to achieve this more background technology would be installed, however, staff losses could not be ruled out.

FC/60 MINUTES – 13th MAY 2015

RESOLVED (unanimous) RJ/TG

That the open and closed session minutes of the Council meeting held on the 13th May 2015, be approved as a correct record and signed by the Chairman.

FC/61 ITEMS TO ACTION – 13th MAY 2015

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

RESOLVED (unanimous) RJ/PK

That the Items to Action from the meetings held on the 13th May 2015 be noted.

FC/62 POLICY AND FINANCE COMMITTEE**a) Minutes – 8th June 2015****RESOLVED (unanimous) AC/RJ**

That the minutes of the Policy & Finance Committee of the 8th June 2015 be received.

FC/63 b) Recommendations from Policy and Finance Committee 8th June 2015**PF/11 POLICIES****a) Landline and Mobile Phone Policy****b) Equal Opportunities Policy****RECOMMENDED (Unanimous) JS/CS**

To adopt the Landline and Mobile Phone Policy and to adopt the Equal Opportunities Policy.

PF/16 MARKET ELECTRIC**RECOMMENDED (Unanimous) RJ/JS**

That :-

- i) The Market Electricity Budget is increased to £2,700.00*
- ii) A report on electricity usage trends over the past 3 years is brought back to committee*
- iii) The Town Council consults with market traders to review the market electricity payments structure.*
- iv) In due course, the Council's findings be reported to the Ombudsman.*

RESOLVED (unanimous) AC/JS

That the recommendations from the Policy & Finance Committee on the 8th June 2015 be adopted:-

i) POLICIES**a) Landline and Mobile Phone Policy****b) Equal Opportunities Policy**

To adopt the Landline and Mobile Phone Policy and to adopt the Equal Opportunities Policy.

MARKET ELECTRIC

That :-

- i) The Market Electricity Budget is increased to £2,700.00;
- ii) A report on electricity usage trends over the past 3 years is brought back to Committee;
- iii) The Town Council consults with market traders to review the market electricity payments structure;
- iv) In due course, the Council's findings be reported to the Ombudsman.

FC/64 SERVICES COMMITTEE – MINUTES 1st JUNE 2015**RESOLVED (unanimous) RJ/TG**

That the minutes of the Services Committee meeting held on the 1st June 2015, be received.

FC/65 REPRESENTATIONAL COMMITTEE – MINUTES 6th MAY 2015 & 3rd JUNE 2015**RESOLVED (unanimous) GG/RJ**

That the minutes of the Representational Committee meetings held on the 6th May and 3rd June 2015, be received.

FC/66 ANNUAL RETURN 2014-15**RESOLVED (unanimous) RJ/CS**

That the Annual Return 2015-15 be approved.

FC/67 INTERNAL AUDITORS REPORT**RESOLVED (unanimous) RJ/AC**

That the Internal Auditors Report be adopted.

FC/68 POLICY ON HANDLING COMPLAINTS

Following a question from Councillor Parry the Mayor confirmed that if the Town Clerk had a complaint this could be taken directly to the Mayor or the Chair of the Staffing & Appeals Committee.

RESOLVED (Unanimous) RJ/TG

That the Policy on Handling Complaints be adopted.

FC/69 NALC – DIRECTION OF TRAVEL**RESOLVED (unanimous) PD/RJ**

That the letter from NALC regarding direction of travel be noted.

FC/70 RE-THINKING GOVERNANCE – RESPONSE FROM SALC**RESOLVED (9:0:1) PD/RJ**

That the response is noted and the Town Council awaits further information.

FC/71 VJ DAY 15TH AUGUST 2015

The Town Clerk outlined that VJ Day fell on a Saturday, the Venerable Colin Williams had offered to conduct a short service at the town war memorial in the porch of St Laurence's Church.

RESOLVED (unanimous) GG/AC

That the Town Clerk liaises with St Laurence's Church to arrange a short service at the town war memorial in the porch of St Laurence's Church on the 15th August to commemorate VJ day.

FC/72 SHROPSHIRE COUNCIL REGISTRARS CONSULTATION

Members discussed the options given in the consultation.

Councillor Ginger pointed out that the statistics proved the Ludlow office was one of the most efficient and cost effective and urged the Town Council to propose increased hours at the Ludlow office. Councillor Ginger therefore felt that none of the consultation options were acceptable. He also added from recent personal experience he felt that the 'broom cupboard' registrar office facilities currently offered by Shropshire Council were disgraceful. Members were informed that overall improvements to customer confidentiality and facilities at Ludlow library were being considered by SC.

Councillor Parry agreed with Councillor Ginger and voiced her concern that the worst case scenario to register a death, birth or marriage would be a 60 mile round trip, which was unacceptable.

Councillor Sheward highlighted that if other Registrars offices were closed then the workload would increase in those left and may necessitate increasing both the hours and staff time in Ludlow.

7.30 pm Councillor Perks entered the room.

RESOLVED (7:4:0) GG/PK

That, the Town Clerk responds to the Registrars Consultation:

- i) A very cost effective & efficient registrar service is provided in Ludlow;
- ii) An increase in opening and staff hours at Ludlow registrar office is requested;
- iii) The current office provision is disgraceful and more fitting and dignified office accommodation is provided at Ludlow Library.

FC/73 SAMDEV PLAN MAIN MODIFICATIONS CONSULTATION

Councillor Ginger requested clarification on what Councillor Boddington had said in the Unitary Councillor session earlier. As he had understood it the majority of planning decisions would be made by Officers and not committee.

Councillor Boddington replied that unfortunately not all controversial decisions were called in by Committee, although it was acceptable to Shropshire Council that 95% of decisions were made by officers, and this would continue to be the case.

Councillor Ginger voiced his concern stating that all planning matters would be discussed at Shrewsbury 30 miles away and officers with no local community knowledge would make decisions for Ludlow, which he felt in his opinion would be disastrous; and there was a real danger of Ludlow losing its uniqueness. Councillor Perks agreed with Councillor Ginger adding that it looked as if it was a 'done deal'.

Councillor Parry informed Members that Unitary Councillors had been asked if they would prefer to have one Planning Committee based in Shrewsbury or retain the status quo of three area planning committees. She stated she had voted for the status quo, and it was very important to retain the Sothorn Area Planning Committee, which considered applications from Ludlow.

RESOLVED (unanimous) GP/GG

That:-

- i) The modifications to MM14 and MM18 created a substantially weaker document that diluted the restrictions on the number of houses that could be constructed under National Rules because allocated sites could be granted planning permission whether they are sustainable or not and the rule providing evidence of community support had been removed. These

modifications would open up possibilities for dwellings to be built beyond the bypass and across the bridge to Ludford.

- ii) The Town Clerk be authorised to write to Shropshire Council to state that Ludlow Town Council rejects any move to a single centralised Planning Committee and the three existing Area Planning Committees should be retained;
- iii) The SAMDev Plan Main Modifications be noted;

FC/74 CO-OPTIONS UPDATE

The Town Clerk updated Members on the current position regarding co-options.

Councillor Ginger asked whether there was a legal obligation for the Town Council to co-opt considering that nominations had been advertised and no-one had come forward. He suggested that the Town Council was functioning well with 13 Councillors and asked if there was a need for 15.

The Town Clerk replied by saying that unless it was less than six months to an election the Town Council was required to actively seek to fill the vacancies.

Councillor Perks pointed out that one of the vacancies was in his ward and given that it was a large ward he would welcome an active Councillor to share the workload.

RESOLVED (10:0:1) RJ/JS

That the Co-option Policy, Co-option letter, application form and supporting information be noted; and a small amendment be made to the poster to make its purpose more evident.

FC/75 TWINNING SIGNAGE

Councillor Perks declared that he was pleased to see the Twinning signs on the agenda, but said he was disappointed that it had taken six years to come to fruition.

RESOLVED (Unanimous) GP/RJ

That, the locations for the Twinning signage be approved.

FC/76 MUSLIM BURIALS

Following a question from Councillor Perks the Town Clerk explained that the process and expectations for Muslim burials were different to those of the travelling community.

Councillor Newbold urged Members to be mindful that the Cemetery should be open to all religions.

RESOLVED (Unanimous) GP/JS

That Services Committee receives a report on:-

- i) the specific requirements for Muslim burials;
- ii) how Muslim burials could be achieved at Henley Road Cemetery;
- iii) Ludlow Town Council's policy at Henley Road Cemetery is amended to ensure requests from all faiths & religions are considered so that the provision for burials reflects the diversity within the local community.

FC/77

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 8.30pm.

Town Mayor

Date

N.B. Closed Session Minutes will be issued.

CLOSED SESSION MINUTES

Close Session minutes of a meeting of the **COUNCIL** held in the Guildhall, Mill Street, Ludlow on **MONDAY 22ND JUNE 2015** at 7.00PM

FC/78 NEW APPOINTMENTS MADE ON THE 22ND APRIL AND UPDATE

RESOLVED (Unanimous) GP/RJ

That:-

- i) The appointment of DLF Assistant Grounds Person/Market Assistant (AT) be ratified;
- ii) The report is noted.

FC/79 RECOMMENDATIONS FROM THE STAFFING & APPEALS COMMITTEE
13TH MARCH 2015

RESOLVED (unanimous) RJ/JS

That the Training Agreement be approved.

FC/80 RESPONSE FROM THE MONITORING OFFICER

RESOLVED (unanimous) RJ/TG

That the response from the Monitoring Officer be noted.

FC/81 CEMETERY MATTERS

RESOLVED (unanimous) GP/RJ

That:-

- i) Teleshore are suspended from further work at Henley Road Cemetery;
- ii) The single depth burials are paid at the rate of the Council's approved fee schedule;
- iii) That the survey of Plot I be brought back to Services Committee;
- iv) That Mark, Mandy & Son Burial Services be approved for work at Henley Road Cemetery and appointed under contract;

The meeting closed at 8.30pm

Town Mayor

Date