



MINUTES

Minutes of a meeting of the **COUNCIL** held in the Guildhall, Mill Street, Ludlow on **MONDAY 22nd AUGUST 2016** at 7.00 PM.

FC/112 PRESENT

Chairman: Councillor Draper, Mayor

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

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

FC/113 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/114 APOLOGIES

Apologies were received from Councillor M Jones.

FC/115 DECLARATIONS OF INTEREST

Disclosable Pecuniary Interests

None.

Conflicts of Interest

None.

Personal Interests

<u>Member</u>	<u>Item</u>	<u>Reason</u>
A. Cobley	8	Friends of the Ludlow Assembly Rooms Friends of Whitcliffe Friends of Teme Weirs Trust
	9b	SSFS involved with Library projects and staff at Shropshire Council
P. Draper	8	Homestart, Mayor's Charity 2014-15 Knows the applicants - Ludlow Concert Band
	10	Member of the League of Friends of Ludlow Hospital



T. Gill	8	Volunteer at Ludlow Assembly Rooms Member of the Friends of Whitcliffe
G. Ginger	11 12a	Is a shop owner in Ludlow Is a shop owner in Ludlow
D. Lyle	8	Knows leader of the Fringe Festival and was part of Funding Group Currently involved in a project with Homestart Currently a mentor with Ludlow Foyer Member of Friends of Whitcliffe
V. Parry	19 8	Knows one of the members of staff Volunteer at Ludlow Assembly Rooms Member of Friends of Whitcliffe Knows the applicants for the Ludlow Concert Band Daughter plays hockey at the Ludlow Football Stadium
G. Perks	9c 8 9b 9c 10b	On the Environment Board of Shropshire Council when Sports Strategy presented Football Stadium – neighbour works for stadium Ludlow Concert Band – knows the applicants Ludlow Assembly Rooms – former volunteer and knows Tony Blench Worked on practical projects with the Library SSFS shares the space at Casca sports centre in Craven Arms Member of Defend our NHS and past member of the League of Friends of Ludlow Hospital
J. Smithers	8	Trustee of the Ludlow Youth Forum and Town Council Rep

FC/116 PUBLIC OPEN SESSION (15 minutes)

Peter Norman – Ludlow Foyer- Mr Norman read from a briefing note, regarding threats to the Ludlow Foyer a copy of which is attached to these minutes.

He urged the Town Council to write to the MP, asking the MP to vote to retain the exemption from the Local Housing Allowance Cap; to lobby Shropshire Council to retain the County's Supporting People Grant and to sign the petition to this effect.

Mr Norman highlighted that a sleep out would be taking place on Thursday the 1st September 2016, and invited the Mayor and Councillors to participate. He asked if one of the toilets in Castle Square could be left open all night. And secondly, he requested that the Foyer was granted a stall on the Thursday of the sleep out to brief the public and give out information.

Neil Richardson – Churches Together – Mr Richardson supported Mr Norman's views adding that it was shocking and disgraceful to thrust youngsters out onto the street. The problem could not be solved by the voluntary sector because charities and towns could not meet expectations, and did not have the expertise to give. He added that if this service was withdrawn that it would alienate the next generation and set a bleak future for these disadvantaged young people.

Joyce Brand – College Street – Mrs Brand explained she had recently sent a letter to the MP for Ludlow. This stated that she had attended a ‘Health Forum’ meeting on 12 August 2016, where David Evans from the CCG and Jan Ditheridge of the Community NHS Trust were present, and although she was optimistic before the meeting, she was saddened by the lack of public attendance and health professionals present. She stressed in the letter to the MP that there was no clear plans regarding a Care Service in Ludlow and it seemed that care would fall to the already burdened GP practices.

Mrs Brand pointed out in the letter to the MP that Ludlow had already seen the destruction of the array of services in favour of Bridgnorth Hospital to the detriment of Ludlow residents. She pointed out to Mr Dunne that the statement of 1% being spent on administration was incorrect as figures from 2014 showed that this was 14.1% and this figure was for contracting out services and legal coverage.

She stated that the focus of the meeting was on finance and not patient care without any expression of apology and the result would be to the detriment of people. Looking back over the past few months she stated that the Future Fit project had been a fiasco, along with the finance and ownership of Ludlow Hospital and the proposed new hospital on the Eco Park, plans of which had been shelved. Mrs Brand acknowledged that the root of the NHS slide on services was due to government starvation of funds. She also went on to say that the 1% increase per annum did not meet rising costs in the Western World.

Conor Murray – Mr Murray explained that his request was a commercial one and his item was on the Agenda at item 12a. The request was for a French Market on the 28th-30th October with a secondary request on the 29th October for an evening market after Ludlow Market had ceased trading into the evening. The French Market would be organised and run by the Savoir Fayre and other local organisations had been asked for their input e.g the Rockspring Centre. He mentioned that if Members wanted to see the French Market in operation it would be in Oswestry and Bridgnorth on the 2-3rd September 2016.

Colin Reeves – Ludlow Concert Band – Mr Reeves thanked the Town Council for its funding support in previous years and hoped that the Town Council would consider the application for core funding favourably. He said that in his opinion that the Ludlow Concert band was the crowning glory of any small or large event and the community benefited from their input, whether it was at a civic or community event.

He explained that since the Ludlow Concert Band was formed six years ago, the focus was for the music to be varied and fun. Many of the youngsters playing were being taught free of charge, which made it accessible for those on a reduced income. He highlighted two students, one who had recently passed grade 6 on the trumpet and the youngest member of the Band, aged 11 who was due to take grade 3 at Christmas.

Mr Reeves stated that music could have a positive effect on lives and he hoped that it would not be measured on what the Band cost.

**FC/117 UNITARY COUNCILLORS SESSION**

Councillor T. Huffer, Ludlow East- Councillor Huffer outlined that the Youth Partnership had applied to the Town Council for an Annual Core Grant and thanked the Town Council for their previous funding. The last event had been used for a craft afternoon at the Rockspring Centre and had been well attended with 93 youngsters and the feedback had been overwhelmingly positive. Fundraising on the day had amounted to £100, which would be put towards a fireworks display on Gallows Bank last this year. She thanked Councillor Smithers for his support at the event, being the Town Council Representative. She commented that every bit of support was appreciated and hoped the Town Council would continue to support the Youth Partnership.

Councillor Huffer thanked Mrs Brand for her input and informed Members that from September there would be only one member of staff in Minor Injuries Unit at Ludlow Hospital and unless something was done quickly, this service could not continue due to the lack of staff. She highlighted the papers from Defend our NHS included in the Agenda emphasising that any decrease in services would affect the vulnerable. She also informed Members that she had received alarming news that cuts were being made to mental health services, and while she had asked for an urgent meeting, she had been told that 90% of the cuts would happen as consultation would not be carried out. She urged the Town Council to support Defend our NHS and the residents of Ludlow and to write to the Portfolio Holder for Health and Adult Social Care Scrutiny Committee at Shropshire Council as the first entrenchment of cuts would lead to many.

Turning to a highways matter, Councillor Huffer explained that an accident had occurred when a lorry was delivering to the one stop shop on gravel hill and another lorry had tried to pass this, resulting in a wall being damaged. This meant that a major repair to a wall was required, with temporary traffic lights. She asked if this matter could be included on the next In and Out of Ludlow Forum.

Councillor A. Boddington, Ludlow North – Councillor Boddington outlined that he had more complaints regarding parking in the last few weeks, following enforcement during the evenings. Originally this had been intended to be a small operation to target vehicles obstructing Quality Square, leaving no access for emergency vehicles, despite requests over two years to have double yellow lines repainted in that area. He stated that there had been confusion on where parking was allowed on the square and suggested that Shropshire Council needed to review its parking enforcement in the evenings. It had now been planned that an enforcement officer would be present in the evenings once a week in Ludlow.

Councillor Boddington added that he had spoken to the Chief Executive regarding this matter who said that those who had received penalty notices were free to challenge them. He went on to say that many people who used the Assembly Rooms during the evening, especially women did not want to use Castle Street car park due to inadequate lighting.

Councillor Gill stated that in his opinion, with the lack of signage and double yellow lines it was a matter of illegal ticketing and was a revenue raising exercise by Shropshire Council.

Councillor V Parry, Ludlow South – Councillor Parry reported that since parking enforcement had commenced in the evenings Castle Street car park had never been used so much. She stressed that after 6 pm that car parking was free in Castle Street car park and on-street.

Regarding the bus strategy Councillor Parry stated that after several complaints had been made a bus between Hereford and Ludlow now operated four times a day and included the Caravan Park at Ludford. She added that bus services had been increased with a bus between Knighton and Ludlow and also Bishops Castle and Ludlow.

FC/118 MINUTES – 25th JULY 2016

RESOLVED (10:0:2)

CS/GG

For: Councillors Cobley; Clarke; Gill; Ginger; R Jones; Kemp; Lyle; Parry; Sheward and Smithers.

Against: Nil

Abstained: Councillors Draper and Perks

That subject to the following amendments:-

- i) “FC/84 Councillor A Boddington Public enquiry on Tuesday 26th July” be amended to Tuesday 2nd August;
- ii) FC/84Councillor V Parry “.... They had been political” amended to read “they had been made political”

the open and closed session minutes of the Council meeting held on the 25th July 2016, be approved as a correct record and signed by the Chairman.

FC/119 ITEMS TO ACTION – 25th JULY 2016

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

RESOLVED (unanimous) PD/JS

That the Items to Action be noted.

FC/120 ANNUAL CORE GRANTS

The Mayor invited applicants of the Annual Core Grants to speak in support of their application. Each organisation was invited to speak for three minutes and this was timed.



LUDLOW FOOTBALL STADIUM

RESOLVED (11:0:1) GP/GG

To award £500 Annual Core Grant Funding to Ludlow Football Stadium in 2017/18.

FC/121 CITIZEN'S ADVICE SHROPSHIRE (LUDLOW)

RESOLVED (unanimous) TG/GG

To award £2000 Annual Core Grant Funding to The Citizen's Advice Shropshire (Ludlow) in 2017/18.

FC/122 LUDLOW CONCERT BAND

RESOLVED (unanimous) CS/RJ

To award £500 Annual Core Grant Funding to The Ludlow Concert Band in 2017/18.

FC/123 LUDLOW ASSEMBLY ROOMS

RESOLVED (10:2:0) GG/GP

To award £15,000 Annual Core Grant Funding to The Ludlow Assembly Rooms in 2017/18.

FC/124 HOME-START SHROPSHIRE

RESOLVED (10:2:0) GG/GP

To award £500 Annual Core Grant Funding to Home-Start Shropshire in 2017/18.

FC/125 SMALL CORE GRANTS AND PROJECT SUPPORT GRANTS

RESOLVED (unanimous) GG/TG

That £4,000.00 is budgeted for Small Core Grants and Project Support Grants (SCPS) up to and under £300 in 2017/18.

FC/126 TEME WEIRS TRUST

RESOLVED (unanimous) GP/VP

To award £300.00 Small Annual Core Funding to Teme Weirs Trust in 2017/18.



FC/127 LOCAL SERVICES

RESOLVED (unanimous) GG/GP

To note:

- i) Shropshire Council's Bus Strategy;
- ii) Ludlow Library opening hours review outcome;
- iii) Shropshire Council's Financial Strategy Trask and Finish Group Report.

FC/128 DRAFT SPORTS FACILITIES STRATEGY 2016-2037

Councillor Perks expressed his concerns that the implications of the Draft Sports Facilities Strategy may not be fully understood. He queried whether the report was a tick box exercise by Shropshire Council or it should be considered separately as part of an as yet undisclosed agenda.

RESOLVED (unanimous) PD/JS

That the Draft Sports Facilities Strategy 2016-2037 from Shropshire Council be noted.

FC/129 LUDLOW HOSPITAL

RESOLVED (unanimous) GP/GG

That:-

- i) The public meeting on the 29th September be widely publicised; the MP, representatives from the CCG and NHS Trust be invited;
- ii) A letter to the Chairman for Health and Adult Social Care Scrutiny Committee be written to expressing concerns regarding the mental health funding cuts to go ahead without consultation and the staffing crisis at Ludlow Hospital MIU;
- iii) A letter is written to the MP in support of Mrs Brand's letter expressing concerns that Ludlow Hospital is being shut by stealth;
- iv) Members and residents are encouraged to complete the MP's online questionnaire.

FC/130 PARKING IN LUDLOW

Members were concerned to dispel the misconception surrounding parking penalty charges. Shropshire Council are the parking authority and responsible for parking orders, yellow lines, enforcing parking regulations and issuing penalty notices in car parks and on the street.

Members agreed that if cars were parked illegally then drivers took the risk of receiving a penalty notice.

Members also agreed that signage and double yellow lines were poor in the market area, and this was the responsibility of Shropshire Council.

The perception that the lighting in the car park was inadequate was noted. Councillor Parry said that if the car park lighting was made brighter this would detrimentally effect the residents living in College Court, adjacent to the car park.

Councillor Sheward reminded Members that some years ago Ludlow in Bloom had positioned flower tubs on the perimeter of the area known as Post Office Square, outside Quality Square and they had acted as an effective deterrent to parking on this area.

RESOLVED (unanimous) GG/TG

That:-

- i) The parking fines do not benefit Ludlow Town Council;
- ii) Shropshire Council is the parking authority in Ludlow responsible for on-street parking, car parking at Castle Street, Smithfield, and Galdeford; issuing all penalty notices and collecting fines in Ludlow;
- iii) Residents correspondence regarding parking is forwarded to Shropshire Council;
- iv) Shropshire Council is asked to explain inconsistencies in parking enforcement in different areas of Ludlow;
- v) The current street parking regime needs reviewing with either reinstatement of parking infrastructure such as yellow lines, or consider alternative systems such as parking only permitted in bays, which would remove the need for all yellow lines. The system is successful operated in Coventry.

FC/131 REQUEST FOR A FRENCH MARKET 28TH-30TH OCTOBER AND AN EVENING WHOLE LET MARKET ON THE 29TH OCTOBER 2016

Following a question from Councillor Ginger, the Town Clerk confirmed that the £1,000 site rent mention in 12a of the request for a French Market on Events Square was based on previous continental markets trading on the area, which traditionally were charged per linear metre.

Councillor Gill stated that initiatives like this should be welcomed as it brought people into Ludlow during some of the quieter trading months and he wholly supported the request.

RESOLVED (11:0:1) TG/RJ

- i) To grant the continental market on Events Square on the 28th-30th October 2016 subject of receipt of £1,000.00 fee from Savoir Fayre prior to the event;
- ii) To grant a Whole Market Let on Saturday 29th October from 5:30pm until 10:00pm subject to receipt of fee prior to event.

**FC/132 INFORMATION RELATING TO FUTURE PROPOSALS****RESOLVED (11:0:1) PG/GG**

To note:

- i) Information regarding Vintage Event in 2017 be noted;
- ii) Information regarding an 'Only in Ludlow' Directory
- iii) Information regarding an information stand at the Buttercross.

Full proposals will be brought back for Council for consideration.

FC/133 LUDLOW MUSEUM AT THE BUTTERCROSS

Councillor Ginger thanked the Town Clerk and staff for getting Ludlow Museum at the Buttercross opened and staffed from the 12th August 2016.

RESOLVED (unanimous) GG/RJ

That:-

- i) The first stage of the museum merchandising and £1,500 spend from existing budget is approved;
- ii) Museum attendance figures and visitor experience; income and expenditure are reviewed in six months;
- iii) The museum business plan and sustainability are also reviewed in six months.

FC/134 PROPERTY UPDATE

Councillor Ginger stated that the large heavy stone step could only have been dislodged by a vehicle, and the only reason for a vehicle to get close enough to damage to the Buttercross steps, would be for unloading to trade in the Buttercross market.

RESOLVED (unanimous) GG/GP

- i) To note the report;
- ii) That the Buttercross Traders are not permitted to park vehicles on the pavement near the steps to unload to protect the Grade I listed building from further damage;
- iii) That the Town Clerk engage specialist heritage stonework restorers to repair the damage.

FC/135 **COMMITTEE AND WORKING GROUP MINUTES**

POLICY & FINANCE COMMITTEE MEETING – 18TH JULY 2016

RESOLVED (unanimous) AC/TG

That the minutes of the Policy & Finance Committee on the 18th July 2016 be received.

FC/136 **MINUTES FROM THE REPRESENTATIONAL COMMITTEE MEETINGS 27th JULY 2016**

RESOLVED (unanimous) GG/CS

That the minutes of the Representational Committee meetings on the 27th July 2016 be received.

FC/137 **STAFFING & APPEALS COMMITTEE – 26th JULY 2016**

RESOLVED (unanimous) JS/GG

That the minutes of the Staffing & Appeals Committee meeting held on the 26th July 2016 be received.

FC/138 **LUDFORD BRIDGE**

RESOLVED (unanimous) GG/RJ

That the feedback from the MP regarding Ludford Bridge be noted.

FC/139 **LETTER OF THANKS**

RESOLVED (unanimous) GG/RJ

That the correspondence thanking town council staff for successfully returning an iphone lost near Castle Street toilets, Ludlow to its owner from Birmingham be noted.

FC/140 **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 (11:1:0) PD/RJ

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

The meeting closed at 9.10 pm



Town Mayor

19/10/2016

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 22ND AUGUST 2016** at 7:00PM

FC/141 MUSEUM ASSISTANT

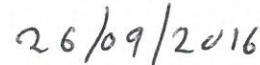
RESOLVED (unanimous) RJ/TG

To ratify the appointment of Helen Jones and Michael Lowe as Part Time Museum Assistants in accordance with the advertised hours and SCP.

The meeting closed at 9.10pm



Town Mayor



Date

