

## MINUTES

Minutes of a meeting of the **COUNCIL** held in the Guildhall, Mill Street, Ludlow on **MONDAY 19<sup>th</sup> JUNE 2017** at **7.00 PM**.

### **FC/62     PRESENT**

Chairman:                     Mayor Gill

Councillors:                 Clarke; Cobley; Jones; Garner; Lyle; Paton; Perks; Pote; Sheward.

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

### **FC/63     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/64     APOLOGIES**

Apologies for absence were received from Councillors Ginger and Parry.

### **FC/65     DECLARATIONS OF INTEREST**

#### Disclosable Pecuniary Interests

None Declared

#### Conflicts of Interest

<u>Member</u>	<u>Item</u>	<u>Reason</u>
Councillor Perks	20	Knows the two independent advisors

#### Personal Interests

<u>Member</u>	<u>Item</u>	<u>Reason</u>
Councillor Cobley	9	Friends of Ludlow Assembly Rooms
	10	Friends of Ludlow Hospital
Councillor Garner	11	Involved with the Green Festival
Councillor Gill	9	Friends of Ludlow Assembly Rooms
	10	Friends of Ludlow Hospital
Councillor Jones	10	LTC Representative on the Hospital, Supports the campaign for retaining services
Councillor Lyle	12c	Knows the Director at Mascall Centre

	18	Knows the Manager of Homestart
	20	Knows the two independent advisors
	20c	Knows the owners of Linney House
Councillor Paton	11	Involved in organising the Fringe Festival which uses Events Square
Councillor Perks	14	Member of the War Memorial Group
Councillor Pote	11	Involved with groups who use Events Square

## FC/66 **PUBLIC OPEN SESSION (15 minutes)**

Alison Hiles, Save Ludlow Maternity Unit, reported that she gave birth to a daughter six weeks ago and although this has been planned to be at Ludlow Hospital, the birth took place at home. Ludlow Maternity Unit was closed, her daughter arrived at home with her husband acting as midwife, while waiting for an ambulance. She stated that this was not unusual as in the last three weeks two more babies had been delivered at home, one of which had been quite poorly. She outlined that she was in the initial process of organising a public meeting and would be inviting Hospital Directors, Councillors and she invited Ludlow Town Council to support the meeting, with the Mayor chairing the meeting. She added that it was now getting difficult as SaTH were calling for closures of units across the county.

Gill George, Shropshire Defend our NHS, re-iterated Alison Hiles concerns and added that the risks to new mothers was unacceptable, and it was only a matter of time until a tragedy occurred. She highlighted that the Maternity Unit was currently closed for a week and the closures were becoming routine. She confirmed that she had spoken to the Authority who had confirmed that the closure of the Ludlow Unit was to cover sickness/absence at the Telford Maternity Unit.

In her opinion, Ms George stated that she felt that the Trust should employ enough staff or turn to a solution of bank/agency staff till the situation could be resolved, instead of forcing random closures at Ludlow and across the county.

At a meeting today she reported that a document had been removed from the Trusts website which had stated that if the Maternity Unit was closed at Ludlow, antenatal care would still be provided. However, antenatal services had also been cancelled.

She requested any support from the Town Council would be welcomed and any letters the Town Council were able to write, requesting safe services for all women, would also be welcomed.

Hilda Roberts, Castle House. Ms Roberts expressed her concerns that over the weekend motorbikes were blocking access to her residence and if emergency services had been required they would not have been able to gain access. She asked for clarification on who was responsible for what area on that is known as Events Square.

**FC/67**     **UNITARY COUNCILLORS SESSION**

Andy Boddington, Ludlow North – Councillor Boddington sympathised with Ms Roberts and pointed out that motorbikes had been an issue on Events Square for some time now but had reached a point where they were excessive. He added that if events were on the space then the motorbikes were displaced and often they just moved across the square and blocked up other areas. He stated that he had spoken to them several times with no success and he had even witnessed a biker lift tape on a cordoned area and still park on Events Square. He highlighted that ownership of the area was complex as it involved three parties namely, Ludlow College, Shropshire Council and Ludlow Town Council.

He thanked the Town Council for organising the two minutes silence for the Grenfell Tower tragedy. However, he was aware that with the location of the Peace Memorial traffic was still progressing in and out of the car park and informed Council that he had requested two temporary road closure signs. Turning to Emergency Planning Councillor Boddington stated that this was something which would need resolution quickly. Shropshire Council he added were still not as proactive as he would like and this plan may fall to local organisations, such as the Flood Forum and Friends of the Teme Weir, who had more local knowledge.

Councillor Boddington advised Council that he was in discussions with Highways at Shropshire Council regarding road closures. He highlighted that Upper Galdeford was due to be closed for 10 days, after the 10 day closure at Onibury and then a four week closure of the railway. He added that he had raised concerns especially as this was during the peak tourist season, which Ludlow depended on, and had been told that this was at the convenience of contractors and also not to disrupt the school run.

Turning to disruptions Councillor Boddington pointed out that he had received complaints from residents about the road closure shortly for the 10k race in Ludlow, which would be in the evening of the 8<sup>th</sup> July from 6pm-10pm. He stated that he welcomed events like this as the Town could not solely rely on the Food Festivals to bring in tourists.

**FC/68**     **OPEN MINUTES – 10<sup>th</sup> MAY 2017****RESOLVED (unanimous) RJ/AC**

That subject to the following amendments:-

FC/06 – Declaration of Interests

Pecuniary

Cllr Perks Item 22 – reason to be replaced with, “wished to be excluded from the decision making process as pending a reply to a complaint”

Conflict

Cllr Perks Item 26 – reason to be replaced with – “Knows two of the recipients”

FC/31

Resolution – that Councillor Jones be replaced with Councillor Lyle.

and a small typographical error, the open minutes of the Council meeting held on the 10<sup>th</sup> May 2017, be approved as a correct record and signed by the Chairman.

**FC/69**      **CLOSED MINUTES – 10<sup>th</sup> MAY 2017**

**RESOLVED (unanimous) RJ/CS**

That the closed minutes of the Council meeting held on the 10<sup>th</sup> May 2017, be approved as a correct record and signed by the Chairman.

**FC/70**      **MINUTES – ANNUAL TOWN RESIDENTS MEETING – 24<sup>TH</sup> APRIL 2017**

**RESOLVED (unanimous) AC/RP**

That subject to a minor typographical errors, the minutes of the Annual Town Residents meeting held on the 24<sup>th</sup> April 2017, be approved as a correct record and signed by the Chairman.

**FC/71**      **ITEMS TO ACTION**

**RESOLVED (unanimous) RJ/DL**

That the Items to Action be noted.

**FC/72**      **PRESENTATION CIVIC AWARD**

The Mayor read the citation for the Civic Award for Mr D Mulliner (a copy of which has been attached to these minutes) and invited Mr Mulliner forward to receive it.

Mr Mulliner thanked the Town Council for the award, which he said he accepted on behalf of the Ludlow Twinning Group. He informed Council that the Twinning Group celebrated its 30<sup>th</sup> anniversary this year with celebrations taking place in La Ferte Mace. He stated that Ludlow Council had originally initiated twinning with La Ferte Mace and thanked the Town Council for its support over the years.

**FC/73 PRESENTATION FROM LUDLOW ASSEMBLY ROOMS**

This item has been deferred until a later meeting.

**FC/74 INTERNAL AUDITOR'S REPORT****RESOLVED (unanimous) RJ/MC**

That the Internal Auditors report be adopted.

**FC/75 ANNUAL RETURN – GOVERNANCE STATEMENT (SECTION 1)****RESOLVED (9:0:1) RJ/AC**

That in accordance with the Audit and Accounts Regulations the Annual Return Governance Statement (Section 1) be approved.

**FC/76 ANNUAL RETURN – GOVERNANCE STATEMENT (SECTION 2)****RESOLVED (9:0:1) RJ/MC**

That in accordance with the Audit and Accounts Regulations the Annual Return Governance Statement (Section 2) be approved.

**FC/77 LUDLOW HOSPITAL UPDATE**

Councillor Perks pointed out that the Town Council had already invested time in supporting the groups but queried whether any response had been received from letters written in January. The Town Clerk continued that the matter was ongoing and that Jo Banks, Women & Children's Care Group, Shrewsbury and Telford Hospital had confirmed that she would provide information when possible.

The Mayor stated that he shared the concerns of residents and Councillors but the matter was complex, which led to miscommunication from the Trust. Councillor Sheward agreed with the Mayor, adding that the sickness cover and absence had to be addressed at Telford hospital and the Trust had put forward that the Telford Maternity Unit needed to be open at all costs. He warned of making assumptions and that all the factors could not be lumped together, in reality the Town Council only had limited information regarding the situation.

**RESOLVED (unanimous) GP/EG**

That Jo Banks, Women & Children's Care Group, Shrewsbury and Telford Hospital be invited to a future Council meeting to provide an update.

**FC/78     RESOLVED (Unanimous) GP/RP**

That Mrs Hiles is thanked for her presentation and the Town Clerk is given authority to discuss ways of support for the campaign.

**FC/79     EVENTS SQUARE**

**RESOLVED (unanimous) GP/MC**

That the Town Clerk is authorised to investigate the options with Shropshire Council Officers to consider a Traffic Regulation Order (TRO) that might be suitable for Ludlow including exemptions that permit cultural events and street trading to take place.

**FC/80     RESOLVED (unanimous) MC/EG**

That the Town Clerk is authorised to clarify the costs involved in creating a Traffic Regulation Order (TRO) suitable for Ludlow; and the liability of these costs.

**FC/81     SUSPEND STANDING ORDERS**

**RESOLVED (unanimous) RJ/TG**

That Standing Order 6 month rule be suspended in order to reconsider the item regarding Committee Membership.

**FC/81     COMMITTEE MEMBERSHIP**

**RESOLVED (unanimous) MC/RP**

That:-

- i) Councillor Garner becomes a Member of Services, Policy & Finance, Staffing & Appeals Committees and a Member of the Town Plan Working Group.
- ii) Councillor Lyle becomes a Member of the CCTV Working Group.

**FC/82     REPRESENTATIVES ON OUTSIDE BODIES**

**RESOLVED (unanimous) GP/TG**

That

- i) Councillor Garner becomes a Representative on St Laurence Vision Project and the Shropshire Hills & Ludlow Tourism Destination Partnership; and

- ii) Councillor Garner becomes a joint Representative on the South Shropshire Youth Partnership, South Shropshire Youth Forum, Ludlow Area Youth Partnership

**FC/83 RE-INSTATE STANDING ORDERS**

**RESOLVED (unanimous) RJ/DL**

That Standing Orders be re-instated.

**FC/84 LETTER FROM LUDLOW MASCALL CENTRE**

**RESOLVED (unanimous) RJ/AC**

That the letter from the Ludlow Mascall Centre be noted.

**FC/85 CORRESPONDENCE FROM PHILIP DUNNE MP**

**RESOLVED (unanimous) GP/MC**

That the letters from Philip Dunne MP be noted.

**FC/86 KEEP OUR SHROPSHIRE HISTORY ALIVE**

**RESOLVED (unanimous) TG/DL**

That £300 from the Annual and Project Supports Grant Budget is awarded to 'Keep our Shropshire History' alive for 2017-18.

**FC/87 ACTIONS FROM THE ANNUAL TOWN RESIDENTS MEETING 24<sup>TH</sup> APRIL 2017**

The Town Clerk outlined the actions following questions/requests from residents at the Annual Town Residents Meeting on the 24<sup>th</sup> April 2017.

Councillor Sheward advised Council that he had researched buses in relation to idling engines and pollution. He said that some Councils had adopted the 2002 Vehicle Emissions Act, Shropshire Council however, had not. He explained that the Act gave Enforcement Officers powers to educate bus/coach drivers and if they failed to comply, if necessary, spot fines could be issued. Areas where this had been successful were the Black Country. He added that there was a pollution monitoring device in the Bull Ring in Ludlow but this had been switched off in 2015 and he had been told by Shropshire Council that this was because the readings were acceptable.

Councillor Perks suggested that the Town Clerk write to all the bus and coach companies that visited Ludlow and also contact the Chamber of Commerce, who were encouraging tourism in Ludlow. Councillor Sheward replied that this option was not practical or feasible given the variety of buses and coaches visiting Ludlow. A spot check on one day identified 30 different companies and in his opinion a different approach than this was needed.

Following a question from Councillor Lyle, the Town Clerk responded that unaudited figures had been provided some years ago to the residents at the Annual Town Residents meeting. However, the information provided had not been complete and this posed credibility problems when the inevitable end of year amendments were made.

Electors however were able to come and view the Town Council's finance for 30 days after the Annual Return was signed and quarterly financial figures were also available at the Policy & Finance Committee meetings. She explained that the Town Council statutorily had to have the Annual Town Residents Meeting between April and June and it was impossible to schedule the auditing of the accounts for a copy of the audited finances for the Residents meeting.

**FC/85     RECOMMENDATIONS FROM POLICY & FINANCE 12<sup>th</sup> JUNE 2017**

***PF/11   END OF YEAR CARRY FORWARDS***

***RECOMMENDED (8:0:1) AC/TG***

*To approve the carry forward budgets from 2016/17 to 2017/18*

***PF/14   CONFIDENTIAL WASTE DISPOSAL***

***RECOMMENDED (unanimous) GP/AC***

*To approve the increased budget and change of supplier to Evastore*



**RESOLVED (Unanimous) AC/TG**

That the recommendations from the Policy & Finance Committee meeting held on the 12<sup>th</sup> June 2017 be approved:

**END OF YEAR CARRY FORWARDS**

To approve the carry forward budgets from 2016/17 to 2017/18

**CONFIDENTIAL WASTE DISPOSAL**

To approve the increased budget and change of supplier to Evastore

**FC/85 RECOMMENDATIONS FROM SERVICES COMMITTEE 5<sup>th</sup> JUNE 2017**

**S/13 LUDLOW MARKET**

**RECOMMENDED (5:3:1) MC/GP**

- i) *To approve the Calendar of Events market timetable for 2017/18 because it enables all users of the market, namely Town Council market traders, Local to Ludlow market traders, Antiques market traders, Tinsel Tuesday market traders to complete their trading prior to Christmas.*
- ii) *To refuse the proposal to put up temporary stalls on Events Square because of an unacceptable financial and H&S risk for the Town Council.*

**RESOLVED (5:1:4) MC/GP**

That the recommendations from the Services Committee meeting held on the 5<sup>th</sup> June 2017 be approved:

**LUDLOW MARKET**

To approve the Calendar of Events market timetable for 2017/18 because it enables all users of the market, namely Town Council market traders, Local to Ludlow market traders, Antiques market traders, Tinsel Tuesday market traders to complete their trading prior to Christmas.

**FC/86 RESOLVED (unanimous) MC/GP**

To refuse the proposal to put up temporary stalls on Events Square because of an unacceptable financial and H&S risk for the Town Council.

**FC/87 COMMITTEE & WORKING GROUP MINUTES**

**Representational Committee 3<sup>rd</sup> May 2017**

**RESOLVED (unanimous) CS/DL**

That the minutes from the Representational Committee held on 3<sup>rd</sup> May 2017 be received.

**FC/88 Representational Committee 31<sup>st</sup> May 2017**

**RESOLVED (unanimous) CS/DL**

That the minutes from the Representational Committee held on 31<sup>st</sup> May 2017 be received.

**FC/89 Services 5<sup>th</sup> June 2017**

**RESOLVED (9:0:1) MC/GP**

That the minutes from the Services Committee held on 5<sup>th</sup> June 2017 be received.

**FC/90 Staffing & Appeals 5<sup>th</sup> June 2017**

**RESOLVED (9:0:1) RJ/AC**

That the minutes from the Staffing & Appeals Committee held on 5<sup>th</sup> June 2017 be received.

**FC/91 LETTER OF THANKS FROM HOMESTART**

**RESOLVED (Unanimous) RJ/TG**

That the letter from Homestart be noted.

**FC/92 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) TG/MC**

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

The meeting closed at 9.30pm

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Town Mayor

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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 19<sup>TH</sup> JUNE 2017** at **7:00PM**

### **FC/93     TOWN WALLS UPDATE**

8.55 pm   Cllr Perks left the meeting.

**RESOLVED (unanimous)   MC/CC**

That:-

- i)       The background information is noted;
- ii)      The project is progressed and a Structural Engineer is appointed with the support from the Town Walls Trust and the independent Heritage & Planning Consultant.

### **FC/94     EXTENSION OF THE MEETING**

**RESOLVED (unanimous)   MC/TG**

That the meeting be extended for 30 minutes.

### **FC/95     JOINT FUNDING LETTER**

9.01pm   The Town Walls Trust Representative and independent Heritage & Planning Consultant left the meeting.

**RESOLVED (unanimous)   TG/CS**

That:-

- i)       Advice is sought from the Town Walls Trust regarding funding applications.
- ii)      A single item application for the Town Walls is made to the HLF.

### **FC/96     SUSPEND STANDING ORDERS**

**RESOLVED (unanimous)   TG/RJ**

That Standing Order 6 month rule be suspended in order to reconsider Committee Membership.

**FC/97**    **COMMITTEE & WORKING GROUP MEMBERSHIP**

**RESOLVED (unanimous)    EG/CS**

That a Town Walls Working Group is formed for the duration of the project;

**FC/98**    **RESOLVED (unanimous)    EG/CS**

That Councillors Gill, Sheward and Ginger, along with the Town Clerk, the Representative from the Town Walls Trust and the independent Heritage & Planning Consultant are Members of the Town Walls Working Group.

**FC/99**    **RE-INSTATE STANDING ORDERS**

**RESOLVED (unanimous)    TG/MC**

That Standing Orders be re-instated.

**FC/100**    **LINNEY HOUSE**

**RESOLVED (unanimous)    MC/TG**

That:-

- i)     Advice is sought from the Town Council's Solicitor;
- ii)    Councillor Sheward's offer to search the archives at Shropshire Council is accepted.

The meeting closed at 9.20pm

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Town Mayor

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Date