



MINUTES

Minutes of a meeting of the **COUNCIL** held in the Guildhall, Mill Street, Ludlow on **MONDAY 27th JANUARY 2020 at 7.00 PM.**

FC/264 PRESENT

Chairman: Councillor Pote

Councillors: Cobley, Clarke, Garner; Ginger; Lyle, Naysmith, O'Neill, Parry; Perks, Sheward and Smithers (from 7.05pm).

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

FC/265 HEALTH & SAFETY

The Deputy Mayor informed Councillors and members of the public of the fire exits, fire assembly point and asked that everyone sign the attendance log.

FC/266 RECORDING OF MEETINGS

The Deputy Mayor informed Council and the public that under the Openness of Local Government Regulations 2014, recording and broadcast including blogging, tweeting and other social media was permitted during the public session of Council meetings. He stated that the act of recording and broadcast must not interfere with the meeting.

He added that the Council understood that some members of the public may not wish to be recorded and asked that they make this known immediately.

FC/267 APOLOGIES

Apologies were received from Councillors Gill and Jones.

FC/268 DECLARATIONS OF INTEREST

Disclosable Pecuniary Interests

None.

Conflicts of Interest

<u>Member</u>	<u>Item</u>	<u>Reason</u>
Cllr Cobley	12	Allotment Holder

	14	Friends of Ludlow Assembly Rooms
	17a&b	Son-in-law works for Police
Cllr Garner	15	LTC Rep for Ludlow Destination Partnership
Cllr Parry	14	Volunteer Steward at LAR
	18	Joint project with LIB and Working Together Ludlow in Bloom
Cllr Perks	12	Member of the Ludlow War Memorial Group Repairs/Restoration to LTC memorial benches
Cllr Pote	15	Involved with the campaign
Cllr Sheward	18	Registered Friend of Working Together

Personal Interests

<u>Member</u>	<u>Item</u>	<u>Reason</u>
Cllr Lyle	13a	Resident at Sidney Road
	14	Regular user of LAR
	15	Knows the Rep of Chamber of Trade & Commerce
Cllr Parry	15	Knows the Rep of the Chamber of Trade & Commerce
		Receives funding from Chamber of Trade & Commerce in relation to LIB
Cllr Perks	18	Volunteer at Working Together
	19b	Knows members of the Town Concert Band

FC/269 PUBLIC OPEN SESSION (15 minutes)

There were five members of the public present.

Treasurer and Committee Member of the Ludlow Chamber of Trade & Commerce (LCTC) – The Representative from the LCTC stated that the Group had reviewed the proposals for the Parking Prohibition Order. Although the Group would have liked more time to review the proposals they wished to make several comments.

One; The Chamber welcomed the proposed no loading 10am -2pm 7 days a week on the existing no waiting area of Post Office Square, this they felt would reduce the number of unsightly vans and lorries during high volume pedestrian periods making the area a safer and more pleasant space.

Two; The Chamber welcomed the proposed no waiting and loading 10am -2pm 7 days a week on the rest of market square and events square, this would reduce the number of unsightly cars, and vans parked during the day and evening in what should be a zone free of vehicles and a pleasant space to walk through, have local events free from the hassle of cars/motorbikes etc. and enjoy the centre of our market town including the approach to Ludlow Castle and other significant buildings of historical merit.

Three; The Chamber does not see the need to introduce one way traffic on Church Street and Harp Lane as it currently has no existing problems with

vehicles. The signage regarding this would be highly obtrusive in a historically sensitive part of town.

Four; The Chamber would welcome more modest signage that would be in keeping with the nature of the historical centre of Ludlow.

FC/270 UNITARY COUNCILLORS SESSION

Councillor T Huffer, Ludlow East – Councillor Huffer explained that she had sent in a question ahead of the meeting. She explained that the asset of community value status for Ludlow Youth Centre expired on 12th May 2020. An application for renewal will need to be submitted by early March. In a paper published last July, Shropshire Council had outlined proposals to sell off any of its assets that do not make sufficient financial return. No specific proposals had been made for the Youth Centre and she said that Youth Services are not expecting one. However, with the changes to youth services proposed by Shropshire Council, she was concerned about the future of one of Ludlow's main community assets.

Councillor Huffer asked what plans the Ludlow Town Council had to renew the Youth Centre's status as an asset of community value.

The Town Clerk responded by saying Ludlow Town Council previously made the application for Ludlow Youth Centre to be available for Community Asset Transfer without making any commitment to take any further action. **The matter would therefore need to be brought back to Council.**

Turning to Youth provision Councillor Huffer pointed out that Shropshire Council had withdrawn current funding, but was intending to provide six youth workers throughout the County. There would be one for South Shropshire covering Bishops Castle, Bridgnorth and Ludlow, which in her opinion was unviable. She added that a few Unitary Councillors felt that this should be called in at Shropshire Council due to discrepancies in the consultation and the Task and Finish Group. If this happened and the issue went back to Cabinet she asked for support from the Town Council.

She emphasised that due to the major changes in funding the Town Council would be looked to pick up the funding. She urged the Town Council to put its concerns in writing to Shropshire Council, as 15 years of hard work for youth services in Ludlow could simply be lost.

Following a question from a Member, Councillor Huffer confirmed that the funding required to provide a Friday Night Youth Club was at least £15,000 annually, although she did not all the figures with her. She added that the Town Council already supported the Ludlow Young Health and the Ludlow Area Youth Partnership which support she hoped would continue. However, with the reduction in funding South Shropshire Youth Forum could cease to exist. She also confirmed that the Ludlow Area Youth Partnership was paying rent to Shropshire Council for use of the Ludlow Youth Centre.

Councillor Huffer agreed to liaise with the Town Clerk regarding budgets and financial requirements because the Town Council had not received information on the financial implications of Shropshire Council's changes to youth services, and had made no provision in the 2020 /2021 budget.

Councillor A Boddington, Ludlow North – Councillor Boddington commented that it would shortly be the seventh anniversary of the collapse of the town walls bordering St Laurence's churchyard. He asked when would the needed funding be in place, when the work would commence and when would it be complete.

The Town Clerk responded by saying since the conclusion of the ownership debate between the Town Council, Shropshire Council and the St Laurence's Parochial Church Council (PCC), it was agreed that, led by Ludlow Town Council, all the parties would work together to manage the necessary repairs and maintain this part of the ancient walls for the benefit of the people of Ludlow.

In terms of planning for the repair of the collapsed section, Ludlow Town Council had worked with the owner St Laurence's PCC to facilitate the process, and consulted with Historic England and the Town Walls Trust to draw on their expertise.

A key stage had been the tendering for, and the appointment of a lead consultant/ structural engineer. The Morton Partnership had been appointed, and they had prepared a scoping report, which had been approved by the Town Council, and the cost of the works had been covered by the Town Council borrowing £38,545.00 from the Public Works Loans Board. The loan was approved by the Department for Communities & Local Government in May 2019.

The scoping work was progressing. Ecological Surveys had been undertaken, vegetation had been cleared, and a Historic Desk Based Study was underway. Preparations for the site measurement survey had caused a delay, however, the contractor had now been appointed. The netting would be removed on Friday this week, with the survey taking place from Monday the following week.

The scoping work she explained was the groundwork for the permanent engineered solution. The cost of the permanent solution would not be known until the scoping work is complete. Ludlow Town Council would consider the options for financial support that may be available from Historic England and other sources. There would be further public consultation during this process.

Councillor Boddington then referred to the parking charges review one year on, imposed by Shropshire Council. He had had an energetic discussion that the paperwork was not ready and he had requested that this meeting would be deferred until March. He was awaiting a response from the Chief Executive.

Turning to the parking issues on the Market Square and town centre, Councillor Boddington stated he felt the proposals were overkill. He suggested that the issues could simply be resolved by planters and bollards being strategically placed. He demonstrated the size of the signage that would be erected, which he thought in his opinion was inappropriately large, and that residents did care about the visual impact on their heritage and historic buildings. He finished by stating that he felt that the Town Council did not need to worry about the one way system on Church Street or Harp Lane.

Councillor V Parry, Ludlow South – Councillor Parry informed the Council that the 490 bus from Ludlow to Hereford had been discontinued. She asked if this could be investigated as it had been reported that the service had not been of any benefit. She disagreed as a study had been undertaken and had highlighted the increased in tourism and footfall in Hereford.

She commented that she agreed with Councillor Boddington over the size of the proposed parking signage. However, she addressed Councillor Boddington regarding his comment over LIB planters being used as a parking solution, commenting that there was no sufficient LIB funds to provide additional planters.

Finally she said that a letter would be sent to the MP asking why the new lift had not been installed at the Railway Station.

FC/271 MINUTES – FULL COUNCIL 9th DECEMBER 2019

RESOLVED (9:0:3) RP/GG

That the open and closed minutes of Full Council on the 9th December 2019 be approved as a correct record and signed by the Chairman.

FC/272 ITEMS TO ACTION – 9th DECEMBER 2019

The Chair thanked the staff for their work.

RESOLVED (10:0:2) RP/CS

That the Items to Action be noted.

FC/273 PRESENTATION FROM SHROPSHIRE COUNCIL OFFICERS PROPOSED PROHIBITION PARKING ORDER CASTLE SQUARE

The Deputy Mayor made a statement to introduce the proposals. He invited the Transport Commissioner from Shropshire Council and Officer from Parking Services to make their presentation.

The Officer for Traffic Management referred to the briefing note and diagrams received by all councillors within the Town Council agenda papers. He stated

that Shropshire Council was keen to progress the matter with Ludlow Town Council.

There was considerable debate around the table regarding the proposals with a frank exchange of opinions.

Members raised concerns regarding the restricted loading times, the one-way system for Church Street and Harp Lane, along with the size of the signage and traffic egress from Post Office Square, by Betfred and to Pizza Express.

A motion was put forward that Shropshire Council's proposals be approved.
VP/CS

A counter proposal was made that the proposals put forward that Shropshire Council's proposals be rejected.

The counter proposal was voted on first:

FC/274 RESOLVED (7:4:1) GG/MC

That Shropshire Council's proposals be rejected.

8.18 pm Councillor Sheward left the meeting.

FC/275 MOTION NOT CARRIED MC/GP (4:6:1)

That the meeting move onto the next item of business.

8.36pm - Councillor Smithers left the meeting.

8.38pm – Councillor Smithers re-joined the meeting.

FC/276 PARKING, CASTLE SQUARE

RESOLVED (8:2:1) VP/RP

FOR: AC, EG, DL, RN, SO, VP, GP, RP

AGAINST: MC, GG

ABSTENTIONS: JS

That an informal meeting is arranged between Town Council and Shropshire Council Officers to facilitate discussion of the parking issues on Events Square, Market Square and Post Office Square.

8.39pm - Councillor Sheward re-joined the meeting.

FC/277 FAIRTRADE FORTNIGHT

The Town Clerk confirmed that this item was deferred until another meeting.

FC/278 COMMITTEE RECOMMENDATIONS - SERVICES COMMITTEE 13TH JANUARY 2020

S/124 THE PUBLIC SECTOR BODIES (WEBSITES AND MOBILE APPLICATIONS) (NO.2) ACCESSIBILITY REGULATIONS 2018

RECOMMENDED (Unanimous) GG/MC

To approve the expenditure of £2,700 from the contingencies budget to create a robust website with good durability.

RESOLVED (10:0:2) RP/MC

To approve the expenditure of £2,700 from the contingencies budget to create a robust website with good durability.

FC/279 COMMITTEE RECOMMENDATIONS – POLICY & FINANCE COMMITTEE JANUARY 2020

PF/99 ACTUARIAL PENSION VALUATION

RECOMMENDED (Unanimous) AC/EG

That the Council pay the deficit contributions including the potential McCloud impact of £11,300 in 2020/21; £11,700 in 2021/22; and £12,200 in 2022/ 23.

RESOLVED (10:0:2) RP/AC

That the Council pay the deficit contributions including the potential McCloud impact of £11,300 in 2020/21; £11,700 in 2021/22; and £12,200 in 2022/ 23.

FC/280 BUDGET & PRECEPT

The Deputy Mayor thanked the Budget Task & Finish Group and the Town Clerk for their hard work to improve the way the town council's finances are communicated to the public.

RESOLVED (11:0:1) GG/GP

- i) To approve the precept of £612,740.00 for 2020 / 21;
- ii) To approve the £920,582.00 budget for 2020 / 21;
- iii) To approve the new projects as identified in 1.6 to upgrade Henley Road Cemetery and cemetery paths; Linney Phase II – restoration of existing buildings to facilitate boating, and refreshments; and Staffing Structure Review.

FC/281 CREATION OF TOWN GREEN AT SIDNEY ROAD

The Town Clerk explained that the process to create the Town Green at Sidney Road, and for Connexus to transfer the Town Green to the Town Council had commenced. Connexus had been informed of Town Council's agreement to the Heads of Terms for the conditional contract. The Town Council Solicitor had been instructed, and Connexus were in the process of instructing their solicitor.

She informed members that two areas of land were being proposed by Connexus for the Town Green. There was an anomaly in the ownership of one of the areas of land. It was hoped that the process of creating the Town Green, Shropshire Council would be able to transfer the whole area to the Town Council. At present the whole area of grass is cut at the same time, and it would therefore be anticipated by residents that the Ludlow Town Council would do the same.

RESOLVED (11:0:1) RP/DL

To receive the information

FC/282 RESOLVED (unanimous) RP/GG

To approve the areas proposed by Connexus as the land for Sidney Road Town Green.

FC/283 COMMUNITY ASSET TRANSFER (CAT) LEASE – LUDLOW ASSEMBLY ROOMS**RESOLVED (unanimous) GG/GP**

That the Ludlow Assembly Rooms are asked to provide an update on the progress of the lease.

FC/284 LOVE LUDLOW CAMPAIGN**RESOLVED (unanimous) CS/GP**

To approve a one off 'founder' contribution of £50 for the Love Ludlow Campaign to promote tourism in Ludlow.

FC/285 RE-FILL SCHEME**RESOLVED (11:1:0) RP/CS**

To publicise the opportunity for a local organisation to set up a refill scheme.

FC/286 CCTV PHASE II AND II UPDATE

CCTV Phase I

The Town Clerk explained that an electrician had been engaged to undertake the preliminary works later this week, and once this was done the main contractor would be able to install the new cameras and transmitters.

CCTV Phase II Funding

The Town Clerk confirmed that a grant offer of £13,853.00 had been made by the Police Crime Commissioners Office, and had been approved and accepted on behalf of Ludlow Town Council by Shropshire Community Safety Partnership.

RESOLVED (unanimous) RP/DL

That the information is received.

FC/287 WORKING TOGETHER

RESOLVED (unanimous) RP/CS

That the newsletter be noted.

FC/288 FEEDBACK PROJECT SUPPORT GRANT APPLICATIONS

RESOLVED (unanimous) RP/DL

To note the feedback provided by the recipients of Ludlow Town Council grants, and that all recipients of grants are required to provide feedback as a condition of the award of the grant.

FC/290 COMMITTEE & WORKING GROUP MINUTES

RESOLVED (unanimous) RP/AC

That the minutes of Policy & Finance Committee meeting on the 2nd December 2019, the minutes of the Services Committee on 13th January 2020, Representational Committee 13th November, 11th and 18th December 2019 and Staffing Committee minutes 15th January 2020 be received.

FC/291 EXTENSION OF THE MEETING

RESOLVED (unanimous) RP/GG

That the meeting be extended by 15 minutes.

FC/292 BOLLARDS ON THE MARKET SQUARE

RESOLVED (unanimous) GG/GP

That further information exploring the workability of a revised system of bollards and chains, and the financial implications is brought to a future meeting of Council.

9.05pm Councillor Perks left the meeting.

FC/293 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) RP/DL

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

The meeting closed at 9:13 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 27th JANUARY 2020** at **7:00PM**

FC/294 **CCTV LICENCE**

RESOLVED (unanimous) RP/GG

That subject to the following amendments, the licence drawn up by the Solicitor be approved:-

- i) Amend Shropshire Police to West Mercia Police
- ii) To confirm the use of “will” and “shall” in 2.5 with the solicitor
- iii) To amend “Town Mayor” to “Town Council” in 14.1.2
- iv) To amend “no confer” with “not confer” in 16.4

The meeting closed at 9.13 pm

Town Mayor

Date