



MINUTES

Minutes of a meeting of the **COUNCIL** held in the Ludlow Conference Centre, Ludlow on **MONDAY 5th SEPTEMBER 2011** at **7.00PM**

FC/157 **PRESENT**

Chairman: Councillor Aitken, Mayor

Vice-Chairman: Councillor Wilcox, Deputy Mayor

Councillors: Davies; Glaze; Leyton-Purrier; McCormack; Newbold; Parry; Pope; Pound; Smithers

Officers: Veronica Calderbank, Town Clerk;
Lucy Morgan, Secretary

FC/158 **PRAYERS**

The Mayor welcomed the Ven. Colin Williams and invited him to lead the Council in prayers.

FC/159 **APOLOGIES**

Apologies for absence were received from Councillors Callender, Hunt, Jackson and Mitchell. Also Councillor Wilcox apologised as he would be late for the meeting.

FC/160 **DECLARATIONS OF INTEREST**

In accordance with the terms of the Local Authorities (Model Code of Conduct) (England) Order 2007 issued under Section 51 of the Local Government Act 2000 Members declared interests as follows:

Personal Interests

<u>Member</u>	<u>Item</u>
A. Pope	Ludlow Town Band
V. Parry	Queen's Diamond Jubilee Committee
J. Aitken	Queen's Diamond Jubilee Committee
J. Wilcox	St. Laurence's Church

Prejudicial Interests

	<u>Member</u>		<u>Item</u>
A. Pope		A-Boards	

FC/161 PUBLIC OPEN SESSION (15 minutes)

There were six members of the public and press present.

Mr G. Ginger, 5 Corve Street, pointed out that though there had been a considerable number of representations against the shelter, there had been no members of the public present at any meeting or letters submitted in favour of the shelter except for the original applicant, who has not attended either. He added that the shelter would become a focal point for smoking and anti-social behaviour.

Mr P. Thornycroft representative of Mr P. Haslam-Foxe, joint owner of Palmers House, Corve Street, expressed his concerns with regards increasing pedestrians crossing the entrance to the private car park at the rear of Palmers House. As there were already health and safety issue with regards to vehicles entering and exiting the car park. He went on to say that Corve Street was the 2nd most important Georgian street in the town and a shelter would be out of character. In addition to the current bench, bin, post box and phone box the shelter would take up the whole frontage of the building. He stated that only the ground floor was vacant and prospective tenants had stated that they would not proceed with the tenancy if the shelter went ahead. He added that his client would be disappointed if the shelter was placed on any part of Corve Street.

FC/162 UNITARY COUNCILLORS SESSION

Unitary Councillor M. Taylor-Smith, Ludlow South, passed on apologies from Councillor R. Taylor-Smith who was unable to attend the meeting.

On behalf of Councillor R. Taylor-Smith, he informed Members that the next Local Joint Committee was on the 20th October 2011 at 7.00pm in Richards Castle Village Hall, the meeting would include an update on Ludlow hospital. She was delighted with the bandstand loan and considering the representations against the Corve Street shelter the Unitary Councillors were against the project.

Councillor M. Taylor-Smith stated that in the last eighteen months Shropshire Council had invested £400,000 on the highways in and around Ludlow including resurfacing/repair works to the major routes into the town.

Regarding the Town Plan he congratulated the Town Council on the document and was delighted to see that it was being updated. He added that the transport hub and the proposed roundabout at Weeping Cross Lane projects were now dead. Also following the nine month parking consultation, fees were set for the next three years at inflation plus 4%, now applied to all county market towns.

FC/163 PUBLIC OPEN SESSION FEEDBACK (15 minutes)

The Town Clerk stated that all questions had been answered at the previous meeting.

FC/164 MINUTES

a) 5th May 2011

The Town Clerk stated that the issue of toilet coin boxes would be considered at a future Council meeting.

Councillor Wilcox entered the meeting at 7.22pm

RESOLVED (Unanimous)

That the minutes of the Annual Town Residents meeting held on the 5th May 2011, subject to the insertion of Councillor Pope's apologies for absence, be approved as a correct record and signed by the Chairman.

FC/165 a) 8th August 2011

RESOLVED (9:0:2)

That the minutes of the Council meeting held on the 8th August 2011, be approved as a correct record and signed by the Chairman.

FC/166 SHELTER ON CORVE STREET

RESOLVED (10:0:1)

That Standing Orders be waived in order to reconsider this issue.

FC/167 Councillor Leyton-Purrier stated that the Council needed to fully appreciate the representations made by the residents of Corve Street, the town was already cluttered with street furniture and maybe the Council could consider other locations that do not impact on listed buildings.

Councillor Pound stated that though this was the safest position for a bus stop/shelter in the area it would be used as a smoking shelter. Councillor Davies added that as the funding was available the Town Council should take advantage of it on behalf of the residents, wherever it is needed most. The Town Clerk stated that although only one request for a shelter had been received it was incumbent upon the Town Council to consider all requests made but they were free to opt for no shelter whatsoever. She reminded them of the most recent letter from the Civic Society.

RESOLVED (8:1:2)

That the Council does not place a shelter on Corve Street.

FC/168 SERVICES COMMITTEE

a) Minutes

RESOLVED (10:0:1)

That the minutes of the Services Committee meeting held on the 18th July 2011, be received.

FC/169 b) Recommendations

TOWN BAND

That the Town Council give an annual grant to the Town Band of £500 without restriction as to what it could be used for.

Councillor Pope left the meeting at 7.38pm

Councillor Smithers stated that there had be several attempts to restart the Ludlow Town Band without success, therefore the Council should support the current band for all their hard work and attendance at Remembrance Sunday and Civic Events.

RESOLVED (Unanimous)

That the Town Council give an annual grant to the Town Band of £500 without restriction as to what it could be used for in payment for the Civic Events it supported.

Councillor Pope re-entered the meeting at 7.41pm

FC/170 ALLOTMENTS – REQUEST FOR BRIDGE

That:-

- i) The Town Clerk be authorised to obtain three quotes for the works;**
- ii) To give assistance to the Wigley Fields Allotment Association in completion of grant funding applications for the bridge; and**
- iii) To give delegated authority to the Town Clerk to offer match funding up to £1,000 for the most suitable bridge.**

The Town Clerk advised that this recommendation had been superseded. She had spoken to the Allotment Association who would prefer to have the bridge offered by Shropshire Council's Countryside Department costing under £500.00

RESOLVED (10:0:1)

That the Town Council pay for a new bridge to be installed at Wigley Field's Allotments by Shropshire Council, at a cost of up to £500.00.

FC/171 REPRESENTATIONAL COMMITTEE

a) Minutes

RESOLVED (10:0:1)

That the minutes of the Representational Committee meetings held on the 26th July and 23rd August 2011, be received

FC/172 b) Recommendations 26th July 2011

SHROPSHIRE COUNCIL PLANNING SUPPORT

To reject the imposition of the Shrewsbury Planning Liaison model on Ludlow for the following reasons:-

- (i) There has been no consultation**
- (ii) Shropshire Council has not produced a report, analysis or reasoned argument to support the imposition of the Shrewsbury Planning Liaison model in Ludlow**

Councillor Smithers explained that currently that Ludlow Conservation Area Advisory Committee met prior to the Representational Committee meetings to consider applications. They are supported by Shropshire Council officers and made up of local individuals and groups. He went on to say that Ludlow was very different to Shrewsbury and relies on its heritage for much of its income, which therefore needs to be protected.

RESOLVED (9:0:2)

To reject the imposition of the Shrewsbury Planning Liaison model on Ludlow for the following reasons:-

- (i) There has been no consultation**
- (ii) Shropshire Council has not produced a report, analysis or reasoned argument to support the imposition of the Shrewsbury Planning Liaison model in Ludlow.**

FC/173 c) Recommendations 23rd August 2011**PARKING IN LUDLOW TOWN CENTRE**

That a meeting be arranged between Ludlow Town Councillors, Shropshire Councillors and officers to discuss issues relation to parking in Mill Street / Castle Street Car Park, signage for the Park & Ride and other car parks and Park & Ride Bus Schedules.

Councillor Wilcox explained that discussions at Representational Committee had highlighted several issues including the Park and Ride, signage, and Market Trader parking. A meeting with Shropshire Council would enable the Council to work on a common policy and settle these issues.

Councillor Parry stated that market traders should be invited to this meeting as it may affect them. Councillor Wilcox suggested that traders could involved at a later stage should changes be sought which would directly affect them.

RESOLVED (6:1:4)

That a meeting be arranged between Ludlow Town Councillors, Shropshire Councillors and officers to discuss issues relating to parking in Mill Street/Castle Street Car Park, signage for the Park and Ride and other car parks and Park and Ride Bus Schedules.

Councillor Wilcox left the meeting at 7.58pm

FC/174 POLICY AND FINANCE COMMITTEE

Councillor Wilcox re-entered the meeting at 8.00pm

RESOLVED (10:0:1)

That the minutes of the Policy and Finance Committee meeting held on the 25th July 2011, be received

FC/175 TOWN PLAN WORKING GROUP

The Mayor stated that following this meeting it was agreed that the Town Plan would have no material implications on next year's budget

RESOLVED (Unanimous)

That the minutes of the Town Plan Working Group meeting held on the 24th August 2011, subject to the insertion of "Councillor Parry" in those Members Present, be received.

FC/176 POLICIES**RESOLVED (Unanimous)**

That the Environmental Policy and Model Publication Scheme be adopted.

FC/177 CALENDAR OF EVENTS

The Town Clerk informed Members that the Calendar of Events was good value for money for advertisers, as the Council produced one hundred thousand copies which were distributed across the country. She went on to say that last years income did not cover the full cost of producing the calendar and she was therefore proposing an increase in the fees.

Councillor Pope expressed her concerns that if the prices were too high advertisers would be discouraged. The Town Clerk stated that there was already a waiting list for the 2012 calendar and that the increased fees were still significantly less than other publications.

Councillor McCormack asked if the Council sought quotes for production of the calendar. The Town Clerk reassured Members that the Council sought quotes for all publications produced.

RESOLVED (10:0:1)

That:-

- i) the proposed Calendar of Events fees for 2012 be approved;
- ii) Calendar of Events costs are reviewed annually.

FC/178 COMMUNICATIONS WORKING GROUP**RESOLVED (Unanimous)**

That the minutes of the Communications Working Group meeting held on the 22nd August 2011, subject to the amendment at minute C/09 (6) replacing "4 days" with "7 days", be received.

FC/179 COUNCIL PROPERTIES

The Town Clerk drew Members attention to the District Valuer's list of Council properties illustrating how much land the Direct Labour Force maintains.

She stated that several historic ownership issues were being investigated and would be reported at the Special Council meeting on property. She went on to say that the issues centred on the Council's transition from Borough to Town Council, it is a complicated matter that encompasses the past Mayor's board and badges. The Town Clerk added that she had received several requests for

use of the Guildhall prior to HMCTS vacating the building (no date has been confirmed).

RESOLVED (Unanimous)

That:-

- i) the Special Property Council meeting be held on the 10th October 2011;
- ii) two Councillors briefings be held on the 5th October 2011, day and evening, to brief Members on properties;
- iii) the Council meeting on 17th October be postponed till the 24th October 2011 and held in the Guildhall with Members in robes and Macebearers present.
- iv) the Guildhall be used by the Historic Research Group for the launch of their book on the building on the 3rd November 2011;
- v) the Guildhall be used by the Queen's Diamond Jubilee Group for a meeting on the 13th October 2011.

FC/180 RESCISSION OF DECISION

It was proposed and seconded and agreed unanimously that standing Orders be waived to reconsider wearing robes (item iii. above) at the first Council meeting to be held in the Guildhall.

RESOLVED (unanimous)

That Standing Orders be waived to reconsider the item iii. above.

Councillor Pope stated that she believed wearing robes and having the macebearers attend an ordinary Council meeting was over the top and could have budgetary implications. Councillor McCormack agreed.

Councillor Leyton-Purrier said that the wearing of robes was traditional and done elsewhere by other Councils. Councillor Parry agreed that in light of the forthcoming Localism Bill the Town Council needed to conduct themselves more formally and inspire respect in the community. Councillor Smithers added that the Town Council had invested in robes for all Councillors and we should make full use of them.

Members considered the matter at length and when a vote was taken five Members were for the proposition and five against, with one abstention. The Mayor decided to exercise his right to a casting vote.

RESOLVED (6:5:1)

That on the 24th October 2011 Councillors wear robes and the Macebearers attend.

The Mayor had the casting vote and the proposal was therefore carried.

FC/181 CCTV

The Town Clerk explained that the quote provided was from the company recommended by Shropshire Council. She said that the Council had resolved to move the monitoring of the CCTV to Shrewsbury but costs had not been discussed. The centre in Shrewsbury is monitored 24 hours a day whereas the Ludlow system is not monitored in real time, only viewed once an incident is reported.

RESOLVED (Unanimous)

That the issue of CCTV be reconsidered by Council with a full report and costings and the site visit be further investigated.

FC/182 PRECEPT

Councillor Pope requested that the Council set a precept figure for the Budget Working Group to aim for. Councillor Smithers suggested working on the same basis as Shropshire Council of inflation plus 4%. The Town Clerk advised that the implications of the previous item would mean a 5.1% precept increase for the CCTV to be moved.

Councillor McCormack stated that she believed the budget needed to be discussed prior to setting a precept to take into account unavoidable increases, future project etc.

Councillor Leyton-Purrier stated that the Council should be looking to a 0% increase, and in light of the current economic climate look to decrease the operating budget by 30-40% to invest more in the town.

The Mayor suggested postponing this decision until the half year figures were available in mid October as these would give a good idea of any trends/ changes that would effect next years budget.

RESOLVED (10:0:1)

That the Budget Working Group works on the assumption of a 0-4% increase in the precept for 2012/13 and brings recommendations to the full Council.

FC/183 PROJECTS UPDATE

The Town Clerk gave an update on projects. She stated that due to the project using volunteers and donations to build the Boxing Club Colin Richards needed a CDM qualification, and this was causing a slight delay to the project.

The Town Clerk went on to say that the Linney ground works were now nearly complete, the jetty had been ordered, a swale installed instead of a ditch and negotiations with Wicksteed were continuing with regards to the play park.

FC/184 REPRESENTATIVES ON OUTSIDE BODIES

The Town Clerk stated that the Youth Forum had asked whether the Town Council would like to have a representative on their Board of Trustees.

RESOLVED (Unanimous)

That the letter from the Youth Forum be circulated to all Members and that any Councillor interested contact the Town Clerk.

FC/185 A-BOARDS

The Town Clerk explained that she had not yet had the opportunity to meet with Steve Brown from Shropshire Council but she asked that Members consider one exception to the policy.

Councillor Pope left the meeting at 8.45pm

RESOLVED (unanimous)

That Standing Orders be waived in order to reconsider this issue.

FC/186 RESOLVED (8:2:0)

That the one large advertising board put up by the Church be treated as an exception with regard to the A-Boards policy.

Councillor Pope re-entered the meeting at 8.49pm

FC/187 VARIATION TO STANDING ORDER 31

The Mayor introduced the report and explained the reasoning.

RESOLVED (9:0:2)

That the amendment to Standing Order 31 be adopted.

FC/188 BANDSTAND/STATIC ART

The Town Clerk informed Members that the Bandstand/Static Art had been offered on loan to the town for twelve months. She stated that she had received several suggested locations including the Linney Park, Weir, Castle Gardens, Castle and Wheeler Road Play area.

Councillor Leyton-Purrier said that it was a cheerful piece and Councillor Smithers added that the Council should take opportunity to show that though Ludlow was a medieval town it is also a modern town.

Councillor Pope stated that in her experience the art piece would not be of any use as a bandstand, but she suggested the Linney may be an appropriate site. Councillor McCormack said she believed the piece was inappropriate to Ludlow. Members considered the liability issues and preferred the Linney as a site.

RESOLVED (6:4:1)

That the Town Clerk investigate the practicalities of siting the static art piece at the Linney Riverside Park and report back to full Council.

FC/189 PRESENTATIONS TO COUNCILLORS

The Town Clerk explained to Members that the Council owned a computer monitor that could be used as a television and she had recently applied for a TV licence. She stated that this report was being presented following a request from Councillor Pound for Television resources for presentations at meetings.

RESOLVED (Unanimous)

That the report be noted.

FC/190 QUEEN'S DIAMOND JUBILEE FIREWORKS

The Mayor referred the Committee to the Council Properties report and the request from the Queen's Diamond Jubilee group that had been missed. He stated that the Group were requesting in advance of next years budget the sum of £4,000 for the provision of a fireworks display over the Jubilee weekend as benefit in kind instead of the £5,000 promised in a cheque.

Councillor Parry queried the site of the display on Whitcliffe Common and stated that a site more central to the town, for example the Gallows Bank Millennium Green, would be more beneficial to the Ludlow community.

Councillor McCormack stated that she believed it was a pity that the money could not be invested in something more long lasting and less polluting.

RESOLVED (9:1:1)

That the Town Clerk write a letter to the Queen's Diamond Jubilee Group asking them to explore the use of Gallows Bank Millennium Green for the fireworks display.

FC/191 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)

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

The meeting closed at 9.09pm.

Town Mayor

Date

N.B. Confidential Minutes will be issued.