



LUDLOW TOWN COUNCIL A G E N D A

To: All Members of the Council, Town Clerk, Assistant Town Clerk, Press
Contact: Veronica Calderbank
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Despatch date: 11th January 2011

POLICY & FINANCE COMMITTEE

You are summoned to attend a meeting of the Policy & Finance Committee to be held in the **Stable Block Meeting Room, Stone House**, Ludlow on Monday 17th January 2011 at 7.00pm

Veronica Calderbank
Town Clerk

Key Agenda Items:

- **Accounts 3rd Quarter**
- **Draft Budget 2011/12**
- **Public Conveniences**
- **Streetlights**

The public may speak at this meeting

In Public Open Session (15 minutes) – Members of the public are invited to make representations to the Council on any matters relating to the work of the Council or to raise any issues of concern.



1. **Apologies**
2. **Declarations of Interests** – Members are requested to declare any personal and prejudicial interests they may have in matters to be considered at this meeting 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
 - a) Declarations of personal interest
 - b) Declarations of prejudicial interest
3. **Public Open Session (15 minutes)** – Members of the public are invited to make representations to the Council on any matters relating to the work of the Council or to raise any issues of concern.
4. **Response to Questions Raised by the Public at the Previous Meeting** – Oral report from the Town Clerk.
5. **Minutes** – To approve as a correct record and sign the minutes of the **POLICY & FINANCE COMMITTEE** meeting held on **MONDAY 8th NOVEMBER 2010**.

ITEM	ATTACHMENT
6. ACCOUNTS COMMITTEE Receive the minutes of the meeting held on:-	
a) 3 rd November 2010	6a
b) 2 nd December 2010	6b
c) 14 th December 2010	6c
d) 5 th January 2011	6d
7. RECOMMENDATIONS FROM SERVICES COMMITTEE Recommendations from Services Committee meeting held on 10 th January 2011	7
8. RECOMMENDATIONS FROM REPRESENTATIONAL COMMITTEE Recommendations from the Representational Committee meeting held on 16 th November 2010	8
9. STAFFING AND APPEALS SUB-COMMITTEE	
a) Receive the draft minutes of the meeting held on the 13 th December 2010	9a
b) Recommendations from Staffing and Appeals Sub-Committee meeting held on the 13 th December 2011 deferred to the next Policy and Finance Committee on the 18 th February 2011	No papers



10.	TOWN PLAN WORKING GROUP	
	To receive:-	
a)	The Notes of the meeting held on the 6 th December 2010	10a
b)	The Agenda for the meeting held on the 13 th January 2011 to which all Councillors are invited	10b
11.	REPORTS FROM OUTSIDE ORGANISATIONS	No papers
	All Members acting as representatives on outside bodies have an opportunity to report back to the Committee on the work of the bodies they have been appointed to.	
12.	ALLOWANCES FOR COUNCILLORS	
	To consider:-	
a)	A report from the Town Clerk	12a
b)	A confidential letter (on yellow paper)	To be tabled
c)	Guidance from NALC	12c
d)	Relevant legislation	12d
e)	Details of an email from Bridgnorth Town Clerk	12e
13.	MEMORIAL BENCHES	13
	To consider the report from the Town Clerk and agree a policy to put forward to Council for adoption	
14.	ACCOUNTS – 3rd QUARTER	
	To consider the financial information for the 3rd quarter:-	
a)	Income & Expenditure	14a
b)	Exceptions Report	14b
15.	PUBLIC CONVENIENCES	15
	Consider the letter from Shropshire Council and make recommendations to Council as to the provision of public conveniences within Ludlow	
16.	STREETLIGHTING/TOILETS	No papers
	Receive an oral update from the Town Clerk	
17.	EXCLUSION OF PRESS AND PUBLIC: PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960	No papers
	The Chairman will move 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	



18. CONFIDENTIAL MINUTES	
a) Approve as a correct record and sign the confidential minutes of the Policy & Finance Committee meeting held on Monday 8 th November 2010	18a
b) Receive the draft confidential minutes of the Staffing and Appeals Sub-Committee meeting held on the 13 th December 2010	18b
c) Confidential recommendations from the Staffing and Appeals Sub-Committee meeting held on the 13 th December 2010 deferred to the next Policy and Finance Committee on the 18 th February 2011	No papers
19. RECOMMENDATIONS FROM SERVICES COMMITTEE	19
Confidential recommendations from Services Committee meeting held on 10 th January 2010	
20. DRAFT BUDGET 2011/12	
Consider the draft Budget for 2011/12:-	
a) Council Tax Precept 2011/12 letter from Shropshire Council	20a
b) Draft budget figures	20b
c) To consider the outcomes of discussions at the Special Town Plan meeting on the 13 th January 2011 and decide whether a further Budget Working Group meeting is required before the full Council meeting on the 31 st January 2011 when the precept must be set.	No papers
21. REQUEST FROM A MEMBER OF THE PUBLIC TO ATTEND MEETINGS WITH FUNDERS ON BEHALF OF THE TOWN	21
To consider a request from a member of the public to attend meetings with external funding bodies on behalf of town organisations	
22. APOLOGIES FOR ABSENCE IN JANUARY 2011	22
To consider the apologies from a Council Member	



M e m b e r s h i p

List of Members of the Policy & Finance Committee

Councillors McCormack (Chair); Pope (Vice-Chair); Aitken; Davies; Glaze; Newbold;
Parry; Pound; Wilcox

Notes

**The next Policy & Finance Committee meeting will be held on
Monday 28th February 2011**