



## LUDLOW TOWN COUNCIL A G E N D A

To: All Members of the Council, Unitary Councillors, Press  
**Contact: Veronica Calderbank**  
**Ludlow Town Council, The Stable Block, Stone House, Corve Street, Ludlow,**  
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**Despatch date: 19<sup>th</sup> July 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 25<sup>th</sup> July 2011 at 7.00pm

Veronica Calderbank  
Town Clerk

### Key Agenda Items:

- **Queens Diamond Jubilee information**
- **1<sup>st</sup> Quarter Accounts 2011-12**
- **Retention and Destruction Policy**
- **Town Twinning**
- **Festival market rent**

*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 13<sup>th</sup> JUNE 2011**.

<b>ITEM</b>	<b>ATTACHMENT</b>
<b>6. ACCOUNTS COMMITTEE</b> Receive the minutes of the meetings held on:-	
a) 22 <sup>nd</sup> June 2011	<b>6a</b>
b) 13 <sup>th</sup> July 2011	<b>6b</b>
<b>7. STREET TRADING SUB-COMMITTEE</b> Receive the minutes of the meetings held on 10 <sup>th</sup> June 2011	<b>7</b>
<b>8. REPRESENTATIONAL COMMITTEE</b> Recommendations from the Representational Committee meeting held on 28 <sup>th</sup> June 2011	<b>8</b>
<b>9. QUEENS DIAMOND JUBILEE</b> To receive the financial information provided by the Queen's Diamond Jubilee Group	<b>9</b>
<b>10. 1<sup>st</sup> QUARTER ACCOUNTS 2011/12</b> To receive the:-	
a) 1 <sup>st</sup> Quarter Income and Expenditure Report	<b>10a</b>
b) Exceptions Report	<b>10b</b>
<b>11. POLICY</b> To consider the Retention & Destruction Policy.	<b>11</b>



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| <b>12. TWINNING ASSOCIATION</b><br>To consider setting up a Twinning Sub-Committee and to forge links with our Twin Towns.   | <b>12</b>        |
| <b>13. FESTIVAL MARKET RENTS</b><br>To consider a report from the Markets & Special Projects Officer.  | <b>13</b>        |
| <b>14. BUDGET WORKING GROUP</b><br>The Chairman would like to receive nominations for the Budget working Group for 2012-13.  | <b>No papers</b> |
| <b>15. PARISH PATHS ACCOUNT</b><br>To consider closing the Lloyds Account.   | <b>15</b>        |
| <b>16. EXCLUSION OF PRESS AND PUBLIC: PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960</b><br>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 | <b>No papers</b> |
| <b>17. CONFIDENTIAL MINUTES</b><br>Approve as a correct record and sign the confidential minutes of the Policy & Finance Committee meeting held on Monday 13 <sup>th</sup> June 2011   | <b>17</b>        |

### **M e m b e r s h i p**

List of Members of the Policy & Finance Committee

Councillors Pope (Chair); McCormack (Vice-Chair); Aitken; Glaze; Leyton-Purrier;  
Newbold; Parry; Pound; Smithers; Wilcox

### **Notes**

**The next Policy & Finance Committee meeting will be held on  
Monday 26<sup>th</sup> September 2011**