



MINUTES

Minutes of a meeting of the **POLICY AND FINANCE COMMITTEE** held in the Guildhall, Mill Street, Ludlow on **MONDAY 21st JANUARY 2013** at **7.00PM**

PF/85 PRESENT

Chairman: Councillor McCormack

Councillors: Aitken; Draper; Parry; Perks; Pound; Smithers; Toop;
Wilcox

Officers: Gina Wilding, Town Clerk
Lucy Jones, Secretary

PF/86 HEALTH & SAFETY

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

PF/87 APOLOGIES

Apologies for absence were received from Councillors Newbold and Phillips.

PF/88 DECLARATIONS OF INTEREST

Disclosable Pecuniary Interests

<u>Member</u>	<u>Item</u>
G. Perks	Pride of Place

Declaration of Conflicts of Interest

None declared.

Declarations of Personal Interest

<u>Member</u>	<u>Item</u>
G. Perks	Twinning Walkers Welcome Defibrillator

PF/89 PUBLIC OPEN SESSION (15 minutes)

There were no members of the public present.

PF/90 UNITARY COUNCILLORS SESSION

Unitary Councillor R Taylor-Smith, Ludlow North, stated that she was happy to answer any questions in relation to the Market Traders Parking scheme.

PF/91 MINUTES

a) Open Session

RESOLVED (8:0:1)

That the minutes of the Policy and Finance Committee meeting held on 5th November 2012, be approved as a correct record and signed by the Chairman.

PF/92 b) Closed Session

RESOLVED (7:0:2)

That the closed session minutes of the Policy and Finance Committee meeting held on 5th November 2012, subject to the insertion of the word "Guildhall" in minute PF/84, be approved as a correct record and signed by the Chairman.

PF/93 RECOMMENDATIONS FROM SERVICES COMMITTEE

Walkers Welcome Initiative

That:-

- i) the Town Council writes a letter of support for the Initiative;**
- ii) the Town Council pays the £50 registration fee for the project.**

Defibrillator

That the Town Council pays a contribution of £50 for the cascade telephone system.

RECOMMENDED (unanimous)

That:-

- i) the Town Council write a letter of support to the Walkers Welcome Initiative;**
- ii) the Town Council pay the £50 Walkers Welcome project registration fee;**
- iii) the Town Council pays a contribution of £50 for the defibrillator cascade telephone system.**

PF/94 TOWN PLAN WORKING GROUP

a) Minutes – 3rd January 2013

RESOLVED (8:0:1)

That the minutes of the Town Plan Working Group meeting held on 3rd January 2013, be received.

PF/95 **b) Minutes – 30th October 2012**

RESOLVED (8:0:1)

That the minutes of the Town Plan Working Group meeting held on 30th October 2012, be received.

PF/96 **c) Town Plan Report**

RECOMMENDED (8:0:1)

That:-

- i) the changes made to the Town Plan as contained within the minutes of the Town Plan Working Group meeting held on the 30th October 2012 and the matrix attached to the report be noted.
- ii) any further major review, changes or further implementation of the Town Plan be postponed until the new Council is convened in May 2013.

PF/97 FINANCIAL INFORMATION

a) Payments

Councillor Smithers asked if the Town Clerk's delegated expenditure sum included VAT. The Town Clerk stated that as the Town Council reclaimed VAT all delegated expenditure should exclude VAT. Councillor Smithers asked that the Council consider amending Financial Regulations to specify this.

RESOLVED (unanimous)

That the Payments reports for October, November and December 2012 be noted.

PF/98 **b) Income**

RESOLVED (unanimous)

That the Income reports for October, November and December 2012 be noted.

PF/99 c) 3rd Quarter Accounts and Exceptions Report

Councillor Perks asked that the £100.00 allocated to Narberth in the Twinning budget be carried forward into next year.

RESOLVED (unanimous)

That the 3rd Quarter Income and Expenditure Report and Exceptions Report be noted.

PF/100 d) Barclay Card Statement**RECOMMENDED (8:0:1)**

That the Council seeks to use UK based suppliers for online purchases whenever possible.

PF/101 RESOLVED (unanimous)

That the Barclay Card Statements be noted.

PF/102 CITIZENS ADVICE BUREAU**RESOLVED (unanimous)**

That the letter of thanks from the Citizens Advice Bureau be noted.

PF/103 MARKET TRADERS PARKING

Councillor Perks stated that the Council needed to take a joined up approach to this matter and consult all interested parties. He added that the larger issue of parking on the market square also needed to be addressed.

Councillor Parry commented that the increase in parking charges would be difficult for traders during the winter months. She asked if there would be signage installed to identify traders parking spaces. The Town Clerk stated that signage was not required within the car park, as it is normally empty when traders arrive, but some signage may be needed on-street if only five specified spaces were available to market traders.

RESOLVED (7:0:2)

That the proposed Market Traders Parking Scheme be referred to interested parties, including the Chamber of Trade and Commerce, Mill Street Residents Association and the Market Traders Federation for comment.

PF/104 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 9.00pm

Chairman

Date

N.B. Confidential Minutes will be issued.