

MINUTES

Minutes of a meeting of the **SERVICES COMMITTEE** held in the Guildhall, Mill Street, Ludlow, on **MONDAY 2nd JUNE 2014** at **7.00PM**.

S/1 PRESENT

Chairman: Councillor Draper

Councillors: Cobleby; Ginger; Gill; Jones; Kemp; Lyle; J Newbold; S Newbold; Perks (from 7.30 pm); Smithers;

Officers: Gina Wilding, Town Clerk
Naomi Brotherton, Secretary/Admin Assistant
Sean Turgoose, DLF Supervisor
Tony Caton, Market Officer

S/2 HEALTH & SAFETY

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

S/3 APOLOGIES

Apologies for absence were received from Councillor Parry.

S/4 DECLARATIONS OF INTEREST

Disclosable Pecuniary Interests

None

Conflicts of Interest

<u>Member</u>	<u>Item</u>	<u>Reason</u>
Councillor Ginger	8c	Owner of a business in Town
Councillor Kemp	8c	Owner of a business in Town
Councillor Lyle	8a	Volunteer for the Food and Drink Festival

Personal Interests

Councillor Lyle	8a	Knows the organisers of the Food & Drink Festival
Councillor Smithers	11	Applying for funding for restoration of the WW1 memorial boards
Councillor Perks	9a&b	Member of Pride of Place

S/5 PUBLIC OPEN SESSION

Mr Tom Caulcott, Chairman of the Ludlow Town Centre Residents Association

Mr Caulcott stated that he was attending the meeting in the capacity of Chair of the Ludlow Town Centre Residents Association. He said that he wished to comment on the parking for Market Traders and that the Association felt that the current system worked well for all parties concerned, including visitors.

Mr Robin Pote, Member of the Ludlow Town Centre Residents Association

Mr Pote endorsed Mr Caulcott's comments and agreed that the current arrangement worked well for market traders, visitors and residents and outlined that it was an improvement on the previous arrangement.

S/6 LUDLOW UNITARY COUNCILLORS QUESTION & ANSWER SESSION

No Unitary Councillors were present.

S/7 OPEN SESSION MINUTES

**RESOLVED (unanimous)
RJ/GG**

That the open session minutes of the Services Committee meeting held on the 7th April 2014, be approved as a correct record and signed by the Chairman.

S/8 ITEMS TO ACTION

Councillor Lyle commented that she was delighted to see the action sheet and hoped that this would be a feature of all four main agendas. The Town Clerk confirmed that this would be the case.

The Chair updated the Committee on item S/136 – Welcome to Ludlow Sign. He outlined that a reply had been received from Shropshire Council who had no objections to the sign, but were unable to provide funding.

**RESOLVED (unanimous)
GG/RJ**

That the Items to Action be noted.

S/9 CONNECTING SHROPSHIRE

Mr Chris Taylor, Shropshire Council explained that Shropshire Council was in the process of rolling out fibre optic broadband in Shropshire with the aim of 93% coverage by 2016. £11.83 million funding had been allocated and the project was being phased, with some new broadband cabinets having already been installed.

Councillor Ginger asked how it had been determined where the new cabinets would be installed. He added that he had been present during the consultation on Cove Street and it was agreed that the new cabinet, would be installed outside the Compasses Inn. This had in fact been installed further down Corve Street, outside number 6. He raised concerns as he explained that many parts of Ludlow were in the conservation area, and this included Corve Street.

Mr Taylor agreed to look into the matter.

Following a question from Councillor Lyle, Mr Taylor confirmed that a certain percentage of funding had been secured. However, Shropshire Council was in the discussions with BDUK. He advised the Committee that alternative funding was also being explored.

S/10 REQUEST FOR WHOLE MARKET LET

The Town Clerk highlighted that the Ludlow National Market Towns Federation had requested a whole market let on a day when it was not possible due to a prior commitment with the Ludlow Food Festival.

Following a question from Councillor Lyle, the Town Clerk confirmed that removal of rubbish was covered in the Licence for the Ludlow Food Festival.

RESOLVED (unanimous)
GG/PD

That the request be noted.

S/11 POTENTIAL OF REDUCED TRADING SPACE IN THE BUTTERCROSS

The Town Clerk explained that with the proposed installation of the lift at the Buttercross there would be reduced trading space. She added that the Street Trading pitch would need to be retained as such and could not become market space, although it could be booked by anyone.

Councillor Ginger proposed that any decision was postponed until plans regarding the Buttercross were more final.

The Chair disagreed stating he felt that the issue should be discussed and provision should be made, which could be used if needed.

7.30 pm Councillor Perks joined the meeting.

Councillor Perks stated that he would not be entering into discussion regarding the Buttercross lift as he had a prejudicial interest and had already made his mind up about the matter.

RECOMMENDED (9:1:1)
RJ/TG

That:-

- i) provision of two Buttercross trading pitches is adopted;
- ii) the street trading pitch is bookable by market traders;
- iii) regular traders temporarily displaced from the Buttercross due to the installation of the lift are offered regular pitches on the general market or the option to trade on a street trading pitch at the same rate they currently pay; if traders do not wish to trade in another position there would be no arrears accrued during the period that the works prevented trading.

S/12 MARKET TRADER PARKING ARRANGEMENTS

There was discussion about the current parking arrangements for market traders and written comments from traders and residents were considered.

RECOMMENDED (unanimous)
GP/PD

That:-

- i) the current parking permit scheme with high and low season for Market Traders remain in place be adopted;
- ii) Shropshire Council is approached to continue dialogue on the wider system of Ludlow's transport.

S/13 DOG CONTROL ORDER SIGNAGE AND LITTER BINS

The Town Clerk explained that she had received a request from a resident for additional litter bins and dog control order signage at the Linney Riverside Park.

Members discussed the current provision for dog order signage and litter bins generally. While they agreed that the current rubbish collections from litter bins were insufficient, they felt that enforcement for dog fouling was a more serious issue. The DLF Supervisor confirmed that refuse collection and Dog Wardens fell under the remit of Shropshire Council.

Councillor Jones stated that she agreed with the recommendation in the report, in that a review of the provision of bins and signage should be undertaken. Furthermore, she suggested that resident dog owners may like to sponsor a dog waste bin or have a memorial plaque added to an existing bin for a past pet.

RESOLVED (unanimous)
GP/DL

That Councillors undertake a review of the provision of litter bins and problem areas for dog fouling in their wards and report back to the next Services Committee meeting;

S/14 NEW COMBINED WEBSITE

The Town Clerk introduced the proposed home page of the new combined Town Council and Market website.

Members agreed that the home page looked uncluttered and easy to use.

RESOLVED (unanimous)
GP/PK

That the layout of the new home page be approved.

S/15 1914-1918 COMMEMORATION OF WW1

The Town Clerk explained the projects which the Town Council was currently working on to commemorate WW1. These included the refurbishment of the 25 boards bearing the names of Ludlovians who served in WW1, the civic service at St Laurence's on the 3rd August 2014 and the interactive web page display to commemorate the opening of Henley Road Cemetery in 1914. Plans were also being made for a horse parade in 2015 with the support of Ludlow Hunt.

Details of all these projects would be available on the Town Council website and made available to the countywide co-ordinator of centenary projects at Shropshire Council.

Members also received a demonstration of the interactive display which include information known about those buried at the cemetery in 1914 and some contextual information regarding local circumstances and events at the time. This would act as a hub for all commemorative events which took place locally and images of the WW1 memorial boards. The Chair thanked the staff involved in the interactive display.

Following a question from Councillor Perks, Councillor Smithers confirmed that it had been agreed that the WW1 memorial boards would be a temporary fixture at the Guildhall to allow for other displays.

RESOLVED (unanimous)
PD/RJ

That:-

- i) the co-ordinators of the countywide WW1 centenary project at Shropshire Council are kept informed of planned events in Ludlow;
- ii) WWI commemorative events are well publicised.

S/16 **BUTTERCROSS BULLETIN**

RESOLVED (unanimous)
JS/PD

That the comments from a resident regarding the Spring Edition of the Butercross Bulletin be noted.

The meeting closed at 8.15 pm.

Chairman

Date

N.B. Closed Session Minutes will NOT be issued.