



## MINUTES

Minutes of a meeting of the **SERVICES COMMITTEE** held in the Guildhall, Mill Street, Ludlow, on **MONDAY 7<sup>th</sup> APRIL 2014** at 7.00PM.

### S/121 PRESENT

Chairman: Councillor Parry

Councillors: Ginger; Gill; Jones; Kemp; Mold; J Newbold; S Newbold; and Smithers;

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

### S/122 HEALTH & SAFETY

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

### S/123 APOLOGIES

Apologies for absence were received from Councillors Cobley and Perks.

### S/124 DECLARATIONS OF INTEREST

#### Disclosable Pecuniary Interests

None

#### Conflicts of Interest

##### Member

Cllr Parry

##### Item

8

##### Reason

Member of Ludlow in Bloom

#### Personal Interests

None

**S/125**      **PUBLIC OPEN SESSION****Mrs P Toop, Lochiel, 15 Temeside Estate**

Mrs Toop stated that she and the other traders who traded in the Buttercross wanted to report the increase in anti-social behaviour and requested that the Town Council act to remedy the situation. She informed the Committee that traders were having to clean up after alcohol related incidents, dog fouling and cigarette ends. She added that the Buttercross was cleaned by Town Council staff weekly and that whilst it was thorough, incidents were occurring more frequently and traders were being subjected to abuse from patrons exiting a local pub and smoking in the Buttercross. She asked if traders could be given a dustpan and brush to help combat the issues and for no-smoking signs to be displayed on trading days.

The Town Clerk confirmed that she would write to the local pub requesting that patrons did not use the Buttercross as a smoking shelter. She added that she would need to take advice on appropriate no-smoking signs that did not damage the fabric of the building.

**Anita Bigsby – Ludlow Fringe Festival**

Mrs Bigsby reported to the Committee that the Fringe Festival had requested a 6'x4' shed be erected on Events Square for the duration of the Fringe Festival, 14<sup>th</sup> June to 6<sup>th</sup> July. This would provide a point of information and a ticket office and that the Fringe Festival would be responsible for the shed for art and audio play trails.

**S/126**      **LUDLOW UNITARY COUNCILLORS QUESTION & ANSWER SESSION****Councillor V Parry – Unitary Councillor, Ludlow South**

Councillor Parry informed the Committee that an Officer and herself had visited Minsterley Motors to discuss their vision and the Park and Ride service in Ludlow. It was hoped that the Park and Ride service would drop off and collect from Old Street.

On a separate issue she outlined plans for a proposed biodigester to be built at Battlefields, Shrewsbury by Veolia. This facility would be able to accommodate food waste along with recycling and a new cemetery adjacent.

**S/127**      **OPEN SESSION MINUTES****RESOLVED (8:0:1)**

**RJ/JS**

That the open session minutes of the Services Committee meeting held on the 24<sup>th</sup> February 2014, be approved as a correct record and signed by the Chairman.

**S/128**    **CLOSED SESSION MINUTES****RESOLVED (8:0:1)****GG/JS**

That the closed session minutes of the Services Committee meeting held on the 13<sup>th</sup> January 2014, be approved as a correct record and signed by the Chairman.

7.25 pm Councillor Jones left the meeting.

**S/129**    **DECEMBER TINSEL TUESDAY MARKETS**

Tish Dockerty from the Chamber of Trade and Commerce explained that the Chamber of Commerce originally organised late night shopping in Ludlow, however, this was not a success, so Tinsel Tuesday Markets were piloted. 2013 was the second year it had been organised and she explained that the market was to predominantly offer Christmas gifts made locally.

7.27 pm Councillor Jones re-joined the meeting.

The Chamber of Trade had invested last year in 'A' boards and signage and this year planned to have a banner erected. To help create the atmosphere buskers had been invited during the day, as well as local school choirs and adult choirs.

The Chamber also intend to approach Shropshire Council for free parking. A Christmas window dressing competition would be launched this year and the Chamber were hoping to bring the living Nativity onto the square during trading hours to increase the festive atmosphere.

Mrs Dockerty requested that the Town Council support the Tinsel Tuesday Markets in the same way that they had the previous year, namely half rent, £400 towards the cost of advertising and the Christmas lights illuminated throughout the day. She added that with the support of the Town Council at this stage in the year she would be able to approach all parties involved earlier.

Ms Dockerty went on to say that stalls would be offered to traders who traded the previous year and any vacant stalls would be offered to the NMTF Ludlow branch with the aim to increase footfall and provide a full market.

**RECOMMENDED (unanimous)**

That the Town Council supports Tinsel Tuesday Markets with:-

- i) half rent;
- ii) £400 towards the cost of advertising

**S/130 MEDIEVAL MARKET FEES**

The Town Clerk outlined the issues surrounding the Medieval Market held on Saturdays. She explained that it had originally been a standard Saturday market which had become a festival market, by resolution of Full Council, with a discount being given to traders who dressed appropriately. However, some traders did not participate.

There was considerable discussion regarding the spirit of the Market and the discounts being offered.

7.52 pm Councillor S Newbold left the meeting

**RECOMMENDED (8:0:1)  
RJ/GG**

That:-

- i) the Town Clerk be authorised to write to traders to state:-
  - Regular traders who dress appropriately for the duration of the market will be offered a £15 discount
  - the fee for regular traders who do not dress appropriately for the duration of the market is £35
  - any traders who do not participate in the spirit of the market by dressing appropriately for the duration will not be permitted to trade the following year.

**S/131 REVIEW OF LUDLOW MARKET FEES**

7.56 Councillor S Newbold re-joined the meeting

Members debated the market fees and considered whether fees should be increased and the amount of increase.

Councillor Mold stated that the fees should be increased by a percentage each year, laying down a principal for Traders.

Councillor Smithers proposed that the fees should be increased across the board by £1.00 per stall.

**RECOMMENDED (unanimous)  
JS/PK**

That:-

- i) Market fees for 2014-15 be increased by £1.00 across the board;
- ii) Market fees are reviewed annually.

Members asked for Market parking to be reviewed at the next meeting.

**S/132**     **LUDLOW IN BLOOM**

**RESOLVED** (unanimous)  
RJ/JS

That the minutes of the Ludlow in Bloom Committee dated 19<sup>th</sup> March be noted.

**S/133**     **BUTTERCROSS CLOCK**

The Town Clerk advised Members that following the request from the previous Services Committee meeting, a report from Smith of Derby had been received and had been published on the website. She added that the DLF Supervisor following instructions from Smith of Derby to change to BST and the clock had kept good timekeeping for the last few days.

Councillor Ginger highlighted that in the press two other towns were being challenged with the same issues with turret clocks and that Ludlow was not alone.

**RESOLVED** (unanimous)  
JS/PK

That the report from Smith of Derby on the Buttercross Clock be noted.

**S/134**     **FUNDING FOR THE BUTTERCROSS HERITAGE INTERPRETATION CENTRE**

The Town Clerk reported to Members that she had attended a Town Clerks meeting that morning at Shropshire Council and had raised the issue of funding with the Business and Enterprise Manager. She added that Shropshire Council had changed their rules and dates for funding and this had affected many Town Council projects across the County. She explained that Shropshire Council was inviting Town Council's to reapply on a proforma basis and that she would continue to request the extension.

**S/135**     **CAR PARKING IN SHROPSHIRE**

Councillor Parry highlighted the information that had been tabled giving the income generated for Shropshire Council from car parks in Shropshire.

Councillor Smithers asked Councillor Parry if additional information could be obtained which was the quantity of parking spaces which would reflect how much income per space was being generated.

**RESOLVED (unanimous)**  
**RJ/PK**

That the information be noted.

**S/136**     **WELCOME TO LUDLOW SIGN, BROMFIELD ROAD**

Councillor Parry informed the Committee that there was a lack of signage at the junction of the A49 and Bromfield Road welcoming visitors coming into Ludlow.

Councillor Jones advised the Committee that as Ludlow was a chartered Market Town that Shropshire Council as the Highways Authority was obliged to agree to a sign being erected.

**RECOMMENDED (unanimous)**

That the Town Clerk is authorised to request a sign from Shropshire Council, welcoming visitors to Ludlow, situated at the junction of the A49 and Bromfield Road.

**S/137**     **ANTI-SOCIAL BEHAVIOUR SIGNS**

The Committee had a discussion on the locations proposed by Shropshire Council for anti-social behaviour signage.

**RESOLVED (unanimous)**  
**PK/RJ**

That subject to the inclusion of St Leonards Churchyard and Ludlow Railway Station, the Town Council accepts the proposed locations for anti-social behaviour signage.

**S/138**     **FRINGE FESTIVAL**

The Committee discussed the request from the Fringe Festival for a shed to be erected on Events Square for the duration of the Festival.

**RECOMMENDED (unanimous)**  
**JS/PK**

That the request from the Fringe Festival for a 6' x 4' shed to be erected on Events Square for the duration of the Fringe Festival (14<sup>th</sup> June – 6<sup>th</sup> July) be granted subject to:-

- i) suitable insurance;
- ii) no external sponsorship signage ;
- iii) and removal to accommodate pre-arranged markets.

iv) further requests from festival organisers is to be considered individually.

**S/139**    **DOG FOULING**

**RESOLVED (7:2:0)**

**PK/JS**

That the extra Dog Control Order signage is purchased from Shropshire Council.

The meeting closed at 8.50 pm.

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Date

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

