



MINUTES

Minutes of a meeting of the **SERVICES COMMITTEE** held in the Stable Block Meeting Room, Stone House, Corve Street, Ludlow on **MONDAY 18th JULY 2011 at 7.00PM**

S/24 PRESENT

Chairman: Councillor Parry

Councillors: Davies; Hunt; Newbold; Pope; Pound; Smithers

Officers: Gina Wilding, Cemetery & Communications Officer;
Naomi Brotherton, Admin Assistant

In attendance: Councillor Rosanna Taylor-Smith, Shropshire Council

S/25 APOLOGIES

Apologies for absence were received from Councillors Aitken and Glaze.

S/26 DECLARATIONS OF INTEREST

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 Members declared the following interests:

Prejudicial Interests

<u>Member</u>	<u>Item</u>	<u>Reason</u>
Cllr Pope	5	Member of Town Band

Personal Interests

<u>Member</u>	<u>Item</u>	<u>Reason</u>
Cllr Hunt	5	Works for SSHA
Cllr Smithers	6	Committee Member Ludlow in Bloom
Cllr Parry	6	Committee Member Ludlow in Bloom
Cllr Parry	7	Queens Diamond Jubilee Committee Member

S/27 **PUBLIC OPEN SESSION**

The Chairman welcomed Shropshire Councillor Rosanna Taylor-Smith to speak. Councillor R. Taylor-Smith thanked the Town Council for all their support and help towards Ludlow in Bloom, especially today, which was Judging Day. Councillor Parry echoed her thanks also.

S/28 **MINUTES**

RESOLVED (unanimous)

That the Minutes of the Services Committee meeting held on the 6th June 2011 be approved as a correct record and signed by the Chairman.

S/29 **PROJECT UPDATES**

a) The Buttercross Phase II Works

No questions arose from the report.

b) Linney Riverside Park

Councillor Smithers asked whether Flood Defence Consent had been received and the Cemetery & Communications Officer confirmed that it had just been orally received and written confirmation was awaited.

c) Wheeler Road Community Building Project

Councillor Hunt declared a personal interest at this stage. Councillor Parry queried who the Construction Design Management Co-ordinator was and the Cemetery & Communications Officer explained that it was company called Beacon Risk who had undertaken Risk Assessment and Manual Handling training for the Town Council. The Housing Association is the Principal Contractor.

d) Heritage Lottery Fund Bid – Stage I

Councillor Pope voiced her concern regarding the responsibilities and obligations for the walls or walks, which was a requirement for the Bid. The Cemetery & Communications Officer confirmed that a full report would be submitted to Council if there was to be any financial impact on the Town Council.

Councillor Pope proposed that, as stated within the Town Clerk's report, before any decisions are taken which would commit the Council to any liability in relation to Town Walls and Castle Walks a full report with financial assessment for comment should be presented to full Council.

RESOLVED (unanimous)

That before any decisions are taken which would commit the Council to liability to in relation to Town Walls and Castle Walks a full report with financial assessment for comment should be presented to full Council.

S/30 e) Town Band

Councillor Pope explained to the Committee that the Town Band applied to the LJC for a grant towards uniforms and was awarded £900. £700 had been spent on uniforms and £200 on music. Room hire for band practice was covered by contributions from band Members.

At this point in the meeting Councillor Smithers declared a personal interest as the Town Band attends many of the functions organised by the Royal British Legion.

Councillor Pope left the room at 7.24 pm.

RECOMMENDED (5:0:0)

That the Town Council give an annual grant to the Town Band of £500 without restriction as to what it could be used for.

Councillor Pope entered the room at 7.27 pm

S/31 MOVING THE CCTV CAMERAS TO SHREWSBURY

Members discussed the merits of having the CCTV being monitored via Shrewsbury Police station.

Councillor Pound asked who had originally installed the cameras and was the Town Council responsible for their maintenance and upkeep.

RESOLVED (unanimous)

That the Town Clerk clarifies financial liability and any additional costs associated with the camera's being relocated/monitored at Shrewsbury.

S/32 STREET TRADING SITE VISIT

Members noted the Street Trading Sub-Committee site visit had taken place and that the next meeting of the Sub-Committee was to be arranged shortly.

S/33 **CEMETERY MATTERS**

Members noted that the Cemetery matters were ongoing and that a lettings Agency had been engaged to find suitable tenants for Cemetery House. The Cemetery & Communications Officer also explained that quotations had been sought for repairing the Cemetery paths.

Councillor Parry asked if the problem of fly tipping had been resolved and the Cemetery & Communications Officers explained that a process was in place, the company concerned had been contacted and the matter was in hand.

RESOLVED (unanimous)

That the report on Project Updates be noted.

S/34 **LUDLOW IN BLOOM**

RESOLVED (unanimous)

That the minutes be noted.

S/35 **QUEENS DIAMOND JUBILEE CELEBRATIONS 2012**

Councillor Parry declared a personal interest at this point. She informed the Committee that 65 tickets had been sold for the Strawberries and Champagne afternoon in aid of the Celebrations in 2012.

RESOLVED (unanimous)

That the report be noted.

S/36 **MARKET MATTERS**

There was considerable discussion regarding ownership and priority of use for the stalls and conditions that needed to be stipulated in any Agreement between joint ownership.

RESOLVED (unanimous)

That:-

- i) The Town Clerk be authorised to obtain quotations for ten additional stalls to match the livery of the current market colours;
- ii) The Town Clerk be authorised to seek expressions of interest for a joint venture with other market stall hirers.

S/37 HOUSEMAN CRESCENT

It was decided that this matter would be discussed in closed session.

RESOLVED (unanimous)

That this matter be discussed in closed session.

S/38 ALLOTMENTS – REQUEST FOR BRIDGE

RECOMMENDED (6:0:1)

That:-

- i) The Town Clerk be authorised to obtain three quotes for the works;
- ii) To give assistance to the Wigley Fields Allotment Association in completion of grant funding applications for the bridge; and
- iii) To give delegated authority to the Town Clerk to offer match funding up to £1,000 for the most suitable bridge.

S/39 EXCLUSION OF PRESS AND PUBLIC: PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

RESOLVED (unanimous)

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.

The meeting closed at 8.05 pm.

Chairman

Date

N.B. Confidential Minutes will be issued.