

MINUTES

Minutes of a meeting of the **SERVICES COMMITTEE** held in the Guildhall, Mill Street, Ludlow, on **MONDAY 19th NOVEMBER 2018** at **7.00PM**.

S/63 **PRESENT**

Chairman: Councillor M Clarke

Councillors: Garner, Ginger, Lyle, O' Neill, Parry (7.20pm), Perks, Pote and Smithers

Officers: Gina Wilding, Town Clerk
Kate Adams, Deputy Town Clerk
Sean Turgoose, DLF Supervisor
Sarah Smith, Finance Assistant

S/64 **HEALTH & SAFETY**

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

S/65 **APOLOGIES**

Apologies were received from Councillors Cobley, Gill and Paton.

S/66 **DECLARATIONS OF INTEREST**

Disclosable Pecuniary Interests

<u>Councillor</u>	<u>Item</u>	<u>Reason</u>
None		

Conflicts of Interest

<u>Councillor</u>	<u>Item</u>	<u>Reason</u>
None		

Personal Interests

<u>Councillor</u>	<u>Item</u>	<u>Reason</u>
None		

S/67 **PUBLIC OPEN SESSION (15 minutes)**

There were no members of the public present.

S/68 **LUDLOW UNITARY COUNCILLORS QUESTION & ANSWER SESSION**

There were no Unitary Councillors present

S/69 **MINUTES**

RESOLVED (7:0:1) MC/RP

That subject to the amendments, Councillor Lyle and Councillor Garner had sent their apologies for the previous meeting, and Councillor O'Neill and Councillor Gill were not present, the minutes of the Services Committee meeting held on the 8th October 2018 be approved as a correct record and signed by the Chairman.

S/70 **ITEMS TO ACTION**

The Chairman thanked the staff for completing the items to action.

RESOLVED (7:0:1) MC/JS

To note the Items to Action.

S/71 **STANDING ORDERS**

RESOLVED MC/GP unanimous

To suspend standing orders

S/72 **CHRISTMAS LIGHTS**

The Chair spoke to the Committee about a matter not on the agenda relating to a H&S investigation.

The Town Clerk stated that she had informed the Chair that it was not appropriate to raise a staff matter at a public meeting in front of members of staff who were not aware of the investigation because it was in the very early stages.

The Chair permitted councillors present to ask questions of the Town Clerk about the staffing matter in front of other members of staff.

S/73 **STANDING ORDERS**

RESOLVED MC/DL unanimous

To reinstate standing orders

S/74 LUDLOW MARKET

RESOLVED (unanimous) MC/GG

- i) To note the report regarding the NAMBA Market Managers Perspectives workshop
- ii) To note the NABMA update stating that clarity was required in relation to the application of the recent business rates changes because markets were not specifically referred to by the Chancellor.

S/75 LINNEY RIVERSIDE

RESOLVED (unanimous) MC/GG

- i) To note that tender specification documents were being drawn up to obtain quotes from builders for three separate parts of the project:
 - Refurbishment of the toilets and replacement of roof
 - Reorganisation of stores building to include removal of showers etc.
 - Refurbishment of stores building to allow for a small catering area; and a business plan/project outline was in the process of being drafted.
- ii) To note that works, including repairs to the slide surface and replacement of a support and top beam on the flat swings frame, and as identified during internal staff inspections and the annual ROSPA , had taken place under warranty.

S/76 BUDGET WORKING GROUP

RESOLVED (unanimous) MC/RP

To note the expenditure budgets

RECOMMENDED (unanimous) MC/GG

To approve the Budget Working Group Recommendation to introduce two lines of additional £460.00 of budgetary expenditure for the Buttercross, as detailed below:

A new budget line of £210.00 for lift services

A new budget line of £250.00 for Buttercross clock servicing.

S/77 PLAY AREA PROJECTS

RESOLVED (unanimous) MC/DL

- i) To note that Steve Brown is temporarily acting as interim Head of Infrastructure & Communities, and will be the point of contact for further communication regarding the transfer of Shropshire Council Play Areas.
- ii) To note the successful completion of the Wheeler Road Skate Park path project in partnership with South Shropshire Youth Forum.
- ii) To write a letter of thanks to South Shropshire Youth Forum

S/78 LUDLOW IN BLOOM

RESOLVED (unanimous) MC/DL

To note the letters of thanks from Ludlow C.E. School to Ludlow In Bloom

S/79 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) MC/GP

That the public be excluded and the meeting continue in closed session.

The meeting closed at 7:21 pm

Chairman

N.B. Closed Session Minutes will be issued.

Date