



## MINUTES

Minutes of a meeting of the **SERVICES COMMITTEE** held in the Stable Block Meeting Room, Stone House, Corve Street, Ludlow on **MONDAY 21<sup>st</sup> FEBRUARY 2011 at 7.00PM**

### **S/85      PRESENT**

Chairman:            Councillor Parry

Vice Chairman:    Councillor Hunt

Councillors:        Jackson; Newbold; Pope; Pound; Smithers

Officers:            Veronica Calderbank, Town Clerk;  
Naomi Brotherton, Secretary

In attendance:    Valerie Meehan, Grow, Cook and Share  
Councillor Rosanna Taylor-Smith, Shropshire Council  
Graeme Perks – Skillbuilders/Member of the Public

### **S/86      APOLOGIES**

Apologies were received from Councillor Glaze.

### **S/87      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:

#### Personal Interests

<u>Member</u>	Reason
Cllr Parry	Item 6. Vice-Chairperson for Ludlow in Bloom
Cllr Smithers	Item 6. Chairperson for Ludlow in Bloom
Cllr Jackson	Item 11. Resident
Cllr Pope	Item 11. Shop owner.

#### Prejudicial Interests

<u>Member</u>	Reason
Cllr Parry	Item 6. Vice-Chairperson for Ludlow in Bloom
Cllr Smithers	Item 6. Chairperson for Ludlow in Bloom

**S/88**      **PUBLIC OPEN SESSION**

The Chairman welcomed the members of the public to the meeting and invited Mr G Perks to speak. Mr Perks acknowledged that while the Agendas for meetings were published on the website they did not give a full view of what would be discussed as the reports were not available online. The Town Clerk stated that the reports were available from the Town Council Offices and Mr Perks was welcome to collect them from the offices prior the meeting.

Councillor Rosanna Taylor-Smith was invited to speak and she commented that she was interested in Item 11. which was on the taxi ranks and bollards, in order to feed back Member's comments.

**S/89**      **MINUTES**

A Member queried whether Alison Cundall was still the contact for Cittaslow and the Town Clerk confirmed that this was correct at the moment.

Councillor Parry, in reference to the Cemetery on page 9, asked whether the Committee could consider at the next meeting that sequential plots could be allocated in the Cemetery as opposed to specific requests as she felt that this was a large contributing factor to the loss of space. The Town Clerk confirmed that an audit was being carried out on the Cemetery recently and that a report would be presented at the next Services Committee.

**RESOLVED (unanimous)**

That the Minutes of the Services Committee meeting held on the 10<sup>th</sup> January 2011 be approved as a correct record and signed by the Chairman.

**S/90**      **PROJECT UPDATES**

**a) The Buttercross Phase II Works**

The Town Clerk confirmed that the Phase II works were almost complete and were of a high standard. She advised the Committee that the ground floor was an issue as it was being used as a toilet at night and had been subject to graffiti. This was an anti-social behaviour problem and she confirmed that she would also be seeking advice from the Conservation Officer. She suggested that the doors could be closed in the evenings to prevent the abuse. Councillor Smithers suggested asking the Police to do more patrols at night.

On a separate issue the Town Clerk invited all Members to go on a coach trip to see an interpretation centre called "Out of the Hat" Heritage Centre in Tewksbury on Friday 4<sup>th</sup> March, leaving the Council offices at 9.00 am.

She confirmed that the Centre had been originally set up with bid money but was now self-funding with audio equipment being rented to visitors.

A Member asked about the Guildhall and The Town Clerk confirmed that the Court Service would not be vacating the premises until September at the earliest. She explained that she had been advised that the last criminal court case was the 28<sup>th</sup> February and work was due to start on the roof on the 1<sup>st</sup> March 2011.

**b) Linney Riverside Park**

The Town Clerk introduced the report and explained that optimistically she would be expecting £50k which was a bid made by working in partnership with a Community Group. She said she had received £32k from S106 monies and she had had confirmation of the £18k of financial grant aid from Shropshire Council to assist with the maintenance of the amenity land transferred to the Town Council. She referred to the artists impression for the project and explained that the Mayor and Councillor Jackson had consulted Ludlow schools and the children had chosen the equipment they preferred within the new park.

**c) Wheeler Road Community Building Project**

The Town Clerk reported that the Town Council was applying for planning permission for a larger hut to include a community room, store room and kitchen which would increase its use and the store room could house the skate park equipment. She explained that local companies had pledged practical help and materials and the Town Council was likely to finish with a more substantial building for a lot less money, with the Town Council assuming responsibility, as it is on Town Council Land.

**d) HLF Bid – Stage I**

The Town Clerk drew the Committee's attention to the fact that the bid was not submitted on the 16<sup>th</sup> February and stressed the need for positive publicity and continued all round support.

**RESOLVED (unanimous)**

That the report be noted.

S/91

**LUDLOW IN BLOOM**

The Town Clerk passed round copies of a letter received from Colin Sheward with a request for siting the new multi-tier planters, although the request was not clear. Councillor Smithers confirmed that the next Ludlow in Bloom meeting was Tuesday 22<sup>nd</sup> February and that the issue would be discussed then and brought back to the next Services Committee.

**a) Minutes**

**RESOLVED (unanimous)**

That the Ludlow in Bloom Committee minutes from the 27<sup>th</sup> January 2011, be noted.

**S/92      b) Notes from the Heart of England in Bloom Judge**

There was a discussion regarding how the suggestions from the Heart of England Judge could be acted upon and the Town Clerk confirmed that the smaller jobs such as painting could be added to the DLF schedule, and advice would be sought from the Conservation Officer. Councillor Pope suggested that any remedial work should be done promptly before it reaches a point where it is no longer remedial and goes past the point of being repaired.

**RESOLVED (unanimous)**

That:-

- i) remedial works as recommended from the Heart of England in Bloom are added to the DLF schedule wherever possible;
- ii) the Heart of England in Bloom Judge should be thanked for her comments and the Clerk would write a letter to her.

**S/93      GROW, COOK AND SHARE**

The Committee received a presentation from Valerie Meehan regarding the scheme. She explained that the scheme was to suit all age levels with work being carried out in the community and schools.

7.45 pm Councillor Pound left the room.

7.50 pm Councillor Pound re-entered the room.

**S/94      COUNCIL PROPERTIES**

**Buttercross**

The Town Clerk updated the Committee on Council properties and reminded Members that she had already touched on the Buttercross issues earlier in the meeting. She highlighted that a bid for the ceiling would be made for the re-plastering and English Heritage ("EH") were keen to receive this. The Town Clerk said she needed advice regarding partitions from EH.

Councillor Jackson said that she was confused by the bids and asked for an explanation. The Town Clerk clarified the position by stating that there would be a bid to EH to re-plaster the ceiling and a bid for over a million

which would include the Buttercross with the view to transforming it into a Heritage Centre and to redevelop Castle walks, walls and gardens. This was to HLF.

Councillor Pope asked whether work would commence first on the Town Walls or the Buttercross as she understood that the Buttercross would be used as a training facility being offered as part of the Heritage Centre and needed sooner than later.

### Guildhall

The Town Clerk confirmed that she had had oral confirmation that the Court Service would not be vacating until September at the earliest. She also added that works to the building, as highlighted in the survey, would be done before the Court vacated, leaving it in a good state of repair.

### Cemetery House

The Chairman advised the Committee that she had visited Cemetery House earlier in the day. She explained that there were damp patches in the rooms and the Conservation Officer had advised that the whole frontage needed to be re-pointed in lime mortar and cement.

The Town Clerk reported that during the cold weather the stop tap had frozen, the toilet had been damaged and the property required a new boiler. She anticipated the works could be carried out in the next month so that the property was ready for rental in April. She added that there had been some interest from potential tenants.

## **S/95      SENIOR CITIZEN'S CHRISTMAS PARTY**

Members considered a letter of thanks from a local resident.

### **RESOLVED (unanimous)**

That:-

- i) the letter of thanks be noted.
- ii) Letters of thanks be sent to the School, Choir and Pianist.

## **S/96      TOWN SIGNAGE**

Members discussed the signage issues.

### **RESOLVED (unanimous)**

That the report be noted.

**S/97**      **TAXI RANKS, BOLLARDS AND PARKING PLACES**

The Town Clerk introduced the report and explained that Shropshire Council had asked the opinion of the Town Council regarding possible changes to the Taxi Rank on Tower Street, the installation of a bollard on the corner of Brand Lane and Broad Street and also further additional parking spaces on Lower Broad Street.

**3.1 Extension for the Taxi Rank**

Councillor Pope registered a personal interest in this matter and asked for clarification on the direction of the additional parking space. The Town Clerk confirmed that this was onto Lower Galeford. One Member stated that essentially as Taxis were parking there already it was to legalise the position.

**RECOMMENDED (unanimous)**

That the Town Council supports the extension of the Taxi Rank onto Lower Galdeford.

**S/98**      **3.2 Bollard at the junction of Broad Street and Brand Lane**

The Committee discussed the practicalities of placing a bollard on this junction and decided that it could cause more problems with larger vehicles trying to turn.

**RECOMMENDED (6:0:1)**

That the Town Council objects to a bollard being placed on the junction of Broad Street and Brand Lane.

**S/99**      **3.3 Additional Parallel Parking Bays on Lower Broad Street, (West Side)**

Councillor Jackson declared a prejudicial interest in this issue, being a resident on Lower Broad Street. She pointed out that representations had been made to her husband, who was on the Residents Association. Some were objections because residents perceived problems that could occur with emergency services vehicles at the higher end of Lower Broad Street. Representations in support of additional parking at the lower end of Broad Street outside 37 and 29 had been received.

Councillor Jackson left the room at 8.20 pm.

Councillor Hunt asked for clarification of the parking bays marked on the diagram outside 37-40 as it appeared that they were on the footpath. The Town Clerk confirmed that this was incorrect and they should have been on the road as far as she was aware.

**RECOMMENDED (unanimous)**

That:-

- i) there is no objection to the additional parking spaces at the lower end of Broad Street outside house numbers 27, 40 and 43 and 29 on the opposite side of the road subject to the spaces not being on the footpath.
- ii) there is objection to the additional parking spaces on the higher end of Lower Broad Street outside numbers 68, 71 and 72 due to the potential problems this could cause for emergency vehicles.

Councillor Jackson re-entered the room at 8.25 pm.

**S/100 PARTNERSHIP WORKING**

**RESOLVED (unanimous)**

That this item not be presented to the next Policy & Finance Committee and be discussed at the next Services Committee on the 28<sup>th</sup> March 2010 as the partnership arrangements would be concerning the delivery of services.

**S/101 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 8.45 pm.

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Date

N.B. Confidential Minutes will be issued.