

MINUTES

Minutes of a meeting of the **SERVICES COMMITTEE** held in the Stable Block Meeting Room, Stone House, Corve Street, Ludlow on **MONDAY 28th MARCH 2011** at **7.00PM**

S/105 **PRESENT**

Chairman: Councillor Parry

Vice Chairman: Councillor Hunt

Councillors: Callender; Glaze; Jackson; Newbold; Pope; Pound

Officers: Veronica Calderbank, Town Clerk;
Gina Wilding, Communications Officer

In attendance: Councillors Aitken; Davies; McCormack
Councillor Rosanna Taylor-Smith, Shropshire Council

S/106 **APOLOGIES**

Apologies were received from Councillors Leyton-Purrier and Smithers.

S/107 **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>	<u>Item</u>	<u>Reason</u>
Cllr McCormack	Item 7	Links with the Furniture Scheme
Cllr Newbold	Item 7	Links with the Furniture Scheme
Cllr Davies	Item 7	LTC board member of Cittaslow
Cllr Pope	Item 14	Town Band uses the Town Badge
Cllr Parry	Item 14	Council Representative on the Jubilee Group

S/108 **PUBLIC OPEN SESSION**

The Chairman welcomed the members of the public to the meeting and invited Shropshire Councillor Rosanna Taylor-Smith to speak. Councillor R. Taylor-Smith informed those present that she had sent a letter of support to the Town Council regarding the Linney Riverside Park.

Councillor R. Taylor-Smith also expressed her thanks to the Council's Direct Labour Force for their work tending and planting borders in Ludlow "they all look good" and the daffodils and pansies in Old Street looked especially cheerful.

S/109 MINUTES

RESOLVED (unanimous)

That the Minutes of the Services Committee meeting held on the 21st February 2011 be approved as a correct record and signed by the Chairman.

S/110 PROJECT UPDATES

a) The Buttercross Phase II Works

The Buttercross Stage II Works have almost been completed with the exception of pigeon deterrent works and a rusted down pipe.

b) Linney Riverside Park

The Linney Riverside Park application for stage II funding has been made to the Big Lottery by the Friends of Linney Riverside Park Community Group.

c) Wheeler Road Community Building Project

An application has been made to amend the planning application to accommodate additional features.

d) HLF Bid – Stage I

The bid submission date has been deferred for two months to allow time to scope and incorporate current developments as outlined in S/108 a and b. Consultation by questionnaire is currently taking place.

RESOLVED (unanimous)

That the report be noted.

S/111 COUNCIL PROPERTIES

Members received an update from the Town Clerk and noted that there will be report on all Council properties at the next Services meeting.

a) Buttercross

A request has been received to use the ground floor as the Ludlow Visitor Information Centre ("VIC") in a partnership with Shropshire Council and to use Shropshire Council staff to assist in the staffing of the Interpretation

Centre. Shropshire Council will outline their proposals in greater detail at the Local Joint Committee ("LJC") meeting on 30th March 2011.

b) Guildhall

A request for the Guildhall to be used as a museum and possible asset transfer are to be proposed by Shropshire Council at the LJC.

RESOLVED (unanimous)

That the Town Clerk draft a full report regarding the VIC and Museum relocation for consideration at the Full Council meeting on 9th May 2011.

S/112 RESOLVED (5:0:2)

That the opening times of the cemetery gates be discussed at the Annual Council Meeting on 9 May 2011.

S/113 PARTNERSHIP WORKING

RESOLVED (unanimous)

That all efforts should be made to forge partnerships with local Community Groups to bid for any available grant funding for the Town. Details of a grant application should be brought to Committee, although if assistance is required in an emergency the majority of Committee members must be contacted and in agreement.

S/114 RECOMMENDED (6:1:1)

That the Council enters into a 25 year Lease with the Earl of Plymouth for additional land, adjacent to Wigley Fields, if it is available.

S/115 RECOMMENDED (5:2:1)

That:-

- i) Links with Grow, Cook and Share be explored;
- ii) a new Allotment Association to be named 'Jubilee Allotments' to coincide with the Queens Jubilee in 2012, when any the new allotment, if successful, will be opened.

S/116 RECOMMENDED (4:3:1)

That partnership links with the Furniture Scheme be approved to recycle the Council's Market and other cardboard waste.

S/117 RESOLVED (6:0:2)

That a report be brought back to Committee regarding the options for shared use of the Coder Road Depot.

S/118 RESOLVED (6:1:1)

That as Ludlow already has a Tourism Group and it is not necessary to set up a Tourism Sub-Committee from the Services Committee Members.

S/119 RECOMMENDED (4:1:3)

That the question of continuing Membership of the 'Cittaslow' organisation for the year 2011-2012 be deferred to the next Full Council meeting.

S/120 DLF QUARTERLY REPORT

Members queried that the number of hours spent litter picking Weyman Road seemed higher than usual; the Town Clerk responded that the workforce were responding to increased litter problems.

The Committee commented that the hours recorded for Henley Road Cemetery also seemed high; the Town Clerk responded that a 'one off' grave audit had been undertaken on Committee authority.

The Town Clerk stated that grass cutting at St Laurence's Garden of Rest is currently under review until responsibility for the area, under the Closed Church yard Act is firmly established. The Town Council will continue with grass cutting as usual in the interim.

RESOLVED (unanimous)

That the report be noted and grass cutting of the Garden of Rest continue until further information is available.

S/121 SERVICE PLANNING OVERVIEW

RESOLVED (unanimous)

That the item be deferred to the next meeting.

S/122 CEMETERY CHARGES

RESOLVED (unanimous)

That the item be deferred to the next meeting.

S/123 **LAND, TOILETS AND STREETLIGHTS**

The Town Clerk outlined the proposal that Town Council's responsibility for streetlights is exchanged for Shropshire Council's toilets in Castle Street and Smithfield (13 metered street lights on the Market Square would be retained for the use of the market and Mayfair).

The Town Clerk said the exchange made sense because Shropshire Council could maintain the streetlights more cheaply than Ludlow Town Council and vice versa regarding toilets. The proposal also included renegotiating the terms of the Agreement regarding land currently maintained by Ludlow Town Council, which would be explained in greater detail in the Special Council meeting at the conclusion of the Services Committee.

RESOLVED (unanimous)

That the report be noted.

The meeting closed at 8.05 pm.

Chairman

Date

N.B. Confidential Minutes will be issued.