

MINUTES

Minutes of a meeting of the **SERVICES COMMITTEE** held in the Guildhall, Mill Street, Ludlow, on **MONDAY 16th JULY 2018** at **7.00PM**.

S/14 PRESENT

Chairman: Councillor M Clarke

Councillors: Cobley, Ginger, Lyle, O'Neill, Parry (from 7:20pm),
 Paton, Perks, Pote and Smithers (from 7:01pm)

Officers: Gina Wilding, Town Clerk
 Sean Turgoose, DLF & Market Supervisor
 Tony Caton, Market Officer
 Charlotte Ambrazas, Admin Assistant

S/15 HEALTH & SAFETY

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

S/16 APOLOGIES

Apologies were received from Councillors Garner and Gill

S/17 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>
Councillor Parry	Item 12	Ludlow Contingency Plan Working Group

Personal Interests

<u>Councillor</u>	<u>Item</u>	<u>Reason</u>
Councillor Perks	Item 6	Ludlow In Bloom/ Bench Restoration
Councillor Perks	Item 11	Ludlow Twinning

S/18 PUBLIC OPEN SESSION (15 minutes)

There were no members of the public present.

S/19 **LUDLOW UNITARY COUNCILLORS QUESTION & ANSWER SESSION**

There were no members of Unitary Council present for this item.

S/20 **MINUTES**

RESOLVED MC/GP (Unanimous)

That the minutes of the Services Committee meeting held on the 16th June 2018 be approved as a correct record and signed by the Chairman.

S/21 **ITEMS TO ACTION**

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

RESOLVED MC/GG (Unanimous)

To note the Items to Action.

S/22 **MARKET RENT VAT UPDATE**

RESOLVED MC/AC (Unanimous)

To note item

S/23 **LUDLOW MUSEUM AT THE BUTTERCROSS**

RESOLVED MC/NP (Unanimous)

Members felt that sustainable Bio degradable balloons and flags should be purchased

To approve free of charge entry to the Buttercross on 12th August to celebrate the 2nd anniversary of Ludlow Museum at the Buttercross.

S/24 **RECOMMENDATION MC/VP (Unanimous)**

- i) To approve quote 2 of phase 1 branded merchandise for Ludlow Museum at the Buttercross, and items for display shelves and baskets and allocate an additional £150 from contingency to meet the costs in full.
- ii) To approve quote 2 of phase 2 branded merchandise for Ludlow Museum at the Buttercross and allocate an additional £855.00 from contingencies and meet the costs in full.

S/25 DOG ACCESS POLICY

RECOMMENDATION MC/DL (Unanimous)

That only assistance dogs are permitted into the Ludlow museum at the Buttercross and option 3 of the signage is purchased and displayed at Ludlow Museum at the Buttercross, and at all Ludlow Town Council properties with public access.

S/26 LINNEY RIVERSIDE PARK

RESOLVED (MC /GG) (Unanimous)

To note update

S/27 FAIRTRADE

RECOMMENDED MC/GG (Unanimous)

- i) the report be noted;
- ii) the proposed signage should replace the existing Twinning signage;
- iii) the signage should be top plain black sign with wording of a white background;
- iii) the old style enamel sign 'Welcome to Ludlow' should remain;
- iv) the location of the signs should be at the entrance points to Ludlow but exact location to be advised by Highways;

S/28 LUDLOW CONTINGENCY PLAN WORKING GROUP (LCPWG)

RECOMMENDED MC/GP (Unanimous)

That the terms of reference for the LCPWG be adopted.

S/29 WHEELER ROAD SKATE PARK

RESOLVED MC/GG (Unanimous)

That the report be noted.

The meeting closed at 7:36pm

Chairman
N.B. No Closed Session Minutes will not be issued.

Date