



MINUTES

Minutes of a meeting of the **SERVICES COMMITTEE** held in the Stable Block Meeting Room, Stone House, Corve Street, Ludlow on **MONDAY 7th NOVEMBER 2011** at **7.00PM.**

S/59 **PRESENT**

Chairman: Councillor Parry

Councillors: Aitken; Callender; Davies; Hunt; Newbold;

Officers: Veronica Calderbank, Town Clerk
Naomi Brotherton, Admin Assistant

In attendance: Graeme Perks, Skill builders
Priscilla Toop, member of the Public

S/60 **APOLOGIES**

Apologies for absence were received from Councillors Pound and Smithers.

S/61 **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 Parry	7	Committee Member Ludlow in Bloom

S/62 **PUBLIC OPEN SESSION**

The Chairman welcomed members of the public and invited them to ask questions. No questions were asked.

S/63 **MINUTES**

RESOLVED (3:0:2)

That the Minutes of the Services Committee meeting held on the 19th September 2011, be approved as a correct record and signed by the Chairman.

S/64 **LUDLOW IN BLOOM**

The Chairman asked the Committee to note the new format of the minutes for Ludlow in Bloom. She stated that Ludlow in Bloom were meeting soon to discuss next year's planting.

There was a discussion over whether the planting scheme for 2012/13 for Ludlow Town Council should be solely in patriotic colours to celebrate the Diamond Jubilee or Olympian colours/themes for the 2012 London Olympics.

The Town Clerk pointed out that a new source had to be found for plants for 2012 as Shrewsbury Town Council had already placed their order back at the start of October and the decision for 2013 needed to be made before October 2012.

RESOLVED (unanimous)

That:-

- i) the Ludlow in Bloom minutes for the 18th October be received;
- ii) the planting scheme colours for Ludlow Town Council in 2012 should be half patriotic and half in Olympian colours/themes.

S/65 **FINGERPOSTS**

The Town Clerk informed the Committee that a fingerpost was already situated in Castle Square pointing to the public conveniences but at a previous meeting the Committee had requested the fingerpost pointing to the Ludlow Assembly Rooms should also include a public toilets symbol. As there was a fingerpost in situ, she stated that the words "& WC" could be added by a sign writer which was more economical than having a new fingerpost manufactured.

There was a debate on whether this would now be suitable as the Assembly Rooms was no longer open between 3pm and 6 pm or on Sundays and it could mislead.

RESOLVED (4:0:1)

That this matter be referred to full Council for consideration.

S/66 **GARDEN OF REST**

The Town Clerk reminded the Committee that delegated authority had been given to seek a maintenance fee from Shropshire Council, the owners of the Garden of Rest. She stated that £3,000 had now been received this year for the maintenance of the grass for 2011-12.

RESOLVED (unanimous)

That receipt of £3,000 for the 2011-12 maintenance grant for the Garden of Rest be noted.

S/67 **CIRCUS ON WHEELER ROAD PLAYING FIELD 2012**

The Town Clerk drew the Committee's attention to the request from Mr Lawson for a Circus on Wheeler Road Playing Field in 2012.

Following a question from a Member the Town Clerk confirmed that if litter, damage or posters were left for the Town Council to remove then the £250 damage deposit paid by the Circus would not be refunded.

RESOLVED (unanimous)

That the proposed Circus should be allowed to go ahead on Wheeler Road.

S/68 **MONDAY MARKETS REQUEST AND MARKET MATTERS**

The Town Clerk drew Members' attention to the request from Mellington Nurseries to pay a retainer for a specific pitch during the winter months. This would provide additional income and the pitch could be let to casual traders during this period, in the knowledge that the pitch was reserved for the Spring.

Councillor Newbold stated that if this option was offered to one trader it should be offered to all traders. This opinion was supported by Councillor Hunt.

RECOMMENDED (unanimous)

That a winter retainer for market stalls should be offered to all traders at £5.00 per trading day.

S/69 **UPDATE ON MARKET INCOME**

The Town Clerk informed the Committee that 87.7% of the target market income for 2011-12 had been received. She pointed out that although it appeared there had been an overspend in code 4226 this was for the hire of additional market stalls at £10 each which were then rented to traders for £20 per stall or more for the Festival Markets, as shown within the additional income received.

The Town Clerk also explained that the Specialist Markets had done particularly well and referred to the Made in Shropshire Market which had booked to do a regular market once a month next year.

RESOLVED (unanimous)

That the update on Market income be noted.

S/70 CEMETERY MATTERS

The Town Clerk updated the Committee on Cemetery matters including repairs to kerbing and resurfacing of the paths, which would take place next week if the weather permitted. She informed the Committee that due to damage to the graves and paths, all Memorial Masons had been instructed not to take their vehicles into the Cemetery.

She stated that works on Cemetery House had been completed and the house let to responsible tenants, while work was continuing on the Cemetery toilets.

The Town Clerk advised the Committee that the polytunnel had been erected in the Nursery, which now had a water supply.

RESOLVED (unanimous)

That the report be noted.

S/71 HERITAGE AWARDS

The Town Clerk explained that the Linney and the Buttercross had been nominated for Heritage Awards. The Buttercross had been successful but due to the awards being given for aesthetics the Linney was still some way from completion and therefore unsuccessful. An award Ceremony would take place on the 6th December 2011 at the Charlton Arms, Ludlow at 6.30 pm.

Following a question from a Member about the completion of the Linney Riverside Park, the Town Clerk stated that the play equipment was due to arrive in December and that she was seeking advice on the pontoon and turfing. She advised that a fence to protect both the bank planting and the public from falling in, would soon be erected for a two year period as the bank hedge grew.

RESOLVED (unanimous)

That:-

- i) the Heritage Award achieved for the Buttercross be noted;
- ii) the timing of the award ceremony would take place on 6th December 2011 at the Charlton Arms at 6.30 pm and Members were invited to attend.

S/72 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 8.20 pm.

Chairman

Date

N.B. Confidential Minutes will be issued.