



MINUTES

Minutes of a meeting of the **SERVICES COMMITTEE** held in the Stable Block, Stone House, Corve Street, Ludlow on **MONDAY 11TH JANUARY 2010** at **7.00PM**

S01/10 **PRESENT**

Chairman: Councillor Newbold (Councillor Pound not present)

Vice Chairman:

Councillors: Callender (7.15pm); Hunt; Parry; Pope; Taylor-Smith

In Attendance: None

Officers: Veronica Calderbank, Town Clerk; Hannah Coleman, Assistant Clerk

S02/10 **APOLOGIES**

Apologies for absence were received from Councillors Davies, Glaze and Pound.

S03/10 **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 interests as follows:

Personal Interests

<u>Member</u>	<u>Item</u>
Parry	10 – Member of Ludlow in Bloom Committee
Taylor-Smith	5 – Unitary Councillor and Shropshire Council involved in Castle Square ownership 10 – Related to member of Ludlow in Bloom Committee

S04/10 **PUBLIC OPEN SESSION**

There were no members of the public present.

S05/10 MINUTES

RESOLVED (unanimous)

That the minutes of the Services Committee meeting held on 23rd November 2009 be approved and signed as a correct record.

S06/10 ITEMS TO ACTION UPDATE REPORT FROM NOVEMBER 2009

The report was noted. It was further noted that the meeting regarding the Garden of Rest had been rescheduled to 12th January 2010, and the Town Clerk would keep the Committee informed on the Castle Square ownership issues.

S07/10 MARKET MATTERS/ENHANCEMENTS/GRITTING

The Town Clerk reported that a trolley would be purchased at a nominal cost to transport the new backsheets and stall aprons to the market. The distribution of sheets and aprons would take place in the next two weeks and a deposit system would be established with the market traders at the Market Trader meeting scheduled for 1st February 2010.

The Committee was informed that the Direct Labour Force had been instructed to clear snow and spread grit on the Market and in the Cemetery when necessary.

RESOLVED (4:0:1)

To charge the market traders a deposit of up to £15.00 each item, for a backsheet and apron.

RESOLVED (unanimous)

To waive the market rents dating back to the start of the severe weather and for the duration as determined by the Town Clerk.

RESOLVED (unanimous)

To draft a Gritting Policy for consideration at the next Services Committee meeting. The policy would include the installation of grit bins on the market area, supply of grit/salt, equipment required and liabilities.

RESOLVED (unanimous)

To write a letter of thanks to the Shropshire Council depot in Craven Arms for their donation of 1 ton of grit.

S08/10 CEMETERY

Following the Town Council meeting held on 4th January 2010 it was agreed that all works required in the Cemetery would be quoted individually and reported back to the next Services Committee meeting.

S09/10 BUTTERCROSS REPAIRS

The Town Clerk provided a verbal progress report on the structural works undertaken and the Contract Notice for the external and cupola works. Only competent companies with at least £10m insurance would be considered after the deadline of 29th January 2010.

The ground floor works at the Buttercross have commenced and the office repairs was being considered as part of the budget preparation and future premises discussions. English Heritage and the Conservation Officer would be involved.

RESOLVED (unanimous)

To recommend to the Policy & Finance Committee that an Evaluation Panel should be formed to consider the Buttercross Works Tenders and that Councillors Hunt, Newbold and Pound should sit on the panel.

S10/10 THE LINNEY

The Town Clerk provided a verbal progress report on the public consultation to take place over January and February 2010, to include Castle Gardens.

S11/10 LUDLOW IN BLOOM

The minutes of the committee meeting held on 26th November 2009 were noted. Ludlow in Bloom would be discussing project ideas with the Town Clerk soon.

S12/10 EXCLUSION OF THE PUBLIC AND PRESS

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 8.10pm.

Chairman

Date

N.B. Confidential Minutes will be issued.