

## SERVICES COMMITTEE

Minutes of the Services Committee meeting held at Bishop Mascall Centre, Ludlow, on Monday 12<sup>th</sup> January 2009 at 7.00 pm.

---

**MEMBERS PRESENT:** Councillors Pound (Chairman), Bradley (Vice-Chairman), Glaze, Kidd, Newbold, Pope and Taylor-Smith

**IN ATTENDANCE:** Councillor Aitken

**OFFICERS PRESENT:** Hannah Coleman, Assistant Clerk and Dick Harpur, Community Services Officer

**S90/08 APOLOGIES FOR ABSENCE** – Apologies for absence were received from Councillor Smithers.

**S91/08 PERSONAL AND PREJUDICIAL INTERESTS** – The following declarations of interest were made:

Agenda No.	Councillor's Name	Personal	Prejudicial	Reason
7. c) 7. f)	M. Taylor-Smith	✓	✓	Relation to member of Ludlow in Bloom
7. f)	G. Kidd		✓	Director of Food & Drink Festival

**S92/08 PUBLIC OPEN SESSION** – There were 3 members of the public present.

Rosanna Taylor-Smith, Mill Street, reminded the Committee that Councillor Mitchell was now the Town Council representative of Pride of Place and a meeting was scheduled to take place on 21<sup>st</sup> January at 5.00pm at the Buttercross.

Colin Sheward, Ludlow resident, introduced a new Ludlow in Bloom scheme to place 10 new planters in the courtyards outside Ludlow Library. Local schools would be involved and a Library Garden and Museum Garden would be created. The space would be used for small events and as a meeting space. The existing tree would be replaced with a stronger more mature tree, supplied by Floribunda.

**S93/08 MINUTES** – It was **RESOLVED** that the minutes of the Services Committee held on 17<sup>th</sup> November 2008 be accepted as a correct record.

**S94/08 ITEMS TO ACTION UPDATE** – The update was **NOTED**. It was **RESOLVED** to defer any decisions on Market costs until further advice had been sought.

**S95/08 LUDLOW MARKET**

a) **Performance Report** – It was **NOTED** that a comprehensive report to illustrate the actual costs of the market, to include staff time and projections, was in progress.



**b) Markets Sub-Committee** – The notes of the meeting held on 8<sup>th</sup> December 2008 were **APPROVED**.

- (i) **Events Calendar 2009** – It was **RESOLVED** that the Markets Sub-committee would negotiate with the Market Traders Association to submit a detailed proposal to hire the Market Square on approximately 5 free Sundays during 2009 for their own markets. It was **AGREED** that the completion of the Market Business Plan was necessary in order to charge fees effectively
- (ii) **August Markets** – It was **AGREED** to defer the decision to hold 4 additional Craft & Country Markets on Tuesdays in August
- (iii) **Provision of Back Sheets** – It was **RESOLVED** not to supply back and end sheets to traders

**c) Biffa Waste Collection** – It was **AGREED** to ask for continuing resources from SSDC to review the current waste collection service for the Market and draw up a management plan.

**d) Rotary Tree of Light** – The email from the Ludlow Rotary Club expressing thanks for the support received and a request to learn the Council's reactions to the Tree was **NOTED**.

#### **S96/08 AMENITIES**

**a) DLF Activity Report** – The report was **NOTED**. It was **RESOLVED** that the hours of the Community Services Officer should be scheduled with the DLF time.

**b) Work Mobile Telephones** – It was **RESOLVED** that a copy of the Employees Handbook should be considered at the next appropriate committee meeting in order to review the current situation.

Councillor Taylor-Smith declared a personal interest in the following item.

#### **c) Ludlow in Bloom**

(i) **Report of Meeting** – The report of the meeting held on 9<sup>th</sup> December 2008 was **RECEIVED**

(ii) **Flower Beds** – The comments made by the Ludlow in Bloom Committee were **NOTED**

**d) Lifebuoy Pilot Scheme** – Councillor Taylor-Smith reported. It was **AGREED** to lead the Pilot Scheme and pursue the funding application made to the Local Joint Committee.

**e) Toilet Facility in Wheeler Road** – It was **AGREED** to investigate the feasibility and costs of making an external access to the existing toilets in the Guide Hut.

Councillors Kidd and Taylor-Smith declared a prejudicial interest in the following item and left the room.



f) **Castle Gardens** – It was **AGREED** that a policy would be drawn up to allow only bands and other recreational events but to consider not allowing any temporary structures.

Councillors Kidd and Taylor-Smith returned to the meeting.

g) **Fishmore View** – The attached letter received from I. R. Morris was **NOTED**. It was **RESOLVED** to address the issue of youth problems in that area and investigate the inclusion of the area in the Alcohol Control Zone. It was **AGREED** that the steps into the wildlife area would remain and to look into the provision of new trees through the SSDC tree scheme.

#### **S97/08 CEMETERY**

a) **Cemetery Fees** – It was **RESOLVED** to increase the Exclusive Rights of Burial from £270 to £375 and the re-opening of a grave from £80 to £231 in order to come in line with the standard rate of fees adopted in Shropshire. It was further **RESOLVED** that the non-parishioner rates would remain the same. It was **NOTED** that the Town Council rates remained competitive to Ludford as a neighbouring parish.

b) **Cemetery Chapel** – It was **RESOLVED** that the Christmas Lights Working Group would seek quotes to install more appropriate Christmas Lights in the Chapel.

#### **S98/08 PRIORITY LIST**

a) **Professional Services from SSDC** – It was **NOTED** that Mark Povey, SSDC, had been asked to assist and advise on items detailed on the Priority List.

b) **Priority List** – The Priority List was **APPROVED**. It was **AGREED** to recommend to the Policy & Finance Committee that Council go out to tender for the Castle Gardens and Cemetery Drainage works. It was further **AGREED** to add the Buttercross Clock Tower to the Priority A List.

(i) **Linney Park** – The opening of Linney Park in 2009 was discussed. It was **AGREED** to recommend to the Policy & Finance Committee that:

- The boating activities in 2009 were temporarily suspended
- The car park was extended and resurfaced, a parking meter was installed and professional advice on management of parking was sought

It was **RESOLVED** that the jetty would be fenced off with appropriate signage.

It was **RESOLVED** to suspend Standing Orders and continue the meeting for a further 30 minutes.

Councillor Kidd left the meeting at 9.04pm.

(ii) **Fishmore View** – It was **RESOLVED** to remove the concrete slab

#### **S99/08 BUDGET PREPARATIONS**

a) **Budget Codes** – It was **AGREED** to recommend the draft 2009/10 budget codes pertinent to the Services Committee to the Policy & Finance Committee



b) **Christmas Lights** – It was **AGREED** to allocate £10,000 to the Lights in 2009 with an income budget of £2,000

**S100/08      REPORTS FROM OUTSIDE ORGANISATIONS**

- a) **Friends of Whitcliffe Common** – There was no report available.
- b) **Town Walls Trust** – There was no report available.
- c) **Pride of Place** – There was no report available.

The meeting closed at 9.19pm.

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Date