



## SERVICES COMMITTEE

Minutes of the Services Committee meeting held at Bishop Mascall Centre, Ludlow, on Monday 13 October 2008 at 7.00 pm.

**MEMBERS PRESENT:** Councillors Pound (Chairman), Bradley (Vice-Chairman), Callender, Kidd and Pope

**IN ATTENDANCE:** Councillor Wilcox

**OFFICERS PRESENT:** Linda A Thomas, Town Clerk and Dick Harpur, CSO

**S68/08 APOLOGIES FOR ABSENCE** –Apologies for absence were received from Councillors Newbold and Smithers.

**S69/08 PERSONAL AND PREJUDICIAL INTERESTS** – The following declarations of interest were made:

Agenda No.	Councillor's Name	Personal	Prejudicial	Reason
4	M. Bradley	✓		Possible personal interest if discussion arose on Minute S67/08, as relative of deceased persons in cemetery

**S70/08 PUBLIC OPEN SESSION** – There were no members of the public present.

**S71/08 MINUTES** – It was **RESOLVED** that, subject to the amendment listed below, the minutes of the Services Committee held on 22 September 2008 be accepted as a correct record.

Amendment: Minute S57/08 Councillor Kidd is a Director of the Food & Drink Festival not a Trustee.

**S72/08 ITEMS TO ACTION UPDATE** – The update was **NOTED**. It was confirmed that Terms of Reference would be produced for discussion at the next meeting. Items such as Cardboard Recycling should be kept under review.

**S73/08 LUDLOW MARKET**

a) **Performance Report** – Due to continuing staff absence a report was not available.

b) **Biffa Bins** – **RESOLVED** that a Management Plan for the operation of the waste collection facilities be presented to the Town Council.

c) **Market Review** – Details of support processes available from NABMA had been circulated. **Resolved** that an application be made to be considered for the proposed case study project. Members raised a number of issues which should come under consideration in the Review, viz: Setting up a Business Plan, use of electricity and waste collection facilities,



staffing resources, anticipated downturn in trading, marketing the market, revenue, contracts, licences. It was agreed a meeting be held with other interested stakeholders to identify other areas for review. It was **Resolved** that Business Link be contacted to discuss involvement in the production of a Business Plan.

#### **S74/08 AMENITIES**

- a) **Amenity Area & Property Report** – The report of the Community Services Officer was tabled and noted. It was agreed that a Report on refurbishing and updating the Linney be drawn up for consideration in the Budget cycle.
- b) **Winter Planting – RESOLVED** that only the Castle Gardens bed near the canon be planted up for the winter, to allow recovery time.
- c) **Castle Gardens – RESOLVED** that pollarding of the lime trees be approved subject to the approval of the Tree Officer and that consideration be given to an annual programme of works.
- d) **Ludlow in Bloom** – The report of the meeting held on 23 September 2008 was received. Congratulations on the attainment of a Silver Gilt Award were recorded.

**S75/08 BUDGET CONSIDERATIONS FOR 2008/09 – Resolved** that costings for the listed items be obtained for consideration at the Budget meeting.

#### **S76/08 REPORTS FROM OUTSIDE ORGANISATIONS**

- a) **Friends of Whitcliffe Common** – Nothing further to report at this time.
- b) **Town Walls Trust** – Councillor Kidd reported that it was hoped that works on the walls in the St Johns area would commence before Christmas.
- c) **Pride of Place** – Nothing to report at this time.

The meeting closed at 8.35pm.

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Chairman

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Date