



## SERVICES COMMITTEE

Minutes of the Services Committee meeting held at Bishop Mascall Centre, Ludlow, on Monday 13<sup>th</sup> July 2009 at 7.00 pm.

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**MEMBERS PRESENT:** Councillors Pound (Chairman), Newbold (Vice-Chair), Davies, Pope and Taylor-Smith

**IN ATTENDANCE:** Councillor Aitken

**OFFICERS PRESENT:** Veronica Calderbank, Town Clerk and Hannah Coleman, Assistant Clerk

**S28/09 APOLOGIES FOR ABSENCE** – Apologies for absence were received from Councillors Glaze and Smithers.

**S29/09 PERSONAL AND PREJUDICIAL INTERESTS** – The following declarations of interest were made:

Agenda No.	Councillor's Name	Personal	Prejudicial	Reason
8. b)	M. Taylor-Smith	✓		Relative to member of Ludlow in Bloom
10. c)	M. Taylor-Smith	✓		Relative to Chairman of Pride of Place

**S30/09 PUBLIC OPEN SESSION** – There were 4 members of the public present.

Mr Barnard, Teme Avenue, had heard that the May Fair might go out to tender and stated his wish that Mr Wynn should stay. He also said that he believed the bus shelter should not have cost £1,000 to repair and could have been done for much less. He reported that he had volunteered to make safe the damage for the May Fair operators. Also, any damage to Castle Lodge was due to lack of building maintenance carried out by the occupier. He suggested that Mr Wynn should be allowed to operate next year at least.

**S31/09 MINUTES** – It was **RESOLVED** unanimously that the minutes of the Services Committee meeting held on 8<sup>th</sup> June 2009 be accepted as a correct record.

**S32/09 ITEMS TO ACTION** – The Town Clerk reported and the update was **NOTED**. The following discussions took place:

- **Market Licences** – It was reported that the new Market Manager, Leslie Davis Inglis, had started in her post and would be issuing the licenses shortly. She would report at the next meeting
- **Market Tenders** – It was reported that a Special Council meeting had been called for Wednesday 5<sup>th</sup> August 2009 to consider the tenders following the deadline of 12 noon on Friday 31<sup>st</sup> July



- **Balance of Trades & Stall Allocation Policy** – It was **RESOLVED** unanimously to approve the Policy for adoption at Council
- **Football Pitches in Wheeler Road** – It was **RESOLVED** to put a 5-a-side pitch along the Wheeler Road length of the field, and a full pitch along the Wheeler Road width

**S33/09 MARKETS SUB-COMMITTEE** – It was **RESOLVED** to recommend to Council that the Sub-Committee should cease to exist.

**S34/09 LUDLOW MARKET**

**a) Market Charter** – The Town Clerk reported that the Charter will be obtained from Shropshire Archives and copies will be made available.

**b) Market Waste Removal** – It was **NOTED** that the Town Clerk had met with the relevant traders and the issue was being monitored.

**c) Entertainments Square** – Following the recent proliferation of A-Boards, it was **RESOLVED** to write to Shropshire Council to take action to create a policy to give written permission for a maximum of 2 A-Boards to be placed immediately outside the business premises. It was further **RESOLVED** to issue a press release and send a copy of the policy to all businesses and organisations in the vicinity of Castle Square when this policy was made.

**d) May Fair** – Work was undertaken by Kontakt Engineering to repair the vandalised bus shelter. A claim may be made on the insurance however the excess is £250. A member of the public had said that the Market Charter states there must be a May Fair. The Town Clerk advised that the current operator had no exclusive rights to the Fair and it was important to establish what the costs of running the Fair were and what the Council were prepared to accept. It was **RESOLVED** unanimously to form a May Fair Sub-Committee to meet and discuss layout, specification, contract and other issues with Mr Wynn, to consider the option of going out to tender and that process and to make recommendations to Council as to how to proceed.

**S35/09 AMENITIES**

**a) Wheeler Road** – It was **NOTED** that the Football Foundation was considering the grant application for £20,000. Members were encouraged to attend the Wheeler Road Youth Open Day on Saturday 25<sup>th</sup> July 2009 starting at 12 noon

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

**b) Ludlow in Bloom** – The minutes of the meeting held on 12<sup>th</sup> May 2009 were **NOTED**. The results for the Heart of England in Bloom would be known in September.

**c) Street Furniture** – The letter of thanks received from a resident in East Hamlet praising the prompt action taken by the Direct Labour Force to repair a bench was **NOTED**. The work that had been carried out was well done.



**S36/09 CEMETERY**

a) **Cemetery Toilets** – Members discussed the various options and quotes that had already been received. It was **RESOLVED** that the Town Clerk be authorised to collect quotes for the works to be undertaken.

**S37/09 REPORTS FROM OUTSIDE ORGANISATIONS**

a) **Friends of Whitcliffe Common** – There was no report available.

b) **Town Walls Trust** – Councillor Davies. The bid for £500,000 had been submitted.

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

c) **Pride of Place** – Councillor Taylor-Smith. A litter pick would be held on the last Saturday of the month at 10.00am meeting at the Buttercross.

**S38/09 EXCLUSION OF PRESS AND PUBLIC: PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960** – It was **RESOLVED** that, in the view of the confidential nature of the business to be transacted, the press and public be excluded for the remainder of the meeting.

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Chairman

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Date