



## MINUTES

Minutes of a meeting of the **SERVICES COMMITTEE** held in the Stable Block, Stone House, Corve Street, Ludlow on **MONDAY 17<sup>th</sup> MAY 2010** at **7.00PM**

### **S62/10**    **PRESENT**

Chairman:            Councillor Parry

Vice Chairman:    Councillor Hunt

Councillors:        Glaze; Newbold; Pope; Pound; Smithers (joined the meeting at 7.25 pm)

In Attendance:    Cllr Aitken; Davies.  
Councillor Rosanna Taylor-Smith, Shropshire Council, also Ludlow in Bloom

Officers:            Veronica Calderbank, Town Clerk;  
Naomi Brotherton, Administration Assistant (on secondment from Shropshire Council)

The Chairman welcomed Naomi Brotherton who was minuting the meeting.

### **S63/10**    **APOLOGIES**

Apologies for absence were received from Councillors Martin Taylor-Smith and Jackson.

### **S64/10**    **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 personal interests as follows:

<u>Member</u>	<u>Item</u>
Cllr Parry	Ludlow in Bloom
Cllr Smithers	Ludlow in Bloom

**S65/10 PUBLIC OPEN SESSION**

Councillor Rosanna Taylor-Smith, Mill Street, Unitary Councillor was invited by the Chairman to speak. Councillor R Taylor-Smith thanked the Town Council for their support with Ludlow in Bloom. Judging day is the Thursday 8<sup>th</sup> July 2010.

Councillor Aitken confirmed that he would be the Representative on the next Local Joint Committee Meeting held at the Ludlow Food Centre on 25<sup>th</sup> May 2010 at 7.00 pm.

**S66/10 MINUTES**

**RESOLVED (unanimous)**

That the Minutes of the Services Committee on the 12<sup>th</sup> April 2010, be approved as a correct and signed, subject to:-

amendment of a typographical error at S50/10, third paragraph, line two, to strike out the word 'already'.

**S67/10 MARKET WEBSITE**

The Town Clerk explained that the Market website would soon be enabled to accept payments online through Paypal. A demonstration would be available in the next few weeks and will be presented at a future Policy & Finance Committee, although should Members wish they can view it beforehand through a request to the Market Manager.

A Member asked if the Market website was a link from the Town Council website. The Town Clerk explained that it was stand alone site linked to [www.ludlow.gov.uk](http://www.ludlow.gov.uk) which the Market Manager will be able to update the page daily, whilst The Communications Officer will continue to update the Town Council's main website. The name for the new website is [www.ludlowmarket.co.uk](http://www.ludlowmarket.co.uk).

**S68/10 BUTTERCROSS**

The Town Clerk informed Members that English Heritage had approved the documentation submitted for the Stage II works and that Treasure & Sons had been appointed as Contractor. Work would start imminently, taking approximately 12 weeks to complete. Scaffolding will be put across the roof and the cupola would be removed for repair.

Following a question from Councillor Pope, the Town Clerk confirmed that a considerable amount of new materials would be used due to the poor condition of the Buttercross and some of the replacements would be constructed off site. She added that photographs will be available for

Members to chart progress should they so wish. A pre-meeting with the Contractor has been arranged and Members were invited to attend.

**RESOLVED (unanimous)**

The Committee agreed that the Flag Protocol would be deferred to the Policy & Finance Committee.

**S69/10 THE LINNEY CONSULTATION**

The Town Clerk informed the Committee that there will be a Flood Forum meeting, with Councillor Rosanna Taylor-Smith attending in her capacity as Unitary Councillor. The Town Council will need to nominate a representative to attend.

She outlined that there had been problems with the toilets on the Linney and the proprietor for the Millennium Green had opened them although there was no water due to burst pipes. The toilets have suffered from vandalism and unauthorised entry. The toilets have now been made secure and quotes for CCTV are being obtained.

**RESOLVED (unanimous)**

It was resolved that the issue of Representation on the Flood Forum will be deferred until the next Council Meeting.

**S70/10 STONE HOUSE STABLES ACCESS**

The Town Clerk explained to Members that a new security system had been installed at the Stable Block. Entry will be by swipe card only outside office hours which will prevent any suspicion. Each card can be identified to its owner and loaning cards to anyone other than the bearer would result in disciplinary action.

Councillor Smithers entered the meeting at 7.25 pm.

The Town Clerk explained that outside office hours, access to the building would be by swipe card entry and a green exit button to leave the building.

There was a discussion about disabled access and the Town Clerk confirmed that Shropshire Council would be adding a handrail to the steps at the front of the building to satisfy the Disability Discrimination Act.

She also informed the Committee that the toilet was currently being moved from the kitchen and that the Town Council had gained further storage in the Stable Block which was racked out and ready to use.

**S71/10 WHEELER ROAD COMMUNITY PROJECT**

The Town Clerk confirmed that the application would be discussed at the next Representational Committee and in the circumstances Members could not vote, as the Town Council was the applicant, but she suggested that they could support the application and make representations.

Members were invited to see the Boxing Club and should speak to the Town Clerk regarding this. She also informed the Committee that there was a funding meeting on the 20<sup>th</sup> May 2010 at the Police Station.

**S72/10 LUDLOW IN BLOOM**

The Town Clerk informed Members that the flowers for the hanging baskets would be delivered on the 18<sup>th</sup> May 2010. Councillor Aitken reaffirmed that the Judging day was the 8<sup>th</sup> July 2010 starting at 9.30 am at the Ludlow Conference Centre with Councillor Rosanna Taylor-Smith giving a short presentation. The day would finish with a hot food buffet at Guy Thornycroft Court, which is to be confirmed by the Chairman. The Chairman requested use of the marquee and informed the Committee that she has found a Town Crier for the day free of charge.

Discussion turned to allotments and Councillor Aitken referred to the latest minutes from Ludlow in Bloom, page 2 and he urged the Town Council to support the initiative of helping pensioners in their gardens, which would be discussed at a future Services Committee.

A Member informed the Committee that houses belonging to South Shropshire Housing Association were renting part of the back gardens for allotments and this could be a route for the Town Council with private residents. The Town Clerk agreed to investigate options and report back to Services at a future meeting.

**RESOLVED (unanimous)**

That the Town Clerk will investigate options for allotments and report back to the next Services Committee.

**S73/10 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 8.20pm.

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Date

N.B. Confidential Minutes will be issued.