



## SERVICES COMMITTEE

Minutes of the Services Committee meeting held at Bishop Mascall Centre, Ludlow, on Monday 8<sup>th</sup> June 2009 at 7.00 pm.

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**MEMBERS PRESENT:** Councillors Pound (Chairman), Newbold (Vice-Chair), Callender, Davies, Glaze, Hunt and Pope

**IN ATTENDANCE:** Councillor McCormack

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

It was **AGREED** that a minutes silence should be held for Councillor Graeme Kidd, who had recently passed away, and his family.

**S15/09 APOLOGIES FOR ABSENCE** – Apologies for absence were received from Councillors Smithers and Taylor-Smith.

**S16/09 PERSONAL AND PREJUDICIAL INTERESTS** – There were no declarations of interest made.

**S17/09 PUBLIC OPEN SESSION** – There were no members of the public present.

**S18/09 MINUTES** – It was **RESOLVED** that the minutes of the Services Committee meeting held on 18<sup>th</sup> May 2009 be accepted as a correct record.

It was further **RESOLVED** that the Town Clerk would submit a report to the next meeting on the Market Charter and clauses.

**S19/09 MARKETS SUB-COMMITTEE** – It was **RESOLVED** to consider amending the meeting start time at Full Council.

### **S20/09 LUDLOW MARKET**

It was **NOTED** that the Interviews for the post of Market Officer would take place on Thursday 11<sup>th</sup> June 2009. It was **RESOLVED** that members of the Staffing & Appeals Sub-Committee plus Councillor Newbold, the Town Clerk and Chris New would sit on the Interview Panel.

**a) Holiday Allowance** – It was **RESOLVED** to defer this item until the new Market Officer was in post.

It was **RESOLVED** to suspend Standing Orders and move into Private Session for the remainder of the Item.

**b) Entertainments Square** – It was **RESOLVED** that the Town Clerk would submit a report to the next meeting.



c) **May Fair** – The Town Clerk reported on various issues, including electrician costs, Police fees, bus shelter repairs and a tender for 2010. It was **RESOLVED** that the Town Clerk would submit a detailed report to the next meeting.

d) **Market Town Awards** – There was no further update.

It was **RESOLVED** that the issue of market waste removal would be put to the person allegedly abusing the facilities and as an item for discussion at a future meeting.

#### **S21/09 AMENITIES**

a) **Guide Hut Toilets** – It was **NOTED** that the Town Clerk was due to meet with a Police representative to discuss potential vandalism risks associated with creating another means of ingress.

b) **John Lawson Circus** – It was **NOTED** that the Town Clerk had negotiated a total fee of £350, including a deposit of £250.

It was **AGREED** that Councillor Callender would find the name and contact details of a possible leader/trainer to fulfil funding requirements for the development of Wheeler Road.

#### **S22/09 CEMETERY**

a) **Chapel Doors** – It was **RESOLVED** to seek quotes for increasing the height of the existing porch gate and to defer a decision until further information was available.

b) **Cemetery Toilets** – It was **RESOLVED** that the Town Clerk would submit a report to the next meeting, especially to address the issues of DDA access and paths.

It was **RESOLVED** to suspend Standing Orders and extend the meeting for a further 15 minutes.

#### **S23/09 REPORTS FROM OUTSIDE ORGANISATIONS**

a) **Friends of Whitcliffe Common** – It was **RESOLVED** to appoint a representative on this body at the next Full Council meeting.

b) **Town Walls Trust** – Councillor Davies. The tabled report was **NOTED**.

c) **Pride of Place** – It was **RESOLVED** to appoint a representative on this body at the next Full Council meeting.

**S24/09 ITEMS TO ACTION** – The tabled update was **NOTED**. It was **RESOLVED** that Councillors Glaze, Newbold and Pope would meet to discuss Christmas Lights soon.



**S25/09**                    **MINUTES** – It was **RESOLVED** that the confidential minutes of the Services Committee meeting held on 18<sup>th</sup> May 2009 be accepted as a correct record.

**S26/09**                    **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