

MINUTES

Minutes of a meeting of the **SERVICES COMMITTEE** held in the Guildhall, Mill Street, Ludlow, on **MONDAY 15th JULY 2019** at **7.00PM**.

S/24 PRESENT

Chairman: Councillor M Clarke

Councillors: Gill, Ginger, Mahalski, O'Neill, Parry, Paton, Perks,
and Smithers

Officers: Gina Wilding, Town Clerk
Sean Turgoose, DLF Supervisor
Sarah Smith, Finance Officer
Tony Caton, Market Officer

S/25 HEALTH & SAFETY

The Chair informed Councillors of the fire exits, fire assembly point and asked that everyone sign the attendance log.

S/26 RECORDING OF MEETINGS

The chair notified those present that under the Openness of Local Government Regulations 2014, recording and broadcasting is permitted during public session of Council Meetings.

S/27 APOLOGIES

Apologies were received from Councillor Cobley, Garner, Lyle and Pote.

S/28 DECLARATIONS OF INTEREST

Disclosable Pecuniary Interests

None

Conflicts of Interest

<u>Councillor</u>	<u>Item</u>	<u>Reason</u>
Parry		Chair of Ludlow in Bloom
Ginger	10	Shopkeeper in Ludlow

Personal Interests

<u>Councillor</u>	<u>Item</u>	<u>Reason</u>
Paton		Ludlow in Bloom
Perks	13	Involved with bench repairs

S/29 PUBLIC OPEN SESSION (15 minutes)

There were no public in attendance

S/30 LUDLOW UNITARY COUNCILLORS QUESTION & ANSWER SESSION

Councillor Parry thanked the staff for their help with the Ludlow in Bloom judging on Friday 12th July, and informed the Committee that the visit from the judges had gone very well.

S/31 MINUTES

RESOLVED (unanimous) MC/GG

That subject to the amendments of the inclusion of the election of the Vice Chair, and the addition of 'and that chemical treatment (Town Clerk asked for this to be specified) is applied to protect from future damage' to minute S/14 regarding the Castle Gardens Cannon, the minutes of the Services Committee meeting held on the 3rd June 2019 be approved as a correct record and signed by the Chairman.

S/32 ITEMS TO ACTION

The Chairman thanked the staff for completing the items to action.

RESOLVED (unanimous) MC/GG

To note the Items to Action.

S/33 LOWER CORVE STREET TREE

RESOLVED (unanimous) GG/TG

To write to the resident to confirm that no specific evidence had been submitted, and no further action would be taken by Ludlow Town Council.

S/34 LOWER CORVE STREET BENCH

RESOLVED (unanimous) MC/GG

To note the prompt action taken so that an illegally positioned picnic bench was removed from Town Council land at Lower Corve Street.

S/35 LUDLOW MARKET VAT ADVICE

RESOLVED (unanimous) GG/TG

To note the advice to be prepared to deal with any future approach from HMRC by taking the following action:

1. Make sure you have a copy of the advice from Roger Thomas QC which can be obtained from the NABMA office. Share it with your professional advisors.
2. Make sure you have a copy of the advice of NABMA's own VAT consultant which forms the basis of our original argument. This can also be obtained from the NABMA office.
3. Review your letting arrangements and compare them with the standard NABMA licence and regulations which Mr. Thomas assessed as being VAT free. These documents are included in the publications section of the NABMA website at www.nabma.com.

S/36 LUDLOW MARKET LICENCES

RESOLVED (unanimous) MC/GP

To approve inclusion of the following wording in the license:

'This Authority is under a duty to protect the public funds it administers, and to the end may use information you have provided on this form to prevent and detect fraud. It may also be shared with other bodies responsible for auditing or administering public funds for these purposes. For further information please visit www.audit-commission.gov.uk/nfi'

S/37 RESOLVED (unanimous) MC/GG

To seek legal advice regarding the terms that specifically refer to trading age restrictions and bring the information back to the committee.

S/38 RESOLVED (unanimous) GG/TG

That the points raised in the shoppers charter are covered in law and the document is not required.

S/39 NIGHT MARKETS

The Chair thanked Councillor Paton for compiling the report.

Councillor Gill left the meeting at 7.40pm

Councillor Gill re-entered the meeting at 7.45pm

RECOMMENDED (8:1:0) GP/MC

- i) To set up a Night Markets Working Group, and the working group will use the Night Markets Report to consult with local organisations including the Chamber of Trader and residents.
- ii) That the Working Group's consultation and recommendations to Services Committee actively consider the potential impact that Night Markets could have on existing businesses within the Town.

S/40 ST JOHNS GARDENS

RECOMMEND (unanimous) MC/TG

- i) To write to the resident confirming that Ludlow Town Council does not own or have liability for the town walls in the St John's Garden area.
- ii) To advise that, as stated by Historic England, the town wall in Ludlow are in multiple ownership.
- iii) To suggest the Historic England may be a source of specialist knowledge that may be of assistance to the resident.

S/41 LINNEY TOILETS

The Chairman thanked staff for a successful completion of the project.

RESOLVED (unanimous) MC/GP

- i) To thank the contractor for the high quality of their work, and for delivering the project on time
- ii) That the the Linney Noticeboard is used to display details of the refurbished toilet opening and provide updates on other Town Council projects.

S/42 LINNEY BOATING

RESOLVED (unanimous) MC/GP

To note the report.

S/43 LUDLOW STREET SCENE

Councillor Ginger left the meeting at 7.55pm
Councillor Ginger re-entered the meeting at 8pm

Councillor Gill left the meeting at 8.05pm
Councillor Gill re-entered the meeting at 8.07pm

RESOLVED (unanimous) TG/GG

- i) To write a letter to Shropshire Council expressing concerns regarding the detrimental impact of the reduced numbers of Highways, Street Scene staff and contractors.
- ii) To note the information presented regarding community pay back, but not to investigate this option further until staff capacity allows.

S/44 HENLEY ROAD CEMETERY

RECOMMENDED (unanimous) MC/GP

To adopt the statutory Children's Funeral Fund for England

S/45 EXCLUSION OF PRESS AND PUBLIC: PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

The Chairman moved 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.

RESOLVED (Unanimous) MC/GP

That the public be excluded and the meeting continue in closed session.

The meeting closed at 8.15pm

Chairman
N.B. Closed Session Minutes will be issued.

Date