

MINUTES

Minutes of a meeting of the **SERVICES COMMITTEE** held in the Guildhall, Mill Street, Ludlow, on **MONDAY 3rd JUNE 2019** at **7.00PM**.

S/01 **PRESENT**

Chairman: Councillor G Perks

Councillors: Garner, Gill, Ginger, Lyle, Mahalski, Parry, Pote and Smithers

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

S/02 **ELECTION OF VICE CHAIR**

Councillor Ginger proposed Councillor Perks as Vice Chair for the coming year.

RESOLVED (unanimous) GG/TM

That Councillor Perks be elected Vice Chairman of Services Committee for 2019/2020.

S/03 **HEALTH & SAFETY**

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

S/04 **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/05 **APOLOGIES**

Apologies were received from Councillor Clarke and Cobley.

S/06 **DECLARATIONS OF INTEREST**

Disclosable Pecuniary Interests

<u>Councillor</u>	<u>Item</u>	<u>Reason</u>
None		

Conflicts of Interest

<u>Councillor</u>	<u>Item</u>	<u>Reason</u>
Parry	13	Ludlow in Bloom
Parry	16	Resident previously donated to Ludlow in Bloom

Personal Interests

<u>Councillor</u>	<u>Item</u>	<u>Reason</u>
Ginger	10b	Shopkeeper
Lyle	15	Uses play areas with family
Perks	12/13/16	Involved with woodwork repairs

S/07

A Ludlow resident who previously attended the Annual Town Residents Meeting commented on the weed growth on the town wall at St Johns Gardens. She requested that the Town Council assist in the maintenance of the wall adjacent to her property.

A second resident attended the meeting and expressed to the committee his disappointment at the amount of litter and dog fouling in Ludlow. He suggested the use of community service to keep the streets clean. Furthermore, the resident commented on the need for maintenance of some privately owner commercial properties in the Town Centre.

Councillor Ginger responded that Shropshire Council is the litter authority in the town. Councillor Jones added that it is the responsibility of the respective owners to maintain private properties.

S/08 **LUDLOW UNITARY COUNCILLORS QUESTION & ANSWER SESSION**

Councillor Parry updated members regarding a recent meeting of Shropshire Councils Transport & Highways Committee. She informed members that the decision to cut funding to bus services in Ludlow may have been rescinded.

In addition, she updated members regarding the maintenance of Ludlow Carparks, stating that Shropshire Council (SC) were due to resurface during them the Summer this year, and an electric charging point was being installed by SC at Galdeford Carpark.

RESOLVED (unanimous) GG/TG

That a positive response should be made following a formal communication from Shropshire Council confirming the decision to rescind the funding cuts to bus services in Ludlow, and the planned resurfacing of Ludlow Car Parks should be welcomed in a letter of thanks.

S/09 **MINUTES****RESOLVED (unanimous) TG/GG**

That the minutes of the Services Committee meeting held on the 8th April 2019 be approved as a correct record and signed by the Chairman.

S/10 **ITEMS TO ACTION**

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

RESOLVED (unanimous) GP/GG

To note the Items to Action.

S/11 **LUDLOW MARKET OVERNIGHT PARKING**

The Market Officer informed members that until a parking order was made by Shropshire Council on the Market Square, traders faced difficulties manoeuvring trailers on and off the market each day because of the parked vehicles.

The Town Clerk confirmed that the existing policy documents did not permit overnight parking on the market square and a committee decision would be required to change this situation.

RESOLVED (unanimous) GG/RJ

In the absence of a parking order on the Market Square, to approve the request from the two traders to leave their trailers on the Market Square overnight when they were trading the next day. The permission is subject to the payment of a fee for electricity used overnight.

S/12 **FOOTFALL**

RESOLVED (unanimous) GG/TM

That a footfall survey would not be undertaken on the Market Square.

S/13 **WASTE COLLECTION**

The DLF Supervisor confirmed that recycling was carried out where possible, however waste was not always separated by cemetery users and this sometimes prevented recycling.

RESOLVED (unanimous) GG/RJ

- i) That other options for waste management are explored and a report is brought back to Committee
- ii) To authorise amendment to weekly collections at an additional cost until a new agreement is reached.

S/14 CASTLE GARDENS

RECOMMENDED (9:0:1) GG/TM

- i) To establish the ownership and the maintenance liability for the small retaining wall surrounding Castle Gardens.
- ii) If the Town Council has maintenance liability, to seek quotes for remedial works.
- iii) To note that the advice of the Conservation Officer would not remove the spores from the wooden carriage of the cannon.
- iv) To agree that the spores are detrimental to the health of the wooden structure and arrange for the wooden plinth under the cannon to be carefully pressure washed to remove the spores and that chemical treatment (Town Clerk asked for this to be specified) is applied to protect from future damage

S/15 LUDLOW IN BLOOM JUDGING

RECOMMENDED (unanimous) VP/GG

To approve the request from Ludlow in Bloom to use the Museum at the Buttercross as a starting point for 2019 judging from approx. 9.15am on Friday 12th July, and delay public opening if necessary.

S/16 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) GP/RJ

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

The meeting closed at 8.13pm

Chairman

N.B. Closed Session Minutes will be issued.

Date