

POLICY & FINANCE COMMITTEE

8th June 2009

You are summoned to attend a meeting of the Policy & Finance Committee which will be held at The Bishop Mascall Centre, Lower Galdeford, Ludlow, SY8 1RZ, on

Monday 15th June 2009 at 7.00pm.

TO: MEMBERS OF POLICY & FINANCE COMMITTEE: Councillors Aitken, Davies, Glaze, Mitchell, Newbold, Pope, Pound, Taylor-Smith and Wilcox

AGENDA

1. **APOLOGIES** – To receive any apologies for absence
2. **PREJUDICIAL AND PERSONAL INTERESTS** – To receive any specific declarations of interest
3. **PUBLIC OPEN SESSION (15 minutes)** – Members of the public are invited to make representations on any matter relating to the work of the Committee
4. **MINUTES** – To approve the minutes of the meeting held on Monday 18th May 2009
5. **ACCOUNTS SUB-COMMITTEE**
Minutes – To receive the minutes of the meeting held on Wednesday 20th May 2009
6. **YEAR END RETURN** – To note that the ‘Year End’ has now been completed and work on the internal Audit for 2008/9 has been completed and sent to the external auditors . Draft accounts were presented at the Annual Town Meeting on 29th May 2009.
7. **STALL REPLACEMENT MARKET REFURBISHMENT SCHEME**
A meeting will be held at the refectory within the Harley Centre Ludlow College on 10th June 2009
8. **ITEMS OUTSTANDING** – To note the following items are on-going:
 - a) **Entertainments & Post Office Squares** – Continue to form a Policy to take legal and management control of Castle Square

- b) **Quality Council Status** – Clarify the current requirements
- c) **Delegation/Devolution of Services to Parish and Town Councils** – Meeting to be arranged with Shropshire Council. Large Councils Meeting on 9th June 2009

9. ITEMS TO NOTE

Councillor Graeme Kidd – Civic Funeral 16th June 2009 1pm St Laurences Church. Members meeting at the Buttercross at 12 noon

- 10. **REPORTS FROM WORKING GROUPS** – To receive any reports from the following Working Groups:

- a) **Website & Newsletter** – To appoint Members to the working group

- b) **Remembrance Sunday**

- (i) **Next Meeting** – The next meeting is scheduled for 20th July 2009

- (ii) **Members** – To appoint Members to the working group

- 17. **REPORTS FROM OUTSIDE ORGANISATIONS** – To receive reports from any of the following organisations:

- a) **Ludlow Joint Committee** Represented urgently required
First Meeting on 1st July

- b) **South Shropshire Area Committee** Councillor Callender

- c) **Six Market Towns** Councillor Smithers

- 18. **EXCLUSION OF PRESS AND PUBLIC: PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960** – The Chairman will move 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.

CONFIDENTIAL ITEMS

- 19. **MINUTES** – To approve the confidential minutes of the meeting held on Monday 20th April 2009 (Pg 13)

- 20. **CALENDAR OF EVENTS** – To consider the attached report (pg 15)

- 21. **COMPLAINTS LOG** – The Town Clerk will report at the meeting.

- 22. WEBSITE & NEWSLETTER WORKING GROUP** – Please see the attached report (pg 17)

Town Clerk