

MINUTES

Minutes of a meeting of the **SERVICES COMMITTEE** held in the Guildhall, Mill Street, Ludlow, on **MONDAY 21ST NOVEMBER 2016** at **7.00PM**.

S/49 **PRESENT**

Chairman: Councillor R Jones

Councillors: Clarke, Draper, Gill, Ginger, J. Newbold, S. Newbold,
Parry and Smithers.

Officers: Gina Wilding, Town Clerk
Sean Turgoose, DLF & Market Supervisor
Tony Caton, Market Manager
Lucy Jones, Senior Finance Assistant

S/50 **HEALTH & SAFETY**

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

S/51 **APOLOGIES**

Apologies for absence were received from Councillors Cobley and Lyle.

S/52 **DECLARATIONS OF INTEREST**

Disclosable Pecuniary Interests
None declared.

Conflicts of Interest

<u>Councillor</u>	<u>Item</u>	<u>Reason</u>
Councillor Parry	13	Ludlow in Bloom

Personal Interests

<u>Councillor</u>	<u>Item</u>	<u>Reason</u>
Councillor Ginger	12a	Peace Memorial bench plaque
Councillor R. Jones	12a	Peace Memorial bench plaque

S/53 **PUBLIC OPEN SESSION**

Mrs K Bradburn, Market Trader, asked the Committee to reconsider her exclusion from Ludlow Market. She stated that she could not make excuses

for her behaviour but wished to apologise and say that she was remorseful about the incident. She asked that Councillors don't judge her or her business over this isolated episode and undertook that it will never happen again.

S/54 LUDLOW UNITARY COUNCILLORS QUESTION & ANSWER SESSION

Councillor Parry, Ludlow South, wished to reassure Councillors that the current rumours circulating about the closure of Ludlow Hospital were completely untrue. The two Trusts that run the hospital were combining but this would not affect the hospital services.

S/55 MINUTES

RESOLVED (Unanimous) RJ/MC

That the minutes of the Services Committee meeting held on the 9th September 2016, be approved as a correct record and signed by the Chairman.

S/56 ITEMS TO ACTION

RESOLVED (Unanimous) RJ/JS

That the Items to Action report be noted.

S/57 PUBLIC TOILETS

Councillor Parry stated that the enhanced rate paid to staff on Christmas Day and Boxing Day was a reasonable sum to ensure the conveniences were open and clean.

RESOLVED (8:0:1) VP/RJ

That opening hours for Castle Street Toilets will be as follows:-

- i) Saturday 24th December – normal opening/cleaning hours;
- ii) Sunday 25th December (Christmas Day) – normal opening/cleaning hours with enhanced payment;
- iii) Monday 26th December (Boxing Day)– normal opening/cleaning hours with enhanced payment;
- iv) Tuesday 27th December to Sunday 1st January - normal opening/cleaning hours.

S/58 BUDGET CONSIDERATIONS AND RECOMMENDATIONS

Councillor Ginger asked that a comparison of fees be made available in order to consider any increase for next year, he suggested contacting Hereford, Bridgnorth and Oswestry Councils.

Councillor Gill stated that he understood that several local markets were in trouble and have very few traders, this should be taken into consideration when looking at the market fees as we don't want to drive away traders. Councillor Parry agreed that the market is an important asset to the town as well as an income stream for the Council.

Councillor Clarke suggested increasing fees in line with inflation and that setting an annual increase on all fees of 1% may be appropriate.

RESOLVED (Unanimous) GG/TG

That the Councils fees be looked at again at the next meeting with further information on the fees charged by Hereford, Bridgnorth and Oswestry Councils.

S/59 RESOLVED (8:0:1) RJ/MC

That the decision on Ludlow Market Rents be deferred to the next Services Committee meeting.

S/60 RESOLVED (Unanimous) RJ/VP

That the decision on Street Trading fees be deferred to the next Services Committee meeting.

S/61 RESOLVED (Unanimous) JS/MC

That the decision on Henley Road Cemetery fees be deferred to the next Services Committee meeting.

S/62 RECOMMENDED (Unanimous) JS/MC

That VAT is charged in addition to the current cemetery fees as appropriate

S/63 RECOMMENDED (Unanimous) RJ/MC

That the addition of VAT on the relevant Cemetery fees take immediate effect.

S/64 MARKET ELECTRIC

RESOLVED (Unanimous) MC/GG

That the data, policy and charges be reviewed after December 2016 once a full year's information is available.

S/65 **BENCH REFUBISHMENT**

Councillor Ginger suggested that Mr Perks applies for a Project Support Grant to undertake the works.

RESOLVED (Unanimous) GG/RJ

That the Town Clerk write to Mr Perks to suggest that he apply to the Council for a Project Support Grant.

S/66 **WWI COMMEMORATION**

a) Peace Memorial Bench Plaque

Councillor Ginger confirmed that this would be completed at no cost to the Council.

RESOLVED (Unanimous) GG/MC

That the Peace Memorial Bench Plaque be approved at no cost to the Council.

S/67 **b) Castle Gardens Memorial Tree**

RESOLVED (Unanimous) GG/RJ

That the update on the Castle Gardens Memorial Tree and stone plaque be noted and the Council support the project.

S/68 **c) Lower Corve Street Bench**

Councillor Parry confirmed that this would be completed at no cost to the Council.

RESOLVED (Unanimous) RJ/GG

That the Lower Corve Street Bench be agreed at no cost to the Council and that residents be consulted on the final design.

S/69 **LUDLOW IN BLOOM**

RESOLVED (Unanimous) RJ/GG

That the Heart in Bloom marking sheet be noted.

S/70 TREES

Councillor Ginger suggested that the Council may wish to consider providing professional indemnity insurance for the Council's Tree Officer so that he could undertake the survey as this may be more cost effective than using an outside contractor. He added that the Council already know that the Tree Officer does a good standard of work and is motivated to preserve trees where possible. The Town Clerk stated that insurance prices had been indicated between £250 and £500.

RESOLVED (7:0:2) PD/RJ

That following consultation with the Council's Tree Officer on the policy and tender documents, the tree survey go out to tender to bring quotations so it can be included in the budget.

S/71 FOUNTAIN

The Town Clerk explained that the Civic Society had offered to clean and repaint the fountain at no cost to the Council. Councillor Draper agreed that this would be of benefit to the town.

RESOLVED (8:0:1) PD/RJ

That the works proposed by the Civic Society to repaint the Castle Gardens Fountain be approved.

S/72 LUDLOW MARKET TRADER - APPEAL

Councillor Draper stated that when a shop breaches their alcohol licence they are given a temporary ban for the first offence, a further breach would lead to a permanent ban. He suggested we could apply this principle to the trader.

Councillor Gill agreed that the Town Council could not compromise its premises licence but that the trader seemed very contrite and he believed that she wouldn't allow this to happen again.

Councillor Jones agreed that the trader had been in the wrong but that where possible the Council should be seen to support local small businesses.

Councillor Clarke added that the action against the trader will have shown all traders that this is a matter the Council takes very seriously.

RESOLVED (Unanimous) RJ/VP

That:-

- i) The Market Trader be permitted to return to Ludlow Market from the 1st December 2016.
- ii) The Town Clerk write to the Market Trader to restate the severity of the incident, to request a written procedure for the sale of alcohol, confirm that this procedure has been explained to all staff and state that should any similar incident occur the Trader will be banned for life from Ludlow Market.
- iii) The Town Clerk be thanked for her swift action in this matter.

S/73 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) RJ/MC

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

The meeting closed at 8.20pm

Chairman

Date

N.B. Closed Session Minutes will be issued.