



## MINUTES

Minutes of a meeting of the **ANNUAL TOWN MEETING** held at Methodist Church Broad Street, Ludlow on **MONDAY 25<sup>th</sup> APRIL** at **7.00PM**

### **ATM/01 PRESENT**

Mayor:	Councillor Pote
Councillors:	Adams, Boddington, Childs, Garner; Gill; Ginger Lyle; Parry; Ginger; Pote; Tapley, Thompson; Waite.
Officers:	Gina Wilding, Town Clerk. Kate Adams, Deputy Town Clerk Charlotte Ambrazas
Unitary Councillors:	Vivienne Parry via zoom
Electors:	18

### **ATM/02 WELCOME BY THE MAYOR**

The Mayor welcomed everyone to the meeting and stated that it had been very enjoyable serving as Mayor in 21/22.

It had his honour to present civic awards to 14 of Ludlow's Volunteers and was proud that the Town Council has made considerable progress with its Climate Action Agenda. The Town Council has taken part in important Local debates including Community Guidance, Electric Charging points and speeding drivers and Youth Service provision.

The Mayor stated that the Town Council strongly supports adequate provision for Ludlow Young people and explained that his Mayor's Charity - Ludlow Young Health worked to provide a safe drop in space for young people aged 10 – 17 & 18 – 25 yrs.

The Town Council are delighted that Ludlow Market has re-emerging as a hub of community commerce and would work to maintain this. Ludlow is Town of Sanctuary and committed to welcoming refugees.

### **INSPECTOR ROBERTS**

Inspector Roberts spoke of the recent work of her officers in Ludlow and answered questions from residents.

**ATM/03 APOLOGIES**

Apologies were received from Councillor Jones.

**ATM/04 PRESENTATION ON THE WORK OF THE TOWN COUNCIL 2021-2022**

The Mayor outlined the Town Council's response to climate change.

**CLIMATE ACTION**

- Ludlow Town Council declared its Climate Emergency Resolution in 2019.
- 2019/20 undertook a carbon audit; and staff and councillors training to help grow awareness.
- The Action Plan commits Council to actively reduce its carbon usage and is an important step to achieve zero carbon by 2030.
- Effective actions can be small as well as large and engaging with the whole community is important.

**TOWN OF SANCTUARY**

In September 2021, the Town Council declared Ludlow a Town of Sanctuary supporting those fleeing violence and persecution in their own countries. The Town Council recognises the potential contribution that refugees can make to the town of Ludlow, and Shropshire.

The council is committed to welcoming refugees, to working with community groups and to recognising and publicising Ludlow as a Town of Sanctuary.

Ludlow has flown the Ukrainian flag in solidarity with the people of Ukraine.

**Completed Projects in 2021/22**

- Installation of bus shelter, Upper Galdeford
- Staffing Structure Review
- Refurbishment of Henley Road Chapel doors
- Town Centre Recovery Grant – Love Ludlow - supporting tourism in Ludlow
- Tree Survey and associated tree works
- New website for Ludlow Museum at the Buttercross

**ANNUAL REPORT**

The Town Council's Annual Report is available on its website:  
[www.ludlow.gov.uk](http://www.ludlow.gov.uk)

**ATM/05 STAFFING COMMITTEE – COUNCILLOR LYLE**

Councillor Lyle as Chair of the Staffing Committee to speak on the work of the Committee - managing the council's responsibilities as an employer.

**Aims of the Staffing Structure Review 2020 / 21**

- To help the council continue to deliver great services for Ludlow.
- To create the capacity to meet the future ambitions of the council.
- To adopt a model for continuous improvement.
- Implement a programme of recruitment to relieve short staffing.

**ATM/07 SERVICES COMMITTEE – COUNCILLOR**

Chair of the Services Committee, Councillor Boddington spoke on the work of the Committee.

**Services Committee**

Monitors the provision of all local services including:

- Ludlow Museum at the Buttercross
- The Guildhall
- Henley Road Cemetery
- The Linney Riverside Park
- Wheeler Road Skate Park, MUGA and play area
- Houseman Crescent Play Area
- Castle Gardens
- St John's Gardens
- Activities on Events Square
- Ludlow market
- Street Trading
- Websites and social media
- Christmas Lights
- Civic events
- Public conveniences
- Committee meetings
- Finance and Admin Functions

**ATM/08 REPRESENTATIONAL COMMITTEE – COUNCILLOR GINGER**

Chairman Councillor Ginger explained the remit of Representational Committee to make representations to Shropshire Council on planning applications, pavement permits, licensing matters, traffic management and road closures. Consults on and agrees locations for town council funded bus shelters. He said that Ludlow Town Council wants to work with Shropshire Council to create opportunities which support the future prosperity of Ludlow.

**ATM/09 POLICY & FINANCE COMMITTEE – COUNCILLOR ADAMS**

Chair of the Policy and Finance Committee, Councillor Adams explained that the committee monitors the council's budget expenditure and income and reviews and approves policies.

**ATM/10 WRITTEN QUESTIONS FROM RESIDENTS**

**Questions for Ludlow Residents Association**

**Q1.** *Re: annual meeting Monday 25th April Questions concerning St Laurence's churchyard and environs*

*Could you please inform the audience of:*

**a)** *the long running current situation with repairs needed to the Town Walls*

**b)** *can anything be done about the backs of the commercial buildings (Costa coffee etc) that run along the side of St Laurence as they are looking very shabby. Both problem areas are of detriment to Ludlow centre and the church, and also look awful for residents and tourists alike.*

**a) Ludlow Town Walls**

The wall is owned by St Laurence Parochial Parish Church (PCC). Shropshire Council took the emergency response lead at the time of the collapse. A legal debate between Shropshire Council, the Town Council and PCC commenced in 2015, and Ludlow Town Council agreed to lead those looking for a way of funding the necessary repairs to the collapsed section of the Ludlow Town Wall, next to the Garden of Rest.

It was recognised that this would be a large project, involving commissioning and agreeing a full specification for the repair works contract, working out an accurate estimate of the likely cost of those works and getting all of the necessary permissions. Ludlow Town Council looked to Shropshire Council and St Laurence's Parochial Church Council to do whatever they can in support of the project.

Early in 2016, the first meeting between LTC and the PCC liaison group had taken place, and project stages were agreed in outline; and discussions with statutory bodies were begun.

In 2017, the scoping work was complete and tenders for the preliminary works were undertaken. The cost for the preliminary works to create a detailed report and recommendations for the final stage repair works was

£38,550, and LTC explored sources of funding from grant giving bodies and other sources.

An application for borrowing was made to the Secretary of State's office and approved in 2019. A Faculty, and Scheduled Monument consent applications were made prior to the invasive coring works, and the specification for these works was informed by the non-invasive works just prior.

The works were delayed by the pandemic in 2020. The detailed report and recommendations for the final stage repair works was presented to the town council and their legal advisors took receipt of it in early 2022. The report is being considered by a barrister.

It is estimated that the cost of the repair works will exceed three million pounds. Works of this scale required a comprehensive and robust process, and the next stages will be:

- Diocesan Advisory Committee (DAC) review of the report
- Preparation of repair tender docs by Ludlow Town Council's (LTC) consultant.
- Tender and select supplier by LTC
- LTC public consultation for funding from Public Works Loan Board (PWLB); and seeking funding from other agencies.
  
- DAC formal review of chosen supplier repair solution prior to faculty petition
- LTC application to Sec of State for borrowing approval & PWLB loan application
- Diocesan Public notice for repair prior to faculty grant
- Statutory consultation as req'd by DAC (e.g. Historic England)
- Petition for repair to Chancellor for consideration and granting
- Repair works on site.

**b) Backs of the Commercial Buildings**

The commercial buildings are in private ownership and improvement of their appearance is a matter for the owners to undertake. Ludlow Town Council has no direct influence in the matter, but we can take your comments to Shropshire Council to ask if they are able to offer assistance.

Further Questions were received from residents and answered at the meeting.

The meeting closed at 8:18 pm