

LUDLOW TOWN COUNCIL

Tuesday 21st July 2009

You are summoned to attend a Meeting of Ludlow Town Council which will be held at The Bishop Mascall Centre, Lower Galdeford, Ludlow, SY8 1RZ, on

Monday 27th July 2009 at 7.00pm at which your attendance is required.

TO: MEMBERS OF LUDLOW TOWN COUNCIL: Councillors Taylor-Smith (Town Mayor), Davies (Deputy Town Mayor), Aitken, Callender, Glaze, Hunt, Jackson, McCormack, Mitchell, Newbold, Parry, Pope, Pound, Smithers and Wilcox

AGENDA

1. **WELCOME TO OUR NEW COUNCILLOR**
2. **APOLOGIES** – To receive any apologies for absence.
3. **PERSONAL AND PREJUDICIAL INTERESTS** – To receive any specific declarations of interest.
4. **PUBLIC OPEN SESSION (15 minutes)** – Members of the public are invited to make representations to the Council on any matters relating to the work of the Council or to raise any issues of concern.
5. **MINUTES** – To approve the minutes of the Town Council meeting held on 22nd June 2009
6. **SERVICES COMMITTEE MINUTES** – To receive the minutes of the Services Committee meeting held on 13th July 2009
7. **REPRESENTATIONAL COMMITTEE** – To receive the minutes of the Representational Committee meetings held on:-
 - a) 30th June 2009
 - b) 21st July (to be tabled) 2009
8. **REPRESENTATIONAL RECOMMENDATIONS TO COUNCIL** – To consider the following recommendations on the dedication of the fountain in Castle Gardens:
 - a) To consider establishing a Dedication Protocol through discussion with a wide range of community organisations, including the Town Council, following the recent deaths of two former Mayors
 - b) To consider commemorating Dr Lloyd in a fitting way, such as presenting an educational prize

9. **SPECIAL COUNCIL NEXT DATE** – To note that a Special Council meeting will be held on **Wednesday 5th August 2009 at 2.00pm at the Buttercross** to consider the Market Tenders received. (Councillor Pound will be present at the opening at noon on Friday 31st July, if available). This full Council meeting will be in closed session due to the nature of the discussion which involves the confidential business affairs of the tenderers.
10. **MINUTES FROM POLICY & FINANCE COMMITTEE & OTHER WORKING GROUPS AND SUB - COMMITTEES**
 - a) **Minutes** – To receive the minutes of the Policy & Finance Committee meeting held on 20th July 2009 (to be tabled)
 - b) **Accounts Sub-Committee Minutes** – To receive the minutes of the meeting held on Friday 19th June 2009
 - c) **Ludlow Town Development Sub-Committee Minutes** – To receive the minutes of the meeting held on Monday 29th June 2009
 - d) **Ludlow Communications Working Group Minutes** – To receive the notes of the meeting held on Wednesday 15th July 2009
 - e) **Civic Events Working Group Minutes** – To receive the notes of the meeting held on Wednesday 1st July 2009
11. **POLICY & FINANCE RECOMMENDATIONS TO COUNCIL** – To consider the following recommendations made by the Committee:
 - a) Mayfair Sub Committee (with 10a)
 - b) Schedule of meetings for the next 10 months including ATM and Mayor Making
12. **STANDING ORDERS & FINANCIAL REGULATIONS** – To note that the model documents are being reviewed by **NALC** and are due to be reissued in revised Model Form in August. It is recommended that the Town Council defer this item until the revised documents are available.
13. **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.
14. **CONFIDENTIAL MINUTES** – To approve the confidential minutes of the meeting held on 22nd June 2009

15. **POLICY & FINANCE COMMITTEE**
 - a) **Minutes** – To receive the confidential minutes of the meeting held on Monday 20th July 2009 (to follow)
 - b) **Staffing & Appeals Sub-Committee Minutes** – To receive the minutes of the meeting held on Monday 6th July 2009
16. **SERVICES COMMITTEE MINUTES** – To receive the confidential minutes of the meeting held on Monday 13th July 2009
17. **STAFF COMMUNICATIONS AND TELEPHONY REPORT**– To consider a report and recommendations as to staff communication/health and safety issues.
18. **LUDLOW ASSEMBLY ROOMS** – Please see the attached report and agreement (to follow)

Town Clerk