



LUDLOW TOWN COUNCIL A G E N D A

To: All Members of the Council, Unitary Councillors, Press
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Despatch date: 10th January 2023

POLICY & FINANCE COMMITTEE

You are summoned to attend a meeting of the Policy & Finance Committee to be held in The Guildhall, Mill Street, Ludlow SY8 1AZ on Monday 15th January 2023 at 7.00pm

Gina Wilding

Gina Wilding
Town Clerk

Key Agenda Items:

- Policy Review
- Climate Action Sub-Committee
- Interim Internal Audit

The public may speak at this meeting

In 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.



1. **Welcome from the Chairman and essential housekeeping information.**
Councillors and members of the public are to note that the fire exit is via the front door. The fire assembly point is on the pavement opposite the Guildhall. For fire safety purposes all Councillors should sign the attendance book and members of the public should sign the attendance sheet.
2. **Recording of Meetings**
Under the Openness of Local Government Regulations 2014, recording and broadcast including blogging, tweeting and other social media is permitted during public session of Council meetings. The act of recording and broadcasting must not interfere with the meeting.

The Council understands that some members of the public may not wish to be recorded and asks that they make this known immediately.
3. **Apologies**
To receive and note apologies from members of the Committee.
4. **Declarations of Interests**
To receive the declarations of interests from Members of the Committee.
 - a) Disclosable Pecuniary Interest
 - b) Declaration of conflicts of Interest
 - c) Declarations of personal interest

Members are reminded that they must not participate in the discussion or voting on any matter in which they have a Disclosable Pecuniary Interest and should leave the room prior to the commencement of the debate.
5. **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.
6. **Ludlow’s Unitary Councillors Session** – Ludlow’s Unitary Councillors are invited to provide a short update on Shropshire Council matters relating to Ludlow.
7. **Minutes**
To approve the minutes of the **POLICY & FINANCE COMMITTEE** meeting held on **Monday 4th December 2023.**
8. **Items to Action**
To note the items to action sheet from the previous Policy and Finance Committee Meeting held on **Monday 4th December 2023.**

	ITEM	Attachment
9.	FINANCE INFORMATION	
	To receive:-	
a)	Cash Book – Payments and Income for November 2023	9a
b)	Reconciliation for November 2023	9b



c)	Barclaycard - Payments, Income & Reconciliation for November 2023	9c
d)	PayPal – Payments, Income & Reconciliation for November 2023	9d
e)	Petty Cash – Payment, Income & Reconciliation for November 2023	9e
f)	Public Sector Deposit Fund – Payment, Income & Reconciliation for November 2023	9f
g)	Income - Payment, Income & Reconciliation for November 2023	9g
h)	Electric Vehicle Charging - Payment, Income & Reconciliation for November 2023	9h
10.	AGED DEBTORS	
a)	To receive a report of current and aged debtors.	10a
b)	To consider a report on debtors.	10b
11.	POLICY REVIEW	
a)	To review and adopt the Safeguarding – Children and Vulnerable Adults Safeguarding Policy	11a
b)	To review and adopt the Safeguarding – Confidential Reporting Protocol	11b
c)	To review and adopt the Councillors Social Media Guidance	11c
d)	To review and re-adopt the Member Meeting Protocol.	11d
12.	CLIMATE ACTION SUB-COMMITTEE	
a)	To receive the minutes of the Climate Action Sub-Committee meeting held on the 4 th January 2024	12a
b)	To consider a report.	12b
13.	INTERIM INTERNAL AUDIT	13
	To review accrual codes 502 relating 2022-23 accrual for £1,458.28 and nominal code 510 that has a balance of £220.70 left on Accruals - "Cancelled Mkt Refund 09/03/23" to ensure that they are reversed as appropriate into the current financial year.	
14.	VAT NOTICE 749 UPDATE	14
	To note the update.	
15.	PUBLIC SECTOR DEPOSIT FUND	15
	To note the update.	



M e m b e r s h i p

Members of the Policy & Finance Committee

Councillors S Waite (Chair); Garner; Gill; Ginger; O'Neill (Vice Chair); Parry; Pote, Urka and B. Waite

Notes

The next Policy & Finance Committee meeting will be held on the 26th February 2024