



LUDLOW TOWN COUNCIL A G E N D A

To: All Members of the Council, Unitary Councillors, Press
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Despatch date: 4th September 2024

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 9th September 2024 at 7.00pm

Gina Wilding

Gina Wilding
Town Clerk

Key Agenda Items:

- **INCOME AND EXPENDITURE**
- **POLICY REVIEW**

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 exits can be found to the rear of the building, left outside the Council Chamber and 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 broadcasting including blogging, tweeting and other social media is permitted during public sessions 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 note apologies for absence 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 22nd July 2024**.

8. Items to Action

To note the items to action sheet from the previous Policy and Finance Committee Meeting held on **Monday 22nd July 2024**.



	ITEM	Attachment
9.	FINANCE INFORMATION To receive:-	
a)	Cash Book – Payments and Income for June 2024.	9a
b)	Reconciliation for June 2024.	9b
c)	Barclaycard - Payments, Income & Reconciliation for June 2024.	9c
d)	PayPal – Payments, Income & Reconciliation for June 2024.	9d
e)	Petty Cash – Payments, Income & Reconciliation for June 2024.	9e
f)	Public Sector Deposit Fund – Payments, Income & Reconciliation for June and July 2024.	9f
g)	Income - Payments, Income & Reconciliation for June and July 2024.	9g
h)	Electric Vehicle Charging - Payments, Income & Reconciliation for June and July 2024.	9h
i)	Mayor’s Charity – Payments, Income & Reconciliation for March, April, May and June 2024	9i
j)	Mayor’s Charity Income – Payments, Income & Reconciliation for March, April, May and June 2024	9j
11.	AGED DEBTORS	
a)	To receive a report of current and aged debtors.	11a
b)	To consider a report on debtors.	11b
12.	INCOME AND EXPENDITURE FOR Q1 2024	
a)	To note the income and expenditure report for Q1 2024	12a
b)	To approve the exceptions report for Q1 2024	12b
13.	POLICY REVIEW	
a)	To approve the Planning for the Future Statement	13a
b)	To approve the draft Staff Code of Conduct as recommended by Staffing Committee on 2 nd September 2024.	13b
c)	To consider the alignment of the Social Media Policy and Disciplinary Policy with the Staff Code of Conduct.	13c
14.	CCLA PUBLIC SECTOR DEPOSIT FUND INVESTMENT To note the June statement	14
15.	NALC TOPIC NOTE – CONTRACT LAW To note the information on basic contract law.	15



M e m b e r s h i p

Members of the Policy & Finance Committee

**Councillors S Waite (Chair); Garner; Gill (Vice-Chair); Ginger; Parry; Thompson;
and B. Waite**

Notes

**The next Policy & Finance Committee meeting will be held on the
21st October 2024**