



## LUDLOW TOWN COUNCIL A G E N D A

To: All Members of the Council, Unitary Councillors, Press  
**Contact: Gina Wilding**  
**Ludlow Town Council, The Guildhall, Mill Street, Ludlow,**  
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**Despatch date: 19<sup>th</sup> February 2025**

### **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 24<sup>th</sup> February January 2025 at 7.00pm

*Gina Wilding*

Gina Wilding  
Town Clerk

### Key Agenda Items:

- Q3 INCOME AND EXPENDITURE
- DEBTORS REPORT
- POLICY REVIEW
- ALLSTAR CHARGE PASS
- ICO FEES

*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 13<sup>th</sup> January 2025**.
- 8. Items to Action**

To note the items to action sheet from the previous Policy and Finance Committee Meeting held on **13<sup>th</sup> January 2025**.



	<b>ITEM</b>	<b>Attachment</b>
<b>9.</b>	<b>FINANCE INFORMATION</b> To receive:-	
a)	Cash Book – Payments and Income for December 2024.	<b>9a</b>
b)	Reconciliation for December 2024.	<b>9b</b>
c)	Barclaycard - Payments, Income & Reconciliation for December 2024.	<b>9c</b>
d)	PayPal – Payments, Income & Reconciliation for December 2024.	<b>9d</b>
e)	Petty Cash – Payments, Income & Reconciliation for December 2024.	<b>9e</b>
f)	Public Sector Deposit Fund – Payments, Income & Reconciliation for December 2024.	<b>9f</b>
g)	Income - Payments, Income & Reconciliation for December 2024.	<b>9g</b>
h)	Electric Vehicle Charging - Payments, Income & Reconciliation for December 2024.	<b>9h</b>
<b>10.</b>	<b>AGED DEBTORS</b>	
a)	To receive a report of current and aged debtors.	<b>10a</b>
b)	To consider a report on debtors.	<b>10b</b>
<b>11.</b>	<b>THIRD QUARTER INCOME AND EXPENDITURE</b>	
a)	To note Q3 income and expenditure report	<b>11a</b>
b)	To approve the Q3 exceptions report	<b>11b</b>
<b>12.</b>	<b>POLICY REVIEW</b>	
a)	To review the amended Investment Policy	<b>12a</b>
b)	To review the amended Policy for Handling of Fundraising Bucket Collection and Static Fundraising Tins for the Mayor's Charity	<b>12b</b>
<b>13.</b>	<b>CLIMATE ACTION TASK AND FINISH GROUP</b>	
a)	To receive the minutes of the Climate Action Task and Finish Group meeting held on the 13 <sup>th</sup> February 2025	<b>13a</b>
b)	To consider the recommendations from the Climate Action Task and Finish Group meeting held on the 13 <sup>th</sup> February 2025	<b>13b</b>
<b>14.</b>	<b>INFORMATION COMMISSIONER OFFICE (ICO) FEES</b> To note the change in fees.	<b>14</b>
<b>15.</b>	<b>ALLSTAR CHARGE PASS</b> To consider a report on Fuel Cards	<b>15</b>
<b>16.</b>	<b>GOOD COUNCILLORS GUIDE</b> To note the NALC Good Councillors Guide to Finance 2025	<b>16</b>



<b>17.</b>	<b>BUDGETS</b>	
a)	To consider a report on the amalgamation of the Licence Fees and the Subscriptions and Publications budget	<b>17a</b>
b)	To consider a report on creating a Transaction Fees cost centre	<b>17b</b>
<b>18.</b>	<b>INTERNAL AUDIT AND YEAR END</b>	<b>No papers</b>
a)	To note the date for the internal audit is 15 <sup>th</sup> May 2025	
b)	To note that the date for the year end is 22 <sup>nd</sup> May 2025	
<b>19.</b>	<b>CCLA PUBLIC SECTOR DEPOSIT FUND INVESTMENT</b>	<b>19</b>
	To note the December 2024 statement	
<b>20.</b>	<b>CIVIC EVENTS</b>	<b>20</b>
	To note the Mayoral Events from November 2024 to January 2025 attended separately by the Mayor and Deputy Mayor.	
<b>M e m b e r s h i p</b>		
<b>Members of the Policy &amp; Finance Committee</b>		
<b>Councillors S Waite (Chair); Garner; Gill (Vice-Chair); Ginger; Miller; Parry; and B. Waite</b>		
<b>Notes</b>		
<b>The next Policy &amp; Finance Committee meeting will be held on the 7<sup>th</sup> April 2025</b>		