



LUDLOW TOWN COUNCIL AGENDA

SERVICES COMMITTEE

To: All Members of the Council, Deputy Town Clerk, DLF Supervisor,
Unitary Councillors, Press

Contact: Gina Wilding, Town Clerk

Ludlow Town Council, The Guildhall, Mill Street, Ludlow, SY8 1AZ

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Despatch date: Thursday 8th June 2023

You are summoned to attend a meeting of the
Services Committee on
Wednesday 14th June 2023 at 7pm
At The Guildhall, Mill Street, Ludlow

Gina Wilding

Gina Wilding
Town Clerk

Key Agenda Items:

- Castle Gardens – retaining wall, posts and chains project
- Henley Road cemetery toilets
- Ludlow Museum at the Buttercross
- Ludlow Town Council owned benches

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 CHAIR & ESSENTIAL HOUSEKEEPING INFORMATION**

To receive a welcome from Chairman of the Committee, Councillor Beverley Waite and a verbal description on the relevant fire exits and procedure.

For fire safety purposes, all attendees of this meeting were asked to give their name upon entry.

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. **ELECTION OF A VICE CHAIRMAN**

To receive nominations and elect a Vice Chairman.

4. **APOLOGIES**

To receive apologies from members of the Committee.

5. **DECLARATIONS OF INTEREST**

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 meeting temporarily prior to the commencement of the debate.

6. **PUBLIC OPEN SESSION (15 MINUTES)**

Members of the public are invited to make representations to the Committee on any matters relating to the work of the Committee, or to raise any issues of concern.

7. **LUDLOW'S UNITARY COUNCILLORS SESSION**

Ludlow's Unitary Councillors are invited to provide a short update on Shropshire Council matters relating to Ludlow.

8. **MINUTES**

To approve as a correct record the open and closed minutes of **Services Committee** minutes of Wednesday 12th April 2023.



9. ITEMS TO ACTION

To note the items to action sheet from Wednesday 12th April 2023.

	ITEM	Attachment
10.	<p><u>CASTLE GARDENS – RETAINING WALL, POSTS & CHAINS PROJECT</u></p> <p>a) To note the steps taken so far and information provided.</p> <p>b) To consider the need for this work and that further information will be brought to the next Services Committee meeting.</p>	1
11.	<p><u>LIFEBUOYS & RIVER SAFETY</u></p> <p>a) To note the planned improvements to our lifebuoy provision.</p> <p>b) To note the organisation of a public river safety training session on 6th July and to consider the suggestion of an educational event on 23rd August.</p>	2
12.	<p><u>HENLEY ROAD CEMETERY TOILETS</u></p> <p>a) To consider the next steps as listed in the report.</p>	3
13.	<p><u>LUDLOW MUSEUM AT THE BUTTERCROSS</u></p> <p>a) To note the Family Friendly Audit took place on Friday 26th May and the report will be brought to Services Committee</p> <p>b) To note the report written for the Friends of Ludlow Museum.</p> <p>c) To note the Museum at the Buttercross flyer currently being printed.</p> <p>d) To consider the suggestion of inviting community groups to visit the Museum on summer evenings.</p>	4
14.	<p><u>LUDLOW TOWN COUNCIL OWNED BENCHES</u></p> <p>a) To note the update on works to Ludlow Town Council owned benches.</p> <p>b) To consider the request to dedicate two memorial benches.</p> <p>c) To thank Graeme Perks for his continued assistance in looking after the benches.</p>	5
15.	<p><u>LAND ADJACENT TO 8-10 HENLEY ORCHARDS</u></p> <p>a) To consider the information received from Shropshire Council Rights of Way team.</p>	6
16.	<p><u>BIENNIAL TREE SURVEY REPORT</u></p> <p>a) To consider the information provided in the survey report.</p> <p>b) To consider next steps to be taken.</p>	7



17.	<u>LINNEY PARKING METER</u> To note that the new parking meter has been installed and we now accept both cash and card payments.	No papers
18.	<u>MARKET SUB-COMMITTEE</u> To consider introducing a Ludlow Market Sub-Committee via Full Council.	8
19.	<u>STAFF UNIFORM</u> To consider increasing the annual budget to allow additional items of uniform.	9
20.	<u>CYCLING IN CASTLE GARDENS</u> To consider the introduction of a no cycling policy at Castle Gardens and the display of relevant signage.	10
21.	<u>DAMAGE TO SANDPITS ROAD BUS SHELTER</u> To consider the quotation to repair the bus shelter.	11
22.	<u>EXCLUSION OF PRESS AND PUBLIC: PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960</u> 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.	No papers
23.	<u>FASCIA BOARD WORKS – CEMETERY HOUSE & CHAPEL</u> To consider quotations from local companies to undertake the work.	12

M e m b e r s h i p

Councillors B. Waite (Chairman), Childs, Garner, Gill, Ginger, Jones, Lyle, O'Neill, Parry, Tapley, and S Waite.

Notes

The next Services Committee meeting will be held on Wednesday 26th July 2023.

