

AXMINSTER TOWN COUNCIL

Members of the Operations Committee: Cllrs. Walden (Chair), Brooker (Vice-Chair), Bruce, Burrough, Farrow, Langdon, Paice and Willey.

The Guildhall,
Axminster,
Devon.

9 January 2024

Dear Councillor,

You are hereby summoned to attend a meeting of the Operations Committee which will take place on Monday 15th January 2024 **at 7.00 p.m.** in person at the Axminster Guildhall.

This meeting will be recorded and those recordings will be held for one year by the Town Council.

If members of the public make a representation to the meeting, they will be deemed to have consented to being audio recorded. If you wish to speak during public forum session, please raise your hand and wait to be invited to speak by the Chair.

Members and the public are reminded that **remarks and representations must be addressed through the person chairing the meeting.**

Voting will take place by show of hands and the Chair will indicate that the votes have been noted.

Members are reminded:

- a) Of their obligation to **declare the existence and nature of any personal interests** they may have in any items to be considered at this meeting and to **withdraw if it is a pecuniary one.***
- b) That in reaching decisions they should take into consideration the Town Council's decision to reduce its carbon footprint in the light of the **climate/environment emergency.***
- c) To ensure that their discussions include full consideration of the points set out in the Town Council's **risk management** strategy.*

Public Forum session (limited to 15 minutes or at Chair's discretion)

OC24/001

To note members of the committee present.

OC24/002

To note and, if thought fit, to approve apologies (and reasons for absence).
(LGA 1972 S.85 (1))

OC24/003

To note members of the committee not otherwise in attendance.

OC24/004

To receive any declarations of interest from members of the committee in relation to items of business on this agenda and to note any dispensations previously afforded.
This does not preclude the need for members to declare any additional interests that may arise during the meeting.

Continued Overleaf

OC24/005i)

To consider and, if thought fit, approve the minutes of the Operations Committee meeting held 6th November 2023 and to consider any matters arising (not included within this agenda as business to be attended to.)

OC24/005ii)

To consider any matters arising (not included within this agenda as business to be attended to) from the meeting of the 6th November 2023 and to receive progress report from Clerk:

OC24/006

To consider any matters listed on this agenda that Councillors consider should be dealt with as confidential business as per the provisions of The Public Bodies (Admission to Meetings) Act 1960. (see agenda item [OC24/012\(IC\)](#))

Operations Committee business to be considered:

OC24/007

To consider matters pertaining to the Town Cemetery:

i) To consider the future use of the former “top” area (currently designated as ZZ) at the Town Cemetery for future burials; Clerk to provide report.

OC24/008

To consider matters pertaining to Town Amenity and services:

i) To consider whether the Town Council wishes to afford a grant to a community group based at Abbey Gate for the purpose of providing another AED at the southern area of the town; the group has offered to purchase the cabinet from their own resources and to provide a host mounting point and an electrical supply. Likely cost to the Town Council - £875 net.

ii) To approve the removal of the installed defibrillator at Raymonds Hill Post office to another location nearby; Clerk to provide update.

iii) To consider the proposals for the permanent disconnection of the Christmas Lighting on the Cedar Tree (recently damaged) on Minster Green, or to approve replacement lighting.

iv) To note the decision of the Town Council (FULL) on 8th January 2024 to proceed with the Millwey Rise Play extension project using dedicated and ring-fenced Section 106 funds and, furthermore, to:

a) To afford delegated authority to the Clerk/RFO to seek suitable and appropriate legal counsel for the purposes of verifying the Heads of Terms (and subsequent lease) for the 30 year tenancy of the proposed land from EDDC.

b) To afford delegated authority to the Clerk (and Deputy Clerk) to commence discussions with relevant play consultants (as per previous resolution of Council) to start the administrative arrangements for the clearance, preparation, design and planning of the site to enable the completion of the project.

c) To consider whether the Council should use any additional reserve funds to enable the project to proceed.

Continued Overleaf

OC24/009

Chair's Announcements / Matters of Urgency to be noted:

OC24/010

Date of next scheduled meeting(s) for the committee:

Next meeting: 4th March 2024 – 7pm (Guildhall)

Future meetings: 3rd June 2024, 2nd September 2024 & 4th November 2024.

OC24/011

If appropriate, Vice-Chair of Committee to propose that, under the provisions of the Public Bodies (Admission to Meetings) Act 1960, (as amended by the Local Government Act 1972, the public, (including the press) be excluded from the meeting as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

Matters to be considered in committee session (Part Two):

The items of business listed below and any others from this agenda to be agreed upon by members of the committee if and when appropriate (see OC23/069)

OC24/012 (IC)

To consider matters pertaining to the Old Courthouse building.

i) Matters pertaining to the Old Courthouse complex which require consideration but which are considered confidential due to the commercially sensitive nature of the business to be considered (as the tenancies of that building are confidential due to the information likely to be considered by members).

With no further business to be considered, the Chair will draw the meeting to a close.

Paul Hayward

Paul Hayward

TOWN CLERK

9th January 2024