

AXMINSTER TOWN COUNCIL

Members of the Operations Committee: Cllrs. Walden (Chair), Spurway (Vice-Chair), Brooker (A), Burrough, Farrow, Holt, Mynard, Paice and Sedgewick

The Guildhall,
Axminster,
Devon.

30 May 2022

Dear Councillor,

You are hereby summoned to attend a meeting of the Operations Committee which will take place on Tuesday, 7th June 2022 **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, please raise your hand and you will be invited to speak by the Chair. Voting will also take place by show of hands (or virtual indicator) and the Chair will indicate the votes have been noted.

Members and the public are reminded that **remarks must be addressed through the person chairing the meeting**. To assist in this process, please have a piece of card or something similar that you can raise to show that you wish to speak, then wait to be invited to speak by the person chairing the meeting.

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)

OC22/121

To elect a Chair of the Operations Committee

This agenda item to be conducted by the current Vice-Chair, Cllr. Spurway.

OC22/122

To elect a Vice-chair of the Operations Committee

OC22/123

To note members of the committee present.

OC22/124

To note and, if thought fit, to approve apologies (and reasons for absence).

(LGA 1972 S.85 (1))

OC22/125

To note members of the committee not otherwise in attendance.

Continued overleaf

OC22/126

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.

OC22/127

To consider and, if thought fit, approve the minutes of the Operations Committee meeting held 3rd May 2022 and to consider any matters arising (not included within this agenda as business to be attended to.)

OC22/128

To consider any matters arising (not included within this agenda as business to be attended to) from the meeting of the 3rd May 2022 and to receive progress report from Clerk:

OC22/129

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.

Operations Committee business to be considered:

OC22/130

To consider matters pertaining to the Guildhall building (and curtilage):

OC22/131

To consider matters pertaining to the Old Courthouse (OCH) Complex:

i) To consider request from neighbour that shared access be granted via Western Power Distribution to the mains supply junction box on the front elevation of the Old Courthouse building.

OC22/132

Update on Section 106 projects ongoing:

i) Proposed Jubilee Field climbing wall – to receive update from Clerk.

OC22/133

To consider matters pertaining Town Centre development and regeneration:

OC22/134

To consider matters pertaining to the Jubilee Field Open Space amenity:

i) To reflect upon the recent opening event (held 2/6/2022) and to consider future improvements and amenity provision on this site for the benefit of residents and visitors.

OC22/135

To consider matters pertaining to the Town Cemetery:

OC22/136

To consider matters pertaining to Town Allotments:

OC22/137

To consider matters pertaining to Health and Safety Working Party (group):

Continued overleaf

OC22/138

To consider update from Clerk on arrangements for Operation London Bridge:

OC22/139

To consider proposals for new/improved/replacement amenities in the parish:

- i) To consider proposal that an additional bench amenity be provided outside the retail shop on Millwey Rise, this amenity to be paid for by the Town Council from its annual bench budget (£5000 FY22-23) and to receive update from Clerk on recent correspondence with EDDC on the subject of street furniture and amenities.
- ii) To consider request that one of more of the Town Council's bench assets within the town be designated as "Happy to Chat" benches – part of a nationwide scheme to promote engagement and to bolster and improve resident's mental health and reduce isolation and loneliness.
- iii) To consider request from a resident that a bench amenity be provided within the Raymond's Hill ward area.
- iv) To consider proposal that an additional VAS mounting pole be sited on Trinity Hill Road to reduce speeding in that area of the parish.
- v) To note recruitment of additional groundskeeping staff and for committee to provide direction to officers as to specific areas of concern that said staff can be tasked with improving.

OC22/140

To consider matters pertaining to environmental projects and issues within the parish:

- i) To consider request from National Hedgehog Rescue Charity (sent to all UK Councils) that the Town Council set aside £150 towards the purchase of a Hedgehog Highway kit to promote hedgehog protection issues and to raise awareness of their ever-decreasing numbers. The kit would be ordinarily be made available to residents free-of-charge.
- ii) To receive an update from Clerk on recent developments with the tentative "Station Green Wedge" project.
- iii) To note the current value of the Community Benefit Fund (Newlands PV) and to consider whether Council wishes to promote this further within the Axminster community to encourage applications for sustainable, green and environmentally-friendly projects.

OC22/141

To consider matters pertaining to Risk Management Assessments (standing Committee agenda item):

OC22/142

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

OC22/143

Date of next scheduled meeting for the committee; 5th July 2022

OC22/144

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.

Continued overleaf

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

To be agreed upon by members of the committee as and when appropriate (see OC22/129)

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

Paul Hayward

Paul Hayward

TOWN CLERK

30th May 2022