

AXMINSTER TOWN COUNCIL

The Guildhall,
Axminster,
Devon.

8 December 2021

Dear Councillor,

You are hereby summoned to attend a Meeting of the Town Council which will take place on Monday, 13th December 2021 at 7.00pm. at the Guildhall.

This meeting will be recorded, and 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 normally take place by show of hands 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.**

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.

1. TO RECEIVE AND APPROVE APOLOGIES.
2. TO NOTE THOSE NOT PRESENT.
3. DECLARATIONS OF INTEREST.
4. TO CONSIDER REQUEST FOR DISPENSATION FROM CLLR. HALL IN RESPECT OF HIS EMPLOYMENT BY DEVON COUNTY COUNCIL
5. TO RECEIVE AND IF THOUGHT FIT APPROVE AND ADOPT MINUTES OF MEETING HELD ON 8th NOVEMBER 2021: To be presented by the Town Mayor – i) approve for accuracy. ii) adopt as policy.
6. MATTERS AND ACTIONS ARISING FROM THE NOVEMBER TOWN COUNCIL MEETING.
7. TOWN FORUM.
8. TO CONSIDER ANY ACTIONS NECESSARY REGARDING THE COVID-19 SITUATION.
9. JUBILEE FIELD DOG SURVEY CONSULTATION OUTCOME: Cllr. Holt/Hall to speak.
10. CASUAL VACANCY ON WEYCROFT WARD – OUTCOME OF CVP CONSULATATION:
11. TO CONSIDER REQUEST FOR BUS SERVICE TO KILMINGTON: Cllr. S. Brooker to speak.
12. FINANCIAL MATTERS:
 - a. To Approve payments for October and November 2021
 - b. To consider and approve date for December 2021 payments
 - c. Responsible Financial Officer's Report.
 - d. To consider the recommendations of the Strategy and Finance Committee (as per report circulated) with regards to the 2022-23 Budget and Precept Calculations and, if thought fit, to approve the figures recommended for both Precept Demand and Budget (income and expenditure) "in principle" with the final decision being made at the Ordinary meeting of the Town Council being held in January 2022.
13. TO CONSIDER MINUTES FROM VARIOUS COMMITTEES, AMONG WHICH:
 - a. OPERATIONS: Dated 2nd November 2021, to be presented by the Chair or a member of

the Operations Committee, - i) approve for accuracy. ii) adopt as policy.

To consider any matters arising from the above meeting.

- b. PLANNING: Dated 15th November 2021 to be presented by the Chair or a member of the Planning Committee, - i) approve for accuracy. ii) adopt as policy.
To consider any matters arising from the above meeting
- c. EMPLOYMENT: Dated 16th November 2021, to be presented by the Chair or a member of the Employment Committee, - i) approve for accuracy. ii) adopt as policy.
To consider any matters arising from the above meeting.
- d. STRATEGY AND FINANCE: Dated 22nd November 2021 to be presented by the Chair or a member of the Strategy and Finance Committee, - i) approve for accuracy. ii) adopt as policy. To consider any matters arising from the above meeting.
- e. PLANNING: Dated 29th November 2021 to be presented by the Chair or a member of the Planning Committee, - i) approve for accuracy. ii) adopt as policy.
To consider any matters arising from the above meeting.
- f. STRATEGY AND FINANCE: Dated 6th December 2021 to be presented by the Chair or a member of the Strategy and Finance Committee, - i) approve for accuracy. ii) adopt as policy. To consider any matters arising from the above meeting.
- g. OPERATIONS: Dated 7th December 2021 to be presented by the Chair or a member of the Operations Committee: i) approve for accuracy. ii) adopt as policy.
To consider any matters arising from the above meeting.

14. TO RECEIVE NEIGHBOURHOOD PLAN UPDATE: Cllr. Sedgewick to speak.

15. TO NOMINATE A SNOW WARDEN: Town Clerk or locum Deputy Town Clerk to speak.

16. TO PROPOSE THAT THE BIER AND BELL FORMERLY USED AT THE CEMETERY CHAPEL BE SENT FOR AUCTION: Town Clerk to speak,

17. MATTERS OF URGENCY: To consider matters not detailed on the agenda but agreed by the Presiding Chair as being matters of urgency.

18. CORRESPONDENCE:

Enquiry from Local Organisation re Flood Damage Relief Fund.

If appropriate, a Councillor 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.

19. ROBIN CROSS AWARD FOR CIIZEN OF THE YEAR: To consider nominations received and determine recipient of award for 2022.

20. QUOTES: Among which:

- a. Works to FP69
- b. Guildhall Works and Lift Access

21. TENANCY MATTERS:

22. INSURANCE MATTERS.

23. Section 106 GRANT FUNDING MATTER

Yours sincerely,

Hilary Kirkcaldie

TOWN CLERK