

AXMINSTER TOWN COUNCIL

The Guildhall,
Axminster,
Devon.

27 October 2021

Dear Councillor,

You are hereby summoned to attend an Extra-ordinary Meeting of the Town Council which will take place on Monday, 1st November 2021 at 7.00pm. at the Guildhall (Churchill Room)

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. In virtual meetings, if members have a pecuniary interest, they will be placed in the ‘waiting room’ where they cannot hear or participate in discussion and voting.
- 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, NOTE AND (if thought fit) APPROVE APOLOGIES.
2. TO NOTE THOSE NOT OTHERWISE PRESENT.
3. DECLARATIONS OF INTEREST.
4. TOWN FORUM.
5. TO NOTE THE RESIGNATION OF CLLR. TUCKER (Weycroft Ward) AND TO RECEIVE UPDATE ON THE CASUAL VACANCY ARISING AS A RESULT.
6. TO CONSIDER THE CO-OPTION OF COUNCILLORS TO THE TOWN COUNCIL FOR THE FOLLOWING WARDS TO FILL THE CASUAL VACANCIES THAT CURRENTLY EXIST *:

Raymond’s Hill Ward (1)
Weycroft Ward (1)
Axminster Town Ward (3)

*** These Casual Vacancies exclude the one referred to in agenda item 5 above.**

7. TO CONSIDER ANY MATTERS CONSIDERED AS URGENT BY THE PRESIDING CHAIR FOR DISCUSSION ONLY.

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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.

Yours sincerely,

Hilary Kirkcaldie

TOWN CLERK