

AXMINSTER TOWN COUNCIL

To: Cllrs. Farrow (JF) (Chair), Sedgewick (AS) (Vice-Chair), Birnie (SBI.), Brooker A (AB), Brooker S (SBr.), Burrough (KB), Holt (SH), Huskisson (AH), Leat (SL), Mynard (MM), Paice (EP), Spurway (MS), Steadman (BS) and Walden (JW)

The Guildhall,
Axminster, Devon

8 March 2022

Dear Councillor,

You are hereby summoned to attend an Ordinary meeting of the FULL Town Council which will take place on Monday, 14th March 2022 at 7.00pm. at the Guildhall, West Street, Axminster (in person).

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.*

Chair to highlight fire exits and extant fire precautions and to remind those present of any ongoing CV19 measures or health/hygiene precautions.

Public Forum session (limited to 15 minutes or as otherwise agreed by Chair presiding).

FC22/041

To note members present:

FC22/042

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

FC22/043

To note members of Council who are neither present nor whose absence has been approved (as above); to receive any other apologies for absence:

FC22/044

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.

At the FULL Council meeting held 14/02/2022, Cllr. Farrow was afforded a dispensation* to discuss and vote upon matters pertaining to parish allotments. This dispensation applies until May 2023 (unless rescinded prior to that date) and is afforded in respect of Cllr. Farrow's disclosable pecuniary interests as set out in the Register of Members Interests.

** Localism Act 2011 (s.33)*

FC22/045i)

To consider and, if thought fit, to approve the minutes of the meeting of the FULL Council held on Monday 14th February 2022 as previously circulated to members and published online:

FC22/045ii)

To consider any matters arising from the minutes of that meeting:

FC22/045iii)

To note the minutes of the following Committee meetings held (as dated below) and to consider any matters arising from those minutes:

- a) Planning Committee meeting held 21/02/2022
- b) Planning Committee meeting held 07/03/2022
- c) Strategy and Finance Committee meeting held 28/02/2022
- d) Employment Committee meeting held 15/02/2022
- e) Operations Committee meeting held 01/03/2022

FC22/046

To consider the recommendations from those committees (as per schedule circulated to members & published online) and, if thought fit, to approve these as Council policy (by way of resolution): *

** Only recommendations which fall outside of the relevant Committee's Terms of Reference require FULL Council approval, unless the relevant Committee has formally deferred the decision to FULL Council, as specified within the minutes of that meeting.*

FC22/047

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 (other than those already shown below as Part Two business – see agenda items FC22/063 to 066 incl.):

FC22/048

To receive update on the Casual Vacancy for Town Councillor for the Weycroft Ward of Axminster created by the resignation of former Councillor, Charles Hall:

Proper Officer to outline the legal process behind this item of business and to provide an update on the current status of the Casual Vacancy and the ongoing ATC/EDDC statutory process.

FC22/049 i)

To consider nominations for the vacant Town Councillor positions on the Guildhall Management Committee:

FC22/049 ii)

To consider nominations for the vacant membership positions on the established Town Council Committees:

- i) Planning Committee
- ii) Strategy & Finance Committee
- iii) Operations Committee

FC22/050

To receive any updates pertaining to the Town's celebration of Her Majesty The Queen's Platinum Jubilee in June 2022:

FC22/051

To consider update on Town Council's acquisition of, and the future plans for, the Jubilee Field (recreation area) off Boxfield Road; to consider designs and quotations for the proposed 'Jubilee Arch' at the entrance to the field from Boxfield Road:

FC22/052

To consider financial matters:

- a) To consider and, if thought fit, to approve payments for February 2022.
- b) To receive, and note, Responsible Financial Officer's Report.

FC22/053

To consider planning matters:

- a) To consider any planning applications awaiting consideration (and decision) that the presiding Chair wishes to be dealt with at this meeting (such applications to be detailed on a supplementary published agenda).

Council Business to be considered:

FC22/054

To review effectiveness of recent new Councillor induction training and to consider whether to hold a Councillor Open Day in the near future:

FC22/055

To consider the recent Devon and Somerset Fire Service CRMP consultation report and to consider any comments/actions arising thereof:

FC22/056

To consider the latest EDDC Public WC report and its impact on Axminster's amenity and facility provision.

FC22/057

To consider the Urban Renewal Report provided to Council and to discuss how Axminster Town Council can best work with partner agencies and key stakeholders to facilitate change, improvement and economic regeneration in the town.

FC22/058

To consider proposal by Cllr. Birnie that the Town Council should – in line with its published Climate Change Aims and Objectives – seek to reduce the usage of single-use plastic bottles brought into the Guildhall by members of the public and Councillors alike:

FC22/059

To note the installation and commissioning of the Town Council's Vehicle Activated Speed device (VAS) and to agree upon a frequency cycle for the placement of the VAS across the 5 mounting points in the parish:

FC22/060

To consider a proposed amendment to the Planning Committee Terms of Reference to allow the Chair (and Vice-Chair) of that Committee, in conjunction with the Council's Proper Officer, to submit planning comments to EDDC by way of their delegated authority to act in this regard for applications which are either i) minor or ii) which must be commented upon by a date when no formal meeting of the Planning Committee is possible (any such delegated authority taken to be relayed to members of the committee beforehand and a majority consensus opinion sought prior to comment submission); such delegated authority to be reported to the next meeting of the Planning Committee:

FC22/061i)

To consider any matters of urgency for noting / Chair's announcements.

FC22/061ii)

To note correspondence received from parishioner regarding noise nuisance from aircraft traffic during the night; Council to agree upon action/response:

FC22/062

i) To note the date of the next FULL meeting of the Town Council; 11th April 2022.

ii) To note the date of the Annual Parish Meeting; 4th April 2022.

Vice-Chair 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.

FC22/063 (IC)

To consider a confidential employment matter regarding the recent outcome of the NJC 2020-21 settlement:

FC22/064 (IC)

To consider any recommendations from Committees which are deemed to be confidential by way of the financial information to be discussed/considered:

FC22/065 (IC)

To consider the content of a report from Locum Town Clerk regarding a confidential tenancy matter.

Continued overleaf

FC22/066 (IC)

To consider a confidential matter pertaining to Town Centre Economic Regeneration which is deemed confidential due to the sensitive nature of the business to be discussed.

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

Paul Hayward

LOCUM TOWN CLERK

7th March 2022

Under the Openness of Local Government Bodies Regulations 2014, members of the public are now allowed to take photographs, film and audio record the proceedings and report on all public meetings

No prior notification is needed but it would be helpful if you could let the Chair, or Clerk, know that you plan to film or record so that the necessary arrangements can be made to provide reasonable facilities for you to report on meetings.

This permission does not extend to parts of meetings which are not open to the public. You should take all recording and photography equipment with you if a public meeting moves into a session which is not open to the public