

AXMINSTER TOWN COUNCIL

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

The Guildhall,
Axminster, Devon

6 April 2022

Dear Councillor,

You are hereby summoned to attend an Ordinary meeting of the FULL Town Council which will take place on Monday, 11th April 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).

FC22/067

To note members present:

FC22/068

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

FC22/069

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

FC22/070

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)*

FC22/071i)

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

FC22/071ii)

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

FC22/072i)

To consider and, if thought fit, to approve the minutes of the Extraordinary meeting of the FULL Council held on Monday 28th March 2022 as previously circulated to members and published online:

FC22/072ii)

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

FC22/073

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 - None held since last FULL Council
- b) Strategy and Finance Committee meeting held 28/03/2022
- c) Employment Committee meeting held 21/03/2022
- d) Employment Committee meeting held 25/03/2022
- e) Operations Committee meeting - None held since last FULL Council

FC22/074

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.*

FC22/075

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 FC22/090(IC) to FC22/097(IC) incl.):

FC22/076

To consider matters pertaining to Consultations and Reports to Council:

- i) To consider a proposal that the Town Council put forward suggestions for a widening of the existing 20mph speed restriction zone in the Town Centre (DCC consultation):
- ii) To consider whether the Town Council wishes to make a formal response to the Cranbrook Expansion Consultation (22/0406/MOUT):
- iii) To consider whether the Town Council wishes to make a formal response to the Devon Carbon Plan consultation:
- iv) To receive a report on the recent East Devon Line Forum meeting held 15th March 2022:

FC22/077i)

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

FC22/077ii)

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

FC22/077iii)

To consider suggestion that Council should establish a Climate Change Action Group / Working Party / Committee: Cllr. Huskisson to speak on this matter.

FC22/078

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

FC22/079

To receive update on Town Council's acquisition of the Jubilee Field (recreation area) off Boxfield Road, to consider future plans for the amenity and to approve expenditure limits for the works to be undertaken and to agree a scheme of delegation for their execution:

FC22/080

To consider financial matters:

- a) To consider and, if thought fit, to approve payments for March 2022.
- b) To receive, and note, Responsible Financial Officer's Report.
- c) To receive update from RFO as to the arrangements for the completion and submission of the 2021-22 Annual Governance and Accountability Return (AGAR):
- d) To receive and consider draft financial reports for the new financial year and to approve the format put forward by the RFO.

FC22/081

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).
- b) To receive update on the recent correspondence between Natural England and EDDC and its impact on development in the Axe Valley catchment area.

Council Business to be considered:

FC22/082

To receive a report from the Town Clerk on the timing and scheduling of Council and Committee meetings and to reach agreement on changes (if thought appropriate by the Town Council).

FC22/083

To consider a proposal that the Guildhall Churchill Room be renamed “The Jubilee Room”.

FC22/084

To consider a proposal that Councillors and Officers share a common “corporate” identity when corresponding with the public and with 3rd parties (matters including style, font, font size, logos etc).

FC22/085

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

FC22/086

To note recommendations of the Operations Committee meeting held 01/03/2022 and to consider and (if thought fit) to approve expenditure on additional defibrillation equipment throughout the town and parish of Axminster (Public Health Act 1936; S234.)

FC22/087

To review the effectiveness and delivery of the Annual Parish Meeting held 4th April 2022 and to consider how future events could be arranged, managed and publicised; Cllr. Farrow to speak on this matter.

FC22/088

i) To note the date of the next FULL ordinary meeting of the Town Council; 9th May 2022.

ii) To note the date of the Council’s Annual Meeting; 9th May 2022.

FC22/089

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.

FC22/090 (IC)

To consider a matter pertaining to Council’s legal representation and ongoing legal cases which require resolution and decisions from the Council:

This matter is deemed confidential due to the commercial and legal considerations relating to the 3rd party business.

Continued overleaf.

FC22/091 (IC)

To consider a request from a commercial organisation to use the Guildhall car park for two events later in the year and that the Town Council make a financial contribution towards a series of connected events within the Guildhall by virtue of s.145 of the Local Government Act 1972:

This matter is deemed confidential due to the commercial sensitivity relating to the ongoing arrangements for the proposed event and following a request by the event organiser that the matter be treated as confidential until this matter is resolved.

FC22/092 (IC)

To consider a proposal that the Council reassess the financial viability and deliverability of the proposed play area at Raymonds Hill in light of new financial and legal information received by the Council:

This matter is deemed confidential due to the commercial and legal considerations relating to the 3rd party nature of the project which is to be partly funded by developers Section 106 contributions.

FC22/093 (IC)

To consider the content of a report from the Town Clerk regarding confidential tenancy matters which requires a resolution of the Council to resolve:

This matter is deemed confidential due to the commercial and legal considerations relating to the 3rd party nature of the tenancy.

FC22/094 (IC)

To consider a confidential matter pertaining to the Old Courthouse garden amenity.

This matter is deemed confidential due to risk management assessment and legal considerations relating to items within the Old Courthouse garden curtilage.

FC22/095 (IC)

To consider matters pertaining to quotations for grounds maintenance works throughout the town (deemed commercially confidential in relation to the quotes being reviewed).

This matter is deemed confidential due to the commercial nature of the business to be considered.

FC22/096 (IC)

To consider the content of a report from Locum Town Clerk regarding a matter pertaining to Public Disorder and Anti-Social behaviour in the Town Centre (this business has been tabled for consideration at the request of the local Police authorities).

The Town Council has been asked to consider this matter as part of a wider multi-agency project in the town. The business to be considered will involve review of commercial, legal and financial information deemed to be confidential at the present time.

FC22/097 (IC)

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

SF22/036 (IC) Strategy and Finance Committee recommendation from Part Two 28/3/2022 Risk Management Assessment

SF22/042 (IC) Strategy and Finance Committee recommendation from Part Two 28/3/2022 Revaluation of Council's assets

Continued overleaf.

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

Paul Hayward

TOWN CLERK

6th April 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