

AXMINSTER TOWN COUNCIL

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

The Guildhall,
Axminster,
Devon.

22 March 2022

Dear Councillor,

You are hereby summoned to attend a meeting of the Strategy & Finance Committee which will take place at the Axminster Guildhall at 8.00 p.m. on Monday 28th March 2022 (this meeting will immediately follow the Extraordinary meeting of the Full Council at 7pm)

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 also 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 Chair.

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 as otherwise agreed by presiding Chair).

SF22/030

To note members of committee present:

SF22/031

To receive and, if thought fit, approve apologies for absence (and reasons therefore):

LGA 1972 S.85 (1)

SF22/032

To note members of the committee not otherwise present and to receive any other apologies for absence:

SF22/033

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.

SF22/034

To consider and, if thought fit, to approve the minutes of the Strategy & Finance Committee meeting held 28th February 2022 and to consider any matters arising from those minutes.

Continued overleaf.

SF22/035

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.

SF22/036

To consider matters pertaining to Council's Risk Management and Assessment procedure/protocol:

- a) To further consider draft Risk Management and Assessment report for Axminster Town Council for the period 2021-2022; members to review and revise as necessary and, if thought fit, to recommend for approval by Full Council at next possible opportunity.
- b) To consider and, if thought fit, to approve Council's draft (substantive) Risk Management Assessment Strategy (Policy) [*This revised version incorporates the combined roles of Town Clerk and RFO as per recent Council decisions*].

SF22/037

To consider matters pertaining to Financial matters:

- a) To consider update on the Council's Asset Register re-assessment and re-valuation project; RFO to present report.

SF22/038

To consider any matters considered as urgent by presiding Chair for discussion/notation only:

SF 22/039

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.

SF22/040 (IC)

To consider matters pertaining to building tenancies and hires; to receive report from Locum Clerk on ongoing tenancy matters and consider future leases/licences and revisions thereof in light of recent legal advice received by the Council.

This matter is deemed confidential as it pertains to a 3rd party.

SF22/041 (IC)

To consider an application from an organisation seeking Grant Award/Financial assistance from the Town Council which would be outside of the approved Grant Award Policy.

This matter is deemed confidential as it pertains to a 3rd party.

SF22/042 (IC)

To consider update on the Council's Asset Register re-assessment and re-valuation project; RFO to present report based on recent valuation advice received.

This matter is deemed confidential as it pertains to commercially sensitive financial data.

With no further business to attend to, the Chair will bring the meeting to an end.

Yours sincerely,

Paul Hayward
Locum Town Clerk

22nd March 2022