

AXMINSTER TOWN COUNCIL

To: Cllrs. Farrow (JF) (Chair), Birnie (SB), (Vice-Chair), Bourne (ABo.), Bridge (PB), Brooker A (ABr.), Bruce (DB), Burrough (KB), Dowdeswell (MD), Langdon (TL), Leat (SL), Lippett (RL), Paice (EP), Steadman (BS), Walden (JW) and Willey (DW).

The Guildhall,
Axminster, Devon

17 July 2023

Dear Councillor,

You are hereby summoned to attend an EXTRAORDINARY Meeting of the FULL Town Council which will take place on Monday, 24th July 2023 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 Assessment Management** policy..*

Chair to highlight fire exits and Guildhall fire precautions.

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

EFC23/010

To note members present:

EFC23/011

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

EFC23/012

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

Continued Overleaf

EFC23/013

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.

EFC23/014

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

Business to be considered:

EFC23/015

To note the revised budget forecast figure for FY23-22 in respect of anticipated staff costs (estimated variation pertaining to the national local government sector pay award and potential incremental employee increases) and to approve the amendment to the budget forecast in this regard; RFO to speak on this matter.

EFC23/016

To note the receipt of the Internal Auditor's report for the Financial Year 2022-23, and to consider content and recommendations. Then, if thought fit, to approve the report for submission to the External Auditor.

EFC23/017

To consider and, if thought fit, to approve Section ONE (Governance Statement) of the Annual Governance and Accountability Return (AGAR-3) for Axminster Town Council in respect of the Financial Year 2022-23 and to authorise that this be signed on behalf of the Town Council and submitted to the External Auditor.

EFC23/018

To consider and, if thought fit, to approve Section TWO (Accounting Statements) of the Annual Governance and Accountability Return (AGAR-3) for Axminster Town Council in respect of the Financial Year 2022-23 and to authorise that this be signed on behalf of the Town Council and submitted to the External Auditor.

EFC23/019

To consider and, if thought fit, to approve supplementary and supporting financial documents and reports for Axminster Town Council in respect of the Financial Year 2022-23 and to authorise that these be submitted to the External Auditor as required.

EFC23/020

To note that the Town Council would not ordinarily meet in FULL session in August 2023 and, as such, to consider the delegation of Council payments due in that month to the RFO (in conjunction with one of the following; the Chair of Council, the Vice-Chair or the Chair of the Operations Committee) in order to allow for the continued function of the Town Council during this period. The Town Council's adopted Financial regulations will still apply.

Continued Overleaf

EFC23/021

To consider planning matters:

a) To consider any planning applications received prior to the agenda publication and currently awaiting consideration (and decision):

Hyperlinks to EDDC website can be found using the blue highlighted applications references.

None received for consideration.

b) To ratify planning decisions made by way of delegated authority afforded to Chair of Planning Committee, Cllr. Leat, and the Council's Proper Officer.

Hyperlinks to EDDC website can be found using the blue highlighted applications references.

i) 23/1383/FUL – Higher Uphay Farm, Membury Road, Axminster, EX13 7JG

Erection of an agricultural fodder and straw storage building

The Town Council has proposed "support" for this application by way of delegated authority afforded to the Planning Committee Chair and members of the committee.

c) To consider any planning applications received after the agenda publication and currently awaiting consideration (and decision) – **to be published on a supplementary agenda (if applicable):**

Hyperlinks to EDDC website can be found using the blue highlighted applications references.

To be advised.

d) To note planning correspondence received.

EFC23/022

To consider any matters considered as urgent by the presiding Chair / to receive Chair's announcements.

EFC23/023

To note the date of the next Ordinary meeting of the FULL Council:

Monday 11th September 2023 – 7pm at the Guildhall

EFC23/024

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.

Council Business to be considered (Part TWO – Confidential)

EFC23/025

To consider a matter relating to DCC Urban Renewal Project at Axminster Railway Station and to agree a forward plan in light of recent information provided to the Town Council.

This matter is considered confidential in respect of 3rd party funding agreements to be disclosed.

EFC23/026

To consider a matter relating to The Axminster Guildhall and tentative proposals for a 3rd party funding opportunity towards capital expenditure projects.

This matter is considered confidential in respect of 3rd party funding agreements to be disclosed.

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

Paul Hayward

TOWN CLERK

17th July 2023

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