

AXMINSTER TOWN COUNCIL

To: Cllrs. Farrow (JF) (Chair), Sedgewick (AS) (Vice-Chair), Birnie (SBI.), Bourne (ABO.), 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

20 July 2022

Dear Councillor,

You are hereby summoned to attend an Extraordinary meeting of the FULL Town Council which will take place on Monday, 25th July 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).

EFC22/039

To note members present:

EFC22/040

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

EFC22/041

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

EFC22/042

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.

At the Strategy & Finance Committee meeting held 27/06/2022, Cllr. Farrow and Cllr. Leat were afforded dispensations* to discuss and vote upon matters pertaining to the Guildhall, Axminster. This dispensation applies until May 2023 (unless rescinded prior to that date) and is afforded in respect of their disclosable pecuniary interests as set out in the Register of Members Interests.

** Localism Act 2011 (s.33)*

EFC22/043

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

a) Employment Committee meeting - 19th July 2022

EFC22/044

To consider the recommendations from those committees (as per the minutes 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.*

EFC22/045

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 EFC22/053 to 055 incl.):

Council Business to be considered:

Council Committee Matters:

EFC22/046

To note resignation of Cllr. Martin Mynard from the Employment Committee, and Cllr. Jill Farrow from the Planning Committee; revised committee memberships to be considered at the FULL Council meeting scheduled for September 2022 (see EFC22/051 below).

Continued Overleaf

Planning Matters:

EFC22/047

To ratify delegated decisions made by the Chair of the Planning Committee (in conjunction with the members of the Planning Committee) relating to EDDC planning applications as listed below:

i) [22/1257/FUL](#) Ashmount, Green Lane, Axminster.

Construction of summerhouse in front garden.

This application was supported by the Planning Committee.

ii) [22/1474/FUL](#) (and 1475/LBC) Windsor House, West Street, Axminster.

Construction of dining/family room lean-to-rear extension.

This application was supported by the Planning Committee.

iii) [22/1483/FUL](#) Lower Beavor Farm, Axminster.

proposed covered slurry store.

This application was supported by the Planning Committee.

Strategic & Financial Matters:

EFC22/048

To receive a draft version of the Town Council's Strategic Project Plan (as recently requested) for members consideration and suggestions for improvements and revisions.

EFC22/049

To receive an update from Clerk on matters pertaining to Council's Risk Management Assessments.

EFC22/050

To receive an update from Clerk on matters pertaining to Council's All-Risks Insurance Policy which will expire on the 1st September 2022; to consider delegating authority to the RFO to proceed with renewal of the policy, after undertaking benchmarking/comparison exercise with alternative insurance providers, subject to consultation with the Chair (and members) of Strategy & Finance Committee at the point of renewal.

EFC22/051

To note the date of the next FULL (Ordinary) meeting of the Town Council; Monday 12th September 2022.

EFC22/052

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.

Continued Overleaf

Council Business to be considered in confidential session (also known as Part Two): (Public Bodies (Admission to Meetings) Act 1960 Section 2)

EFC22/053 (IC)

To consider the content of a report from the Town Clerk regarding a confidential employment matter and to seek approval from FULL Council for Employment Committee to take actions within its Terms of Reference (but which require FULL Council approval to proceed).

This matter is deemed confidential due to the sensitive nature of the employment matter.

EFC22/054 (IC)

To consider and, if thought fit, to approve Part Two recommendations from Committees which are deemed to be confidential in respect of the matter to be discussed considered:

EFC22/055 (IC)

To consider a potential economic proposal being put forward by EDDC Economic Development Team and which will also involve other stakeholders in the town.

This matter is deemed confidential due to the commercially sensitive nature of the proposal and the need to consult with the other stakeholders prior to any decision.

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

Paul Hayward

TOWN CLERK

20th July 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