

AXMINSTER TOWN COUNCIL

The Guildhall,
Axminster, Devon

5 January 2022

Dear Councillor,

You are hereby summoned to attend a meeting of the Town Council which will take place on Monday, 10th January 2022 at 7.00pm. at the Guildhall, West Street, Axminster (in person) or, if circumstances necessitate, as a consultative virtual meeting via ZOOM webinar. The meeting access codes are shown here: **Meeting ID 867 6755 4986 / Passcode ID 469439**. Link below:

<https://us02web.zoom.us/j/86767554986?pwd=WEJldlpjRUkyUENrdmw3VkRpdFhDZz09>

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.*

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

Followed by presentation of certificate to former councillor Susan Spiller which confers upon Susan Spiller the Honorary Freedom of the Parish of Axminster in recognition of her esteemed and eminent service to the Council and Community over more than two decades; presentation to be made by former Mayor, Cllr. J Walden (who officiated at the meeting in 2019 when the award was originally approved by a formal resolution of this Council).

To note the resignation from the Town Council of Cllr. Carol Doherty. Mayor will invite members to speak at this point if they so wish and also ask the Locum Clerk to outline the formal casual vacancy process resulting from the resignation of Cllr. Doherty.

FC22/001 **To note members present.**

FC22/002 **To note and, if thought fit, to approve apologies for absence (and reasons thereof). (LGA 1972 s.85 (1))**

FC22/003 **To note members of Council not otherwise present and to receive any other apologies for absence.**

FC22/004 **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.

- FC22/005i) **To consider and, if thought fit, to approve the minutes of the meeting of the FULL Council held on Monday 13th December 2021 as previously circulated to members and published online.**
- FC22/005ii) **To consider any matters arising from the minutes of that meeting.**
- FC22/005iii) **To note the minutes of the Planning Committee meeting held 20th December 2021 and to consider any matters arising from those minutes.**
- FC22/006 **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.**
- FC22/007 **To consider co-option of eligible candidates for the casual vacancy of Town Councillor for Weycroft Ward.**
- FC22/008 **To consider financial matters:**
a) To consider and, if thought fit, to approve payments for December 2021.
b) To receive Responsible Financial Officers Report.
c) To approve the budget and precept demand for financial year 2022-23.
d) To consider re-investment of maturing Cambridge Deposit Bond.
e) To consider recommendation from Locum RFO that a Current Account be opened with Unity Trust Bank and that, once opened, a sum of £85,000 to be transferred from Council's existing primary bank account to assist towards Council's Financial Risk Management process and policy.
f) To consider grant application received from Cloakham Lawns Junior Park Run group.
- FC22/009 **To consider planning matters:**
a) Planning applications awaiting consideration and decision:
i) 21/3025/MFUL – Land west of Prestaller Farm, Axminster.
Erection of 30 dwellings to include highways, drainage and landscaping works.
ii) 21/3194/FUL – Higher Uphay Farm, Membury Road, Axminster.
Erection of roof over existing silage clamp.
iii) 21/3261/FUL – 10 Beavor Lane, Axminster.
Erection of enclosed porch.
- FC22/010 **To consider the Options paper for potential Old Courthouse re-purposing.**
- FC22/011 **Robin Cross “Citizen of the Year” Award to be presented by Mayor, Cllr. J Farrow.**
- FC22/012 **To consider the formal protocol for future meetings of the Council and Committees in terms of titles, officer roles, procedure and other aspects of nomenclature.**
- FC22/013 **To consider a proposal to make future meetings of the Council including committee meetings (until a date to be agreed upon) Consultative” only; to be held via Zoom or other digital / web platform in light of ongoing Coronavirus health risks and with recommendations being duly delegated to the (Locum) Proper Officer to administer and execute:**
- FC22/014 **To consider any matters of urgency for noting / Chair’s announcements.**

Continued overleaf

FC22/015 **To note the date of the next FULL meeting of the Town Council; 14th February 2022**

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

Paul Hayward

LOCUM TOWN CLERK

5th January 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