

AXMINSTER TOWN COUNCIL

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

7 June 2022

Dear Councillor,

You are hereby summoned to attend an ORDINARY Meeting of the FULL Town Council which will take place on Monday, 13th June 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 Assessment Management** policy..*

Chair to highlight fire exits and extant fire precautions and to remind those present of any ongoing CV19 measures or health/hygiene precautions.

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

FC22/122

To note members present:

FC22/123

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

FC22/124

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.

FC22/125

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)*

FC22/126i)

To consider and, if thought fit, to approve the minutes of the Annual Meeting of the FULL Council held on Monday 9th May 2022 as previously circulated to members and published online:

FC22/126ii)

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

FC22/127i)

To consider and, if thought fit, to approve the minutes of the Ordinary Meeting of the FULL Council held on Monday 16th May 2022 as previously circulated to members and published online:

FC22/127ii)

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

FC22/128

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 - 17th May 2022
- b) Planning Committee meeting - 30th May 2022
- c) Strategy and Finance Committee meeting - 30th May 2022
- d) Operations Committee meeting - 7th June 2022

FC22/129

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.*

FC22/130

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 FC22/139(IC) to FC22/140 (IC) incl.):

Continued Overleaf.

FC22/131

To consider Council's financial matters:

- a) To consider and, if thought fit, to approve payments for May 2022.
- b) To receive, and note, Responsible Financial Officer's Report and financial pack for May 2022 in the new standardised format.
- c) Questions to the RFO on these accounts/financial reports.
- d) To receive update on the ongoing review and audit of the FY21-22 accounts.
- e) To consider proposal that an Extraordinary meeting of the FULL Council be held on Monday 27th June 2022 (prior to the scheduled Strategy & Finance Committee meeting) to consider and, if thought fit, approve Sections One and Two of the Annual Governance and Accountability Return (AGAR3) and to receive the Internal Auditor's report for FY21-22.
- f) To consider any matters pertaining to the Town Council's ongoing Risk Management Assessments.
- g) To note the outcome of the EDDC Cabinet meeting held 8th June 2022 with regard to the proposed funding arrangements for Axminster Skate-Park tranche 2.

FC22/132

To consider planning matters:

- a) To consider any planning applications awaiting consideration (and decision)
Hyperlinks to EDDC website can be found using the blue highlighted applications references.

None at the time of the agenda publication.

- b) To consider proposal from Cllr. Walden that this Council should seek the support of the three EDDC ward members for Axminster to request that EDDC initiate planning enforcement action under Section 215 of the Town and County Planning Act 1990 in respect of a number of properties in the town centre; Cllr. Walden to speak on this matter.

Council Business to be considered:

FC22/133

To consider whether Axminster Town Council wishes to adopt the recently-revised EDDC Model Code of Member Conduct.

FC22/134

To consider appointment of Mr. Michael Davis (CMLI) as Honorary Tree Warden for Axminster Town Council.

FC22/135

To consider design, style and wording for Anti Dog Fouling signage in the town.

FC22/136

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

FC22/137

To note the date of the Council's next Ordinary FULL meeting; 13th June 2022.

Continued Overleaf.

FC22/138

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)

FC22/139 (IC)

To consider matters pertaining to the governance and future operational capability of the Guildhall.

Members (and representatives) of Guildhall Management Committee to present to Council on the subject. This matter is deemed confidential due to the commercially sensitive nature of the business to be discussed.

FC22/140 (IC)

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

SF22/076 (IC) Strategy and Finance Committee recommendation from Part Two 30/05/2022 Confidential matter pertaining to potential Levelling Up bid for Axminster and Axe Valley.

EC22/070 (IC) Employment Committee recommendation from Part Two 17/5/2022. Confidential matters pertaining to employee remuneration and Town Council 'staff costs' budgetary impact for FY22-23.

EC22/071 (IC) Employment Committee recommendation from Part Two 17/5/2022. Confidential matters pertaining to employee remuneration.

EC22/072 (IC) Employment Committee recommendation from Part Two 17/5/2022. Confidential matters pertaining to employee remuneration/superannuation.

EC22/074 (IC) Employment Committee recommendation from Part Two 17/5/2022. Confidential matters pertaining to employee terms and conditions / contractual matters.

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

Paul Hayward

TOWN CLERK

7th June 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