

AXMINSTER TOWN COUNCIL

To: Cllrs. Farrow (JF) (Chair), Sedgewick (AS) (Vice-Chair), Birnie (SBI.), Bourne (ABO.), Brooker A (ABr.), Burrough (KB), Holt (SH), Huskisson (AH), Leat (SL), Mynard (MM), Paice (EP), Spurway (MS), Steadman (BS) and Walden (JW).

The Guildhall,
Axminster, Devon

7 September 2022

Dear Councillor,

You are hereby summoned to attend an ORDINARY Meeting of the FULL Town Council which will take place on Monday, 12th September 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 Guildhall fire precautions.

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

FC22/155

To note members present:

FC22/156

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

FC22/157

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.

FC22/158

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)*

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)*

FC22/159i)

To consider and, if thought fit, to approve the minutes of the Ordinary Meeting of the FULL Council held on Monday 11th July 2022 as previously circulated to members and published online:

FC22/159ii)

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

FC22/160i)

To consider and, if thought fit, to approve the minutes of the Extraordinary Meeting of the FULL Council held on Monday 25th July 2022 as previously circulated to members and published online:

FC22/160ii)

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

FC22/161

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

- a) Planning Committee meeting - 8th August 2022
- b) Planning Committee meeting - 5th September 2022

FC22/162

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.*

Continued Overleaf.

FC22/163

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 FC22/179(IC) to FC22/180(IC) incl.):

FC22/164

To note the recent resignation of Cllr. Sue Brooker and to receive update from the Clerk on the ongoing Casual Vacancy process for the Axminster Town Council – Town Ward.

FC22/165

To note that there was no ordinary meeting of the FULL Council held in August 2022.

FC22/166

To consider Council's financial matters:

- a) To consider and, if thought fit, to approve and ratify payments for July and August 2022.
- b) To receive, and note, Responsible Financial Officer's Report and financial pack for July and August 2022 in the new standardised format (published online).
- c) Questions to the RFO on these accounts/financial reports.
- d) Standing Agenda Item - to consider any matters pertaining to the Town Council's ongoing Risk Management Assessments.
- e) To seek further agreement from Councillors to act as Bank mandate signatories.
- f) To consider recommendation from RFO that this local authority participates in the FY2022-23 to FY2026-27 SAAA External Audit Appointment (Procurement) process and does NOT seek to opt-out of the central procurement and appointment scheme as per the statutory option which the SAAA is obliged to offer to participating local authorities. The RFO's briefing paper on this recommendation has been circulated to all members.

FC22/167

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 at the time of the agenda publication.

- 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.

None at the time of the agenda publication.

- c) To consider any planning applications received after the agenda publication and currently awaiting consideration (and decision) – published on a supplementary agenda (if applicable):
Hyperlinks to EDDC website can be found using the blue highlighted applications references.

To be advised.

Continued Overleaf.

Council Business to be considered:

FC22/168

To receive update on the ongoing road closure and associated works in Castle Street (relating to the safety issue pertaining to the masonry wall adjacent to the former WC).

FC22/169

To consider the proposal that this Council becomes a signatory to the SLCC/NALC Civility and Respect pledge.

FC22/170

To receive update on the previous announcement that the Lloyds Bank branch in Axminster was due for closure in November 2022, the subsequent campaign by the Town Council & Chamber of Commerce to reverse that decision and the recent announcement that Axminster has been chosen as one of thirteen national Banking Hub trial locations.

FC22/171

To seek nominations from the FULL Council membership to fill committee membership vacancies on the,

i) Planning Committee

ii) Employment Committee

FC22/172

To receive update on the recent announcements regarding the future of the Flamingo Pool and to consider whether this Council wishes to offer any financial support to that organisation (by virtue of the Local Government (Misc. Provisions) Act 1976 s.19)

FC22/173

To receive update on the possible need for Winter resilience measures in light of the ongoing energy cost pressures on Axminster households and to consider whether this Council wishes to participate in the proposed “Warm Spaces” scheme as outlined in a recent NALC research paper (by virtue of Section 137 of the Local Government Act).

FC22/174

To consider the proposal that this Council prohibits the launching (or ignition) of fireworks from Council owned land, together with the use of Chinese “Fire” Lanterns and disposable barbeques (and similar devices which could cause a fire hazard).

FC22/175

To consider the proposal that this Council should participate in a joint funding venture to provide E-Bike facilities at Axminster Railway station (on land known as The Green wedge) via community funding (CCIF) project in partnership with SWR; if approved, for Council to then decide upon the level of match funding to contribute towards the larger funding package.

Continued Overleaf.

FC22/176

In accordance with a previous recommendation of the Operations Committee, to consider the proposal that this Council should replace the two existing noticeboards outside the Guildhall with larger units (for greater public engagement) in a recycled plastic material, and to integrate this installation with the replacement of the existing wooden planters with new planters, also manufactured from recycled plastic for longevity and to minimise future maintenance costs to the Council. Project cost estimated at £10,000 plus VAT. Final decision on design, style and expenditure to be delegated to Chair of Council, and the Proper officer to ensure expediency in the procurement process given the escalating costs of such street furniture.

FC22/177

To consider proposal that Axminster Town Council facilitate a December “charity fayre” at the Guildhall to enable local voluntary and charitable organisations to promote their activities and fundraise.

FC22/178

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)

FC22/179 (IC)

To consider matters pertaining to the ongoing operational status and extension of the new Axminster Skatepark (where the Town Council is a primary funding partner). *This matter is deemed confidential due to the commercially sensitive nature of the business to be discussed particularly in respect of funding agreements between EDDC and the Town Council.*

FC22/180 (IC)

To consider matters pertaining to the ongoing Guildhall maintenance works previously approved; to consider a request for additional project funding up to £10,000 for further works to improve the Guildhall amenity. To also receive an update on the current works from the Council’s Proper Officer. *This matter is deemed confidential due to the commercially sensitive nature of the business to be discussed.*

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

Paul Hayward

TOWN CLERK

7th September 2022

Continued Overleaf.

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