

AXMINSTER TOWN COUNCIL

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

The Guildhall,
Axminster, Devon

9 November 2022

Dear Councillor,

You are hereby summoned to attend an ORDINARY Meeting of the FULL Town Council which will take place on Monday, 14th November 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).

FC22/183

To note members present:

FC22/184

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

Continued Overleaf.

FC22/185

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

FC22/186

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)*

FC22/187i)

To consider and, if thought fit, to approve the minutes of the Ordinary Meeting of the FULL Council held on Monday 10th October 2022 as previously circulated to members and published online:

FC22/187ii)

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

FC22/188

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 -18th October 2022

FC22/189

To consider the recommendations from that committee (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.*

See agenda item FC22/200 for Part Two recommendations requiring approval.

FC22/190

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 FC22/198(IC) to FC22/201(IC) incl.):

Continued Overleaf.

FC22/191

To consider Council's financial matters:

- a) To consider and, if thought fit, to approve and ratify payments for October 2022.
- b) To receive, and note, Responsible Financial Officer's Report and financial pack for October 2022 in the approved format (also published online).
- c) Questions to the RFO on these accounts / financial reports from members.
- d) **Standing Agenda Item** - to consider any matters pertaining to the Town Council's ongoing Risk Management Assessments.
- e) To consider movement of funds within reserves (virements) to reflect Council's financial position post-Guildhall (AB / AB+) works.
- f) To consider a Grant Application from West Dorset & Axe Valley Ring and Ride project - £1000.
- g) To receive an interim report from RFO on forthcoming budget-setting arrangements for FY23-24 and to seek member input in that process.

FC22/192

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.

i) 22/2335/FUL – Car Park (former Websters Garage site) Lyme Street, Axminster.
Extension of consent for a temporary car park 1/1/2023 to 31/12/2024.

ii) 21/3025/MFUL – Land west of Prestaller Farm, Beavor Lane, Axminster.
Erection of 29 dwellings to include highways, drainage, landscaping and ancillaries.

- 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) 22/2368/ADV – Not Just Veg, Market View shop, Axminster. EX13 5AD
Installation of internally illuminated hanging signage.

This application was supported by way of delegated powers afforded to Chair of Planning Committee.

ii) 22/2346/PVJ – The Fireworks, Weycroft Ave. Millwey Rise Ind. Est. Axminster EX13 5HU
Proposed installation of 277 x solar panels on north facing roof slope.

This application was supported by way of delegated powers afforded to Chair of Planning Committee.

- 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.

- d) To note planning correspondence received (if any).

To note start of EDDC Emerging Local Plan Consultation; Cllr Holt to speak.

- e) To note that Cllr. Rebecca Lippett has joined the membership of the Planning Committee.

Continued Overleaf.

Council Business to be considered:

FC22/193

To receive an update report from the Vice-Chair of the Axminster Neighbourhood Plan Steering Group, Cllr. Steve Holt.

FC22/194

To consider whether the Town Council wishes to submit a formal response to the EDDC Street Trading Licence Consultation in respect of the proposed LIGHT UP AXMINSTER event planned for 26th November 2022.

FC22/195

To confirm the date of the next scheduled FULL meeting of the Town Council - 12th December 2022

FC22/196

To consider any matters considered as urgent by the presiding Chair and to receive any announcements from the Chair of the Council.

FC22/197

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)

FC22/198 (IC)

To receive a presentation from representatives of the Flamingo Pool and, subsequently, for members to discuss what the Town Council might be able to do to assist that organisation at this time.

This matter is deemed confidential due to the commercial sensitivity of the subject to be discussed and the nature of the information to be considered by members which is not in the wider public domain.

FC22/199 (IC)

To receive a report from Clerk/RFO on the ongoing Guildhall Refurbishment works (A, B & C programme) and to consider the forward programme of works still required.

This matter is deemed confidential due to the commercial sensitivity of the subject to be discussed and the nature of the quotes to be considered by members.

FC22/200 (IC)

To consider Part Two recommendations from the Employment Committee meeting held on 18th October 2022 and to further consider employment matters deemed confidential.

Clerk to present a report to members following the committee meeting held on 18th October 2022. This matter is deemed confidential due to the confidential nature of the business to be discussed (Employee matters).

Continued Overleaf.

FC22/201 (IC)

To receive an update report from the Clerk on recent events at the Old Courthouse Complex and to consider further works/amenity therein to improve tenant operations and activity.

This matter is deemed confidential due to the commercial sensitivity of the subject to be discussed.

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

Paul Hayward

TOWN CLERK

9th November 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