

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

10 January 2023

Dear Councillor,

You are hereby summoned to attend an ORDINARY Meeting of the FULL Town Council which will take place on Monday, 16th January 2023 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.

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

FC22/223

To note members present:

FC22/224

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

FC22/225

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

FC22/226

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)*

At the FULL Council meeting held 12/12/2022, Cllr. Birnie was afforded a dispensation* to discuss and vote upon matters pertaining to the Axminster Guildhall. This dispensation applies until May 2023 (unless rescinded prior to that date) and is afforded in respect of Cllr. Birnie's disclosable pecuniary and personal interests as set out in the Register of Members Interests.

** Localism Act 2011 (s.33)*

FC22/227i)

To consider and, if thought fit, to approve the minutes of the Ordinary Meeting of the FULL Council held on Monday 12th December 2022 as previously circulated to members and published online:

FC22/227ii)

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

FC22/228

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

- a) Operations Committee meeting - 15th November 2022
- b) Strategy & Finance Committee meeting - 9th January 2023

FC22/229

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.*

FC22/230

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 FC22/240(IC) to FC22/242(IC) incl.):

Continued Overleaf

FC22/231

To consider Council's financial matters:

- a) To consider and, if thought fit, to approve and ratify payments for December 2022.
- b) To receive, and note, Responsible Financial Officer's Report and financial pack for December 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 a Grant Application from East Devon Citizens Advice Bureau - £2422.20
- f) To consider recommendations from the Strategy & Finance Committee as to the 2023-24 Financial Year Budget Preparation and Precept Calculation process; Full Council to resolve budget and precept figures for this period, prior to submission to EDDC.

FC22/232

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) [22/2698/FUL](#) – Woodbury Cottage, Woodbury Lane, Axminster, EX13 5TL
Proposed double garage with storage above.

ii) [22/2745/FUL](#) – Moorland Ridge, Trinity Hill Road, Axminster. EX13 5SS
18 no. solar panels on 3 ground-mounted arrays of 6 panels each.

iii) [22/2793/TCA](#) – Nelson House, Coombe Lane, Axminster. EX13 5AX
T1 Monterey Cypress. Reduce crown height by 2m approx. plus removal of further stems and a crown lift on western side of tree.

iv) [22/2714/FUL](#) – Cuts and Co, Boxfield Road, Axminster, EX13 5LB
Change of use from Hair & Beauty Salon (Class E) to dwellinghouse (Class C3)

- 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 to be considered.

- 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 Planning Appeal Dismissal for Stanzita, King Edward Road, Axminster, EX13 5PP (EDDC Planning Application 22/0262/FUL) on the grounds of unacceptable harm to the local highway network.

Continued Overleaf.

Council Business to be considered:

FC22/233

To receive an update report from the Vice-Chair of the Axminster Neighbourhood Plan Steering Group, Cllr. Steve Holt and to resolve upon an agreed statement from the Town Council for publicity and press purposes.

FC22/234

To consider correspondence received from Splicetek regarding proposed future telecommunications works in Sector Lane / Stammerly Hill (April 2023) and to consider whether Council wishes to make any formal comments or objections to the proposals.

FC22/235

To consider recommendations from Strategy & Finance Committee relating to the adoption of revised Standing Orders for this Council and, if thought appropriate, to resolve to adopt the revised version as Council Policy.

FC22/236

To receive a presentation from Cllr. Steadman on the inaugural meeting of the Climate Action Group (CAG) and to consider next steps and funding proposals/requirements.

FC22/237

To confirm the date of the next scheduled FULL meeting of the Town Council - 13th February 2023

FC22/238

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

FC22/239

It is proposed 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)

FC22/240 (IC)

To receive an updated report from Clerk/RFO on the ongoing Axminster Urban Renewal “Quick Wins” Project in conjunction with EDDC and DCC Economy Teams and to note actions proposed and agree forward progress;

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.

FC22/241 (IC)

To consider update on employment matter deemed confidential.

This matter is deemed confidential due to the confidential nature of the business to be discussed (Employee matters).

Continued Overleaf.

FC22/242 (IC)

To consider a request regarding additional tenancy proposal for the Old Courthouse complex that requires Councillors decision on terms, duration and usage.

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

11th January 2023

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
