

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

8 February 2023

Dear Councillor,

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

i) Presentation of the 2023 Robin Cross Award (Axminster Citizen of the Year) to Mary Darlow

ii) Council to receive a representation from Devon County Councillor, Cllr. Ian Hall (at the invitation of the Mayor, Cllr. Jill Farrow)

iii) Council to receive a representation from Ben Feasey on behalf of Action East Devon in support of a grant application to this Council from that organisation.

iv) Council to receive a representation from John Marjoribanks on behalf of The Flamingo Pool in support of a grant application to this Council from that organisation.

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

Continued Overleaf

FC23/001

To note members present:

FC23/002

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

FC23/003

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

FC23/004

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.

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)*

FC23/005i)

To consider and, if thought fit, to approve the minutes of the Ordinary Meeting of the FULL Council held on Monday 16th January 2023 as previously circulated to members and published online:

FC23/005ii)

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

FC23/006i)

To consider and, if thought fit, to approve the minutes of the extraordinary Meeting of the FULL Council held on Monday 30th January 2023 as previously circulated to members and published online:

FC23/006ii)

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

FC23/007i)

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 - 23rd January 2023

Continued Overleaf

FC23/007ii)

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.*

FC23/008

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 FC23/024 (IC) to FC23/025 (IC) incl.):

FC23/009

To consider Council's financial matters:

- a) To consider and, if thought fit, to approve and ratify payments for January 2023
- b) To receive, and note, Responsible Financial Officer's Report and financial pack for January 2023 in the approved format (also published online).
- c) Questions to the RFO on these accounts / financial reports from members.
- d) To consider a Grant Application from Action East Devon - £6000.
- e) To consider a Grant Application from The Flamingo Pool - £5000.

FC23/010

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.

- 1) [23/0098/ADV](#) – Unit 9-9A (APT) Weycroft Avenue, Axminster, EX13 5PH
Installation 4 x poster display frames (illuminated) for advertising.
 - 2) [23/0099/ADV](#) – J F Clarke & Son, Lyme Road, Axminster. EX13 5BE
Install 1 no. freestanding (illuminated) advertisement sign.
 - 3) [23/0122/FUL](#) – Yeatlands Farm, Westwater, Axminster. EX13 7JD (also [23/0123/FUL](#))
Proposed building to cover open cattle yard / cattle feeding area.
- 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.
- 1) [23/0114/TRE](#) – Tesco Store, Shand Park, Axminster, EX13 5NG
Prune 3 x Poplar's by 5m (or to nearest pruning point) and remove 2 x lower limbs overhanging car park. Supported by way of delegated authority of Chair and members of the committee.
 - 2) [23/0161/FUL](#) – 15 Prestor, Axminster, EX13 5BR
Proposed loft conversion.
Supported by way of delegated authority of Chair and members of the committee.

Continued overleaf.

FC23/010

To consider planning matters (continued):

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 consider Public Consultation documents from Grassroots Planning relating to proposed development of 140 dwellings on land west of Chard Road, Axminster.

Council Business to be considered:

FC23/011

To consider report from Clerk on the NALC/DALC (Foundation) Quality Award and to decide whether this Council should seek accreditation.

FC23/012

To consider whether this Council should support (and potentially organise) an Easter Fayre event at the Guildhall to primarily enable local charities to present their organisations to the wider public (and to encourage fundraising).

FC23/013

To consider the date, venue, format and content of the forthcoming Annual Parish Meeting; to receive a report from the Clerk on options available to the Council. To also note that said meeting MUST be held between the 1st March and the 1st June annually, but that the Town Council elections are being held on 4th May 2023.

FC23/014

To consider a Street Trading Licence Application (as below) and to decide whether this Council wishes to make any formal representation to the licensing authority (EDDC) in this respect:

The Brunch Box. In car park at front of Unit 16, Weycroft Avenue, Axminster. EX13 5HU Monday to Friday operation, 7am until 3pm daily. Provision of hot food and beverages.

FC23/015

To note the advertised Waiting restrictions and Parking Places Amendment Order from Devon County Council for West Street, Axminster and to decide whether the Council wishes to make any formal response, comment or representation.

FC23/016

To receive and note a report from the Proper Officer's regarding NALC advice on Defamation (referred to as Legal Topic Note (LTN) 30), the review of which forms part of Council's Annual risk assessment and management protocol.

FC23/017

To receive an update on the ongoing development of the Axminster Neighbourhood Plan.

Continued overleaf.

FC23/018

To consider matters pertaining to the Coronation of His Majesty The King on 6th May 2023;

- i) To consider local events and how the Council might assist community groups and organisations in celebrating the Coronation event;**
- ii) To consider expenditure related to the celebration of this Coronation event;**

FC23/019

To consider how the Town Council wishes to respond to recent public concerns over worsening graffiti nuisance in the town.

FC23/020

To consider whether Axminster Town Council wishes to forge closer links and bolster cooperation with Seaton Town Council (as joint parties in the Axe Valley Local Government Catchment area) on matters such as tourism, economy, climate action and governance.

FC23/021

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

FC23/022

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

FC23/023

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)

FC23/024 (IC)

To receive a report from the Clerk on a potential land acquisition opportunity in the parish and to decide whether this Council wishes to begin negotiations/discussions with the freeholder to provide improved open public space amenity in the town.

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.

FC23/025 (IC)

To consider future tenancy arrangements for the Old Courthouse complex (retail shop) 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.

Continued overleaf.

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

Paul Hayward

TOWN CLERK

8th February 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
