

AXMINSTER TOWN COUNCIL

To: Cllrs. Farrow (JF) (Chair), Sedgewick (AS) (Vice-Chair), Birnie (SB), Bourne (ABo.), Brooker A (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

23 January 2023

Dear Councillor,

You are hereby summoned to attend an EXTRAORDINARY Meeting of the FULL Town Council which will take place on Monday, 30th 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.

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

EFC23/001

To note members present:

EFC23/002

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

EFC23/003

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

Continued Overleaf

EFC23/004

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 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)*

EFC23/005

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 item EFC22/078(IC)):

EFC23/006

To consider any matters considered as urgent by the presiding Chair / to receive Chair's announcements.

EFC23/007

To note the date of the next Ordinary meeting of the FULL Council:

Monday 13th February 2023 – 7pm at the Guildhall

EFC23/008

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.

Continued Overleaf

Council Business to be considered (Part TWO – Confidential)

EFC23/009 (IC)

To consider various matters pertaining to the Axminster Guildhall, as set out below:

This matter is deemed confidential due to the commercially sensitive nature of the business to be discussed particularly in respect of the legal, financial and employment matters that such a debate will entail.

- i) To receive an update from Clerk on constitutional governance matters.
- ii) To receive an update on the current financial position and forecasts for the Guildhall
- iii) To receive a report from the Chair of the Guildhall Management Committee (GMC) on current governance, management and administrative matters pertaining to the charity and the role and status of the current holding, managements and custodian trustees.
- iv) To receive a report from the Clerk on the legislative framework for the Guildhall operation.
- v) To receive a report from the Clerk on ongoing (and potential future) maintenance issues.
- vi) To consider matters pertaining to public/community engagement at the Guildhall.
- vii) To receive a report from the Guildhall Manager on current and future bookings / hires / events and performances; to also consider the day-to-day community use of the building.
- viii) To consider if the current administrative, financial and governance arrangements for the Guildhall are sustainable and whether they provide the optimal benefit to the Axminster Community as set out in the original GMC Scheme Deed.
- ix) To consider the level of grant subsidy payable by the Town Council to the Guildhall Management Committee in the forthcoming financial year (2023-24) as per the terms of the GMC Scheme Deed and the financial framework under which such subsidy is paid.
- x) To consider any potential risks to the Council in maintaining the current relationship with the GMC or such risks as may be relevant should changes to that relationship arise.
- xi) To consider and, if thought fit, to resolve upon an appropriate recommendation to the GMC setting out Council's views on the future operation and long-term sustainability of the Guildhall as a community amenity and facility for Axminster and the surrounding parishes.

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

Paul Hayward

TOWN CLERK

23rd 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