

AXMINSTER TOWN COUNCIL

The Guildhall,
Axminster,
Devon.

5 April 2017

Dear Councillor,

You are hereby summoned to attend a meeting of the Town Council which will take place on Monday, 10th April 2017 **at 7.30 p.m. FOLLOWING THE PLANNING COMMITTEE MEETING WHICH WILL START AT 6.00 P.M.** at The Guildhall to transact the following:

Members are reminded 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** interest before any discussion takes place.

1. APOLOGIES.
2. DECLARATIONS OF INTEREST.
3. TO APPROVE MINUTES OF MEETING HELD ON MONDAY 13th MARCH 2017.
4. TO RECEIVE REPORTS OR PRESENTATIONS
 - a. Presentation by Mr. David Knight, Managing Director of Axminster Carpets.
 - b. Police
 - c. County Councillor
 - d. District Councillors
 - e. Town Mayor's Announcements
 - f. Town Mayor's Engagements
6. TOWN FORUM: The duration of this to be at the discretion of the Town Mayor.
7. TO CONSIDER MATTERS ARISING FROM MINUTES OF 13th MARCH 2017
8. MATTERS OF URGENCY: To consider matters not detailed on the agenda but agreed by the Presiding Chairman as being matters of urgency.
9. COMMITTEE REPORTS: To receive and if thought fit approve and adopt the reports, copies herewith, of the following committees:
 - a. PLANNING: Dated 13TH March 2017, to be presented by the Vice-Chairman of the Committee, Cllr. Hayward.
 - b. EMPLOYMENT: Dated 23rd March 2017, to be presented by the Chairman of the Committee, Cllr. Hayward.
 - c. CEMETERY: Dated 3rd April 2017, to be presented by the Chairman of the Committee, Cllr. Mrs. Spiller.
10. MATTERS ARISING FROM COMMITTEE REPORTS: To raise any matters arising from the above reports:
 - a. PLANNING: Dated 13th March 2017
 - b. EMPLOYMENT: Dated 23rd March 2017
 - c. CEMETERY: Dated 3rd April 2017
11. FINANCIAL MATTERS:
 - a. To approve payments for March 2017.
 - b. To approve bank reconciliation for February 2017.
 - c. To report matters approved for expenditure by Town Mayor/Committee Chairmen.
 - d. To consider requests for financial assistance – Upstream.
 - e. To Receive Responsible Financial Officer's Report.
12. TO PROPOSE THAT ALL PHOTOGRAPHS OF AXMINSTER TOWN MAYORS, TOGETHER WITH THEIR NAMES AND DATES OF SERVICE, BE DISPLAYED IN THE CHURCHILL ROOMS OF AXMINSTER GUILDHALL TO JOIN THE NAME SCROLLS ALREADY IN SITU: Cllr. Mrs. Spiller to speak.
13. HIGHWAY MATTERS: Town Clerk to speak.

14. GRUMBLE WALK REPORT: Cllr. Walden or Town Clerk to speak.

15. CORRESPONDENCE :

- a. Letters Received
 - i. South West Trains – re termination of their franchise.
- b. Meetings
 - i. East Devon Local Action Group – 20th April, Axminster
- c. Reports Received - the following reports are available for consultation in the office:
 - i. East Devon Local Action Group minutes.

To be taken in Committee :

If appropriate, Deputy Mayor 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.

16. TO CONSIDER QUOTES FOR WORKS AT OLD COURTHOUSE & GUILDHALL

- a. Acoustic Clouds
- b. Works in roof space
- c. Access control.
- d. Stairwell lighting

17. TO CONSIDER LETTER TO TENANTS.

18. TO CONSIDER INSURANCE MATTERS AND RELATED QUOTATION

19. STAFFING MATTER.

Yours sincerely,

Hilary Kirkcaldie

TOWN CLERK

ALL PUBLIC MEETINGS OF THE TOWN COUNCIL, WITH THE EXCEPTION OF THE EMPLOYMENT COMMITTEE AND ANY MATTERS AT OTHER MEETINGS WHICH ARE TAKEN IN COMMITTEE, ARE RECORDED AND THE RECORDINGS ARE AVAILABLE ON REQUEST