

AXMINSTER TOWN COUNCIL

The Guildhall,
Axminster,
Devon.

13 September 2017

Dear Councillor,

You are hereby summoned to attend an extra-ordinary meeting of the Town Council which will take place on Monday, 21st August 2017 at 6.30 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 14th AUGUST 2017 IF AVAILABLE
4. MATTERS OF URGENCY: To consider matters not detailed on the agenda but agreed by the Presiding Chairman as being matters of urgency.

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.

5. TO REVIEW QUOTES RECEIVED FOR GUTTER CLEARING
6. TO CONSIDER QUOTES RECEIVED FOR ELECTRICAL INSPECTIONS
7. TO APPROVE MEMORANDUM OF UNDERSTANDING WITH TEMPORARY TENANT.
8. TO DISCUSS TENANCY ARRANGEMENTS FOR PIPPINS.
9. STAFFING MATTERS

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