

AXMINSTER TOWN COUNCIL

The Guildhall,  
Axminster,  
Devon.

7 September 2017

Dear Councillor,

You are hereby summoned to attend a meeting of the Town Council which will take place on Monday, 11<sup>th</sup> September 2017 at 7.30 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 RECEIVE AND, IF THOUGHT FIT, APPROVE AND ADOPT, Minutes Of Meeting Held On Monday 14<sup>th</sup> August 2017: To be presented by Town Mayor

4. TO CONSIDER MATTERS ARISING FROM MINUTES OF 14<sup>TH</sup> AUGUST 2017.

5. TO RECEIVE AND, IF THOUGHT FIT, APPROVE AND ADOPT, Minutes Of Meeting Held On Monday 21st August 2017: To be presented by Town Mayor

6. TO CONSIDER MATTERS ARISING FROM MINUTES OF MEETING HELD ON MONDAY 21ST AUGUST 2017

7. TO RECEIVE AND, IF THOUGHT FIT APPROVE AND ADOPT, Minutes Of Meeting Held On Wednesday 30<sup>th</sup> August 2017: To be presented by Town Mayor

8. TO CONSIDER MATTERS ARISING FROM MEETING HELD ON WEDNESDAY 30<sup>TH</sup> AUGUST 2017

9. CASUAL VACANCY: To report casual vacancy following resignation of Cllr. Symes.

10. TO RECEIVE AND, IF THOUGHT FIT, APPROVE AND ADOPT Minutes Of The Planning Committee Meeting Held On Monday 14<sup>th</sup> August 2017: To be presented by Cllr. Hayward, Vice-chairman of the committee.

11. TO CONSIDER MATTERS ARISING FROM THE PLANNING COMMITTEE MEETING HELD ON 14<sup>TH</sup> AUGUST 2017

12. TO RECEIVE AND, IF THOUGHT FIT, APPROVE AND ADOPT Minutes Of The Old Courthouse Committee Meeting Held On Monday 22<sup>nd</sup> August 2017: To be presented by Cllr. Godbeer, Chairman of the committee.

13. TO CONSIDER MATTERS ARISING FROM THE OLD COURTHOUSE COMMITTEE MEETING HELD ON 22ND AUGUST 2017

14. TO RECEIVE AND, IF THOUGHT FIT, APPROVE AND ADOPT Minutes Of The Employment Committee Meeting Held On Wednesday, 23rd August 2017: To be presented by Cllr. Walden, Chairman of the committee.

15. TO PROPOSE THAT MATTERS ARISING FROM THE MINUTES OF THE EMPLOYMENT COMMITTEE MEETING HELD ON 23<sup>RD</sup> AUGUST BE REFERRED INTO COMMITTEE.

16. TO DISCUSS THE ROUTE OF THE RELIEF ROAD: Cllr. Walden or Cllr. Moulding to speak.

17. TO CONSIDER MEMBERSHIP OF COMMITTEES, SCHEDULE OF MEETINGS AND OTHER ADMINISTRATIVE MATTERS.

18. TO DISCUSS PARTICIPATION IN KEEP BRITAIN TIDY “DOG POO FAIRY SCHEME”: Town Mayor to speak.

19. TO DISCUSS THE FORMAT OF THE ROBIN CROSS MEMORIAL AWARD: Town Mayor to speak.

20. TO CONSIDER THE ESTABLISHMENT OF AN AXMINSTER YOUTH FORUM: Cllr. Walden to speak.

21. TOWN FORUM: Duration to be at the discretion of the Town Mayor.

22. FINANCIAL MATTERS:

- a. To approve payments for August 2017
- b. To Approve July Bank Reconciliation.
- c. To report matters approved for expenditure by Town Mayor/Committee Chairmen .
- d. To consider requests for financial assistance and grant payments: Kilmington Pre-school group
- e. Parishes Together Fund – to consider any further projects for remaining funds.
- f. Responsible Financial Officer’s Report.

23. NEIGHBOURHOOD PLANNING UPDATE: Cllr. Moulding or Town Clerk to speak.

24. CORRESPONDENCE :

- a. Letters Received
- b. Meetings
  - i. E.D.D.C. – Communities working together – Knowle, 29<sup>th</sup> September 9.30-2.00 p.m.
- c. Reports Received - the following reports are available for consultation in the office:
  - i. East Devon L.A.G. Minutes
  - ii. Healthwatch Devon.

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.

25. MATTERS ARISING FROM COMMITTEE REPORTS: To raise any matters arising from the above reports: EMPLOYMENT: Dated 23<sup>rd</sup> August 2017

26. 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