

AXMINSTER TOWN COUNCIL

The Guildhall,
Axminster,
Devon.

6 December 2017

Dear Councillor,

You are hereby summoned to attend a meeting of the Town Council which will take place on Monday, 11th December 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 13TH NOVEMBER 2017: To be presented by Town Mayor

4. TO CONSIDER MATTERS ARISING FROM MINUTES OF 13TH NOVEMBER 2017.

5. TO RECEIVE AND, IF THOUGHT FIT, APPROVE AND ADOPT MINUTES OF THE PLANNING COMMITTEE MEETING HELD ON MONDAY 13TH NOVEMBER 2017: To be presented by Cllr. Hayward, Vice-chairman of the committee.

6. TO CONSIDER MATTERS ARISING FROM THE PLANNING COMMITTEE MEETING HELD ON 13TH NOVEMBER 2017

7. TO RECEIVE AND, IF THOUGHT FIT, APPROVE AND ADOPT MINUTES OF THE PLANNING COMMITTEE MEETING HELD ON MONDAY 4TH DECEMBER 2017: To be presented by Cllr. Doherty, Member of the committee.

8. TO CONSIDER MATTERS ARISING FROM THE PLANNING COMMITTEE MEETING HELD ON 4TH DECEMBER 2017

9. TO RECEIVE REPORT OF THE BUILDINGS AND FINANCE WORKING PARTY HELD ON MONDAY, 27TH NOVEMBER 2017: To be presented by Cllr. Walden, Chairman of the committee.

10. TO CONSIDER MATTERS ARISING FROM THE BUILDINGS AND FINANCE WORKING PARTY HELD ON 27TH NOVEMBER 2017

11. TO RECEIVE AND IF THOUGHT FIT APPROVE AND ADOPT THE MINUTES OF THE TOWN COUNCIL MEETING HELD ON MONDAY, 4TH DECEMBER 2017: To be presented by Cllr. Walden, Chairman of the committee.

12. TO CONSIDER MATTERS ARISING FROM THE TOWN COUNCIL MEETING HELD ON 4TH DECEMBER 2017

13. MATTERS OF URGENCY

14. TO UPDATE COMMITTEES: Town Mayor to speak.

15. DRAFT SCHEDULE OF MEETINGS FOR 2018: Town Clerk to speak.

16. TO CONSIDER REQUEST FROM GUILDHALL MANAGEMENT COMMITTEE FOR RELOCATION OF GRAND PIANO: Town Clerk to speak.

17. FINANCIAL MATTERS:

- a. To approve payments for November 2017
- b. To Approve October Bank Reconciliation.
- c. To report matters approved for expenditure by Town Mayor/Committee Chairmen .
- d. To Consider Requests for Funding
- e. Parishes Together Fund – update.
- f. Responsible Financial Officer's Report.
- g. To Consider Budget and Precept.

19. TO RECEIVE WRITTEN REPORTS:

- a. Town Mayor's Announcements
- b. Town Mayor's engagements
- c. District Councillors' Reports
- d. County Councillor's Report

20. TOWN FORUM:

21. AXMINSTER TOGETHER: Town Mayor to speak.

22. NEIGHBOURHOOD PLANNING UPDATE: Cllr. Walden to speak.

23. TO UPDATE COUNCILLOR PREFERENCES REGARDING RECEIPT OF AGENDAS ETC. VIA ELECTRONIC MEDIA: Town Clerk to speak.

24. HIGH ENERGY DRINKS: Town Mayor to speak.

25. CORRESPONDENCE :

- a. Letters Received – various letters of thanks from grant recipients.
- b. Meetings
- 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.

26. TO CONSIDER QUOTATIONS RECEIVED: Deputy Town Clerk to speak.

27. INSURANCE MATTER: Town Clerk to speak.

28. TO CONSIDER TENANCY PROPOSALS: Town Clerk to speak.

29. ROBIN CROSS MEMORIAL AWARD.

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