

AXMINSTER TOWN COUNCIL

The Guildhall,
Axminster,
Devon.

3 January 2018

Dear Councillor,

You are hereby summoned to attend a meeting of the Town Council which will take place on Monday, 8TH January 2018 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.

Prior to the official business of the meeting the following ceremony will take place:

**PRESENTATION OF ROBIN CROSS MEMORIAL AWARD FOR THE
CITIZEN OF THE YEAR BY TOWN MAYOR**

1. APOLOGIES.
2. DECLARATIONS OF INTEREST.
3. TO RECEIVE AND, IF THOUGHT FIT, APPROVE AND ADOPT, MINUTES OF MEETING HELD ON MONDAY 11TH DECEMBER 2017: To be presented by Town Mayor
4. TO CONSIDER MATTERS ARISING FROM MINUTES OF 11TH DECEMBER 2017.
5. TO RECEIVE AND, IF THOUGHT FIT, APPROVE AND ADOPT MINUTES OF THE PLANNING COMMITTEE MEETING HELD ON MONDAY 11TH DECEMBER 2017: To be presented by Cllr. Watson, Chairman of the committee.
6. TO CONSIDER MATTERS ARISING FROM THE PLANNING COMMITTEE MEETING HELD ON 11TH DECEMBER 2017
7. 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.
8. TO CONSIDER MATTERS ARISING FROM THE BUILDINGS AND FINANCE WORKING PARTY HELD ON 27TH NOVEMBER 2017
9. 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.
10. TO CONSIDER MATTERS ARISING FROM THE TOWN COUNCIL MEETING HELD ON 4TH DECEMBER 2017
11. MATTERS OF URGENCY
12. FINANCIAL MATTERS:
 - a. To approve payments for December 2017
 - b. To Approve November 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 progress against budget.
 - h. To Review Council's Position on Members Allowances.
13. TO RECEIVE WRITTEN REPORTS:
 - a. Town Mayor's Announcements
 - b. Town Mayor's engagements
 - c. District Councillors' Reports
 - d. County Councillor's Report

14. TOWN FORUM:

15. RELOCATION OF STORAGE FOR SANDBAGS.

16. CORRESPONDENCE :

- a. Letters Received – various seasonal greetings.
 - i. R. D’Albertanson – re Housing
 - ii. R. D’Albertanson – re Drainage matter at Dukes Way.
 - iii. D.A.L.C. – request for garden party nominations.
- 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.

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

18. TO DISCUSS TENANCY MATTERS: Town Clerk to speak.

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