

AXMINSTER TOWN COUNCIL

The Guildhall,
Axminster,
Devon.

4 July 2018

Dear Councillor,

You are hereby summoned to attend a meeting of the Town Council which will take place on Monday, 9th July 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.

1. APOLOGIES.

2. DECLARATIONS OF INTEREST.

3. COMMITTEE APPOINTMENTS

4. TO RECEIVE AND IF THOUGHT FIT APPROVE AND ADOPT MINUTES OF MEETING HELD ON MONDAY 11th JUNE 2018:

5. TO RECEIVE AND IF THOUGHT FIT APPROVE AND ADOPT MINUTES OF MEETING HELD ON FRIDAY 22ND JUNE 2018

6. TO RECEIVE REPORTS OR PRESENTATIONS

- a. Police
- b. County Councillor
- c. District Councillors
- d. Town Mayor's Announcements
- e. Town Mayor's Engagements

7. TOWN FORUM: The duration of this to be at the discretion of the Town Mayor.

8. TO CONSIDER MATTERS ARISING FROM MINUTES OF 11th JUNE 2018

9. TO CONSIDER MATTERS ARISING FROM MINUTES OF 22ND JUNE 2018

10. MATTERS OF URGENCY: To consider matters not detailed on the agenda but agreed by the Presiding Chairman as being matters of urgency.

11. COMMITTEE REPORTS: To receive and if thought fit approve and adopt the reports, copies herewith, of the following committees:

- a. PLANNING: Dated 11th June 2018, to be presented by the Vice-Chairman of the Committee, Cllr. Hayward.
- b. Matters arising from above meeting.
- c. AMENTIES: Dated 18th June 2018, to be presented by the Chairman of the Committee, Cllr. Walden
- d. Matters arising from above meeting.
- e. BUILDINGS AND FINANCE: Dated 24th June 2018, to be presented by the Chairman of the Committee, Cllr. Walden.
- f. Matters arising from above meeting.
- g. EMPLOYMENT (NOON): Dated 2nd July 2018 to be presented by the Chairman of the Committee, Cllr. Walden.
- h. Matters arising from above meeting.
- i. EMPLOYMENT (2.15 P.M.): Dated 2nd July 2018, to be presented by the Chairman, Cllr. Walden.
- j. Matters arising from above meeting.

12. FINANCIAL MATTERS:

- a. To approve payments for June 2018
- b. To approve bank reconciliation for May 2018

- c. To report matters approved for expenditure by Town Mayor/Committee Chairmen.
- d. Parishes Together Fund
- e. To consider progress against budget 2017-2018
- f. To consider progress against budget for first quarter of 2018/2019
- g. To receive Responsible Financial Officer's Report.

13. ATTENDANCE AT COMMITTEE MEETINGS:

14. WORKING PARTY ON PROCEDURES: Town Mayor or Town Clerk to speak.

15. TO RECEIVE NEIGHBOURHOOD PLANNING REPORT

16. MASTER PLAN FOR AXMINSTER:

17. TO DISCUSS PRESENCE OF BIRD FEEDERS AT THE OLD COURTHOUSE

18. CORRESPONDENCE :

- a. Letters Received
 - i. Axminster Job Club – letter of thanks.
- b. Meetings
 - i. East Devon L.A.G. 19th July, Colyton
 - ii. Axminster Hospital League of Friends A.G.M. 24th July
- c. Reports Received - the following reports are available for consultation in the office:
 - i. East Devon L.A.G. Minutes
 - ii. The Project newsletter
 - iii. Police Commissioner's news letter

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.

19. STAFFING MATTERS.

20. TO DISCUSS QUOTATIONS RECEIVED

21. TO DISCUSS TENANCY MATTERS

Yours sincerely,

Hilary Kirkcaldie

TOWN CLERK