

AXMINSTER TOWN COUNCIL

The Guildhall,  
Axminster,  
Devon.

8 August 2018

Dear Councillor,

You are hereby summoned to attend a meeting of the Town Council which will take place on Monday, 13<sup>th</sup> August 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: to propose that Cllr. Young is added formally to Cemetery Committee.

4. TO RECEIVE AND IF THOUGHT FIT APPROVE AND ADOPT MINUTES OF MEETING HELD ON MONDAY 9<sup>th</sup> JULY 2018:

5. TO RECEIVE REPORTS OR PRESENTATIONS

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

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

7. TO CONSIDER MATTERS ARISING FROM MINUTES OF 9<sup>TH</sup> JULY 2018

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

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

- a. PLANNING: Dated 9<sup>th</sup> July 2018, to be presented by the Vice-Chairman of the Committee, Cllr. Hayward.
- b. Matters arising from above meeting.
- c. EMPLOYMENT Dated 13<sup>th</sup> July 2018 to be presented by the Chairman of the Committee, Cllr. Walden
- d. CEMETERY : Dated 23<sup>rd</sup> July 2018, to be presented by the Chairman of the Committee, Cllr. Mrs. Spiller
- e. Matters arising from above meeting.
- f. PLANNING: Dated 30<sup>th</sup> July 2018, to be presented by the Acting Chairman of the Committee, Cllr. Doherty.
- g. BUILDINGS AND FINANCE: Dated 30<sup>th</sup> July 2018, to be presented by the Chairman of the Committee, Cllr. Walden.
- h. Matters arising from above meeting.

10. FINANCIAL MATTERS:

- a. To approve payments for July 2018
- b. To approve bank reconciliation for June 2018
- c. To report matters approved for expenditure by Town Mayor/Committee Chairmen.
- d. To receive Responsible Financial Officer's Report.
- e. Grant applications received.
- f. Parishes Together Fund.

- g. Telephony contract.
- h. Insurance

11. TO CONSIDER CORRESPONDENCE FROM DEVON COUNTY COUNCIL REGARDING PIPPINS: Cllr. Walden to speak.

12. TO DISCUSS INITIAL PUBLIC CONSULTATION ON MASTER PLAN FOR AXMINSTER: Cllr. Walden to speak.

13. TO DISCUSS DISTRICT COUNCIL'S POSITION REGARDING VIABILITY ISSUES : Cllr. Hayward to speak.

14. TO DISCUSS CASE FOR TAKING ON AN ADDITIONAL HANDY PERSON: Cllr. Hayward to speak.

15. TO RECEIVE NEIGHBOURHOOD PLANNING REPORT

16. CORRESPONDENCE :

- a. Letters Received
- b. Meetings
  - i. East Devon L.A.G. 6<sup>th</sup> September, Seaton
- c. Reports Received - the following reports are available for consultation in the office:
  - i. East Devon L.A.G. Minutes from 19<sup>th</sup> July 2018

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. STAFFING MATTERS.

18. TO DISCUSS QUOTATIONS RECEIVED

19. TO DISCUSS TENANCY MATTERS

Yours sincerely,

*Hilary Kirkcaldie*

TOWN CLERK