

AXMINSTER TOWN COUNCIL

The Guildhall,
Axminster,
Devon.

5 September 2018

Dear Councillor,

You are hereby summoned to attend a meeting of the Town Council which will take place on Monday, 10th September 2018 at 7.30 p.m. in the Churchill Room 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 : Additional member for Twinning Association Committee.

4. TO RECEIVE AND IF THOUGHT FIT APPROVE AND ADOPT MINUTES OF MEETING HELD ON MONDAY 13th AUGUST 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 13TH AUGUST 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 13th August 2018, to be presented by the Chairman of the Committee, Cllr. Watson.
- b. Matters arising from above meeting.
- c. PLANNING: Dated 3rd September 2018, to be presented by the Chairman of the Committee, Cllr. Watson
- d. BUILDINGS AND FINANCE: Dated 27th July 2018, to be presented by the Chairman of the Committee, Cllr. Walden.
- e. Matters arising from the above meeting
- f. BUILDINGS AND FINANCE: Dated 3rd September 2018, to be presented by the Chairman of the Committee, Cllr. Walden.
- g. Matters arising from the above meeting.

10. FINANCIAL MATTERS:

- a. To approve payments August 2018
- b. To approve bank reconciliation for July 2018
- c. To report matters approved for expenditure by Town Mayor/Committee Chairmen.
 - i. Blinds for Office
- d. Parishes Together Fund –to consider potential projects
- e. To receive Responsible Financial Officer's Report.
- f. Re-investment of Bond Funds
- g. Telephone contract options.

11. TO DISCUSS CORRESPONDENCE FROM DEVON COUNTY COUNCIL REGARDING

PIPPINS: Town Mayor to speak.

12. TO DISCUSS PURCHASE OF POPPIES TO MARK ANNIVERSARY OF ARMISTICE; Town Mayor to speak.

13. TO IDENTIFY A DELEGATE TO THE COMMUNITIES TOGETHER EVENT TO BE HELD ON 28TH SEPTEMBER; Town Mayor 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
 - i. E.D.D.C. Sandbag requirements request.
- b. Meetings
 - i. East Devon L.A.G. 6th September
- c. Reports Received - the following reports are available for consultation in the office:
 - i. East Devon L.A.G. Minutes

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