

AXMINSTER TOWN COUNCIL

The Guildhall,
Axminster,
Devon.

16 May 2018

Dear Councillor,

A meeting of the Buildings and Finance Committee has been arranged for 6.00 p.m. on Monday, 21st May 2018 at the Guildhall.

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. TO SIGN MINUTES OF PREVIOUS MEETING AND CONSIDER ANY MATTERS ARISING THEREFROM.

3. PUBLIC FORUM.

4. FINANCIAL MATTERS

- a. To review grants policy
- b. Impact of Living Wage Registration

5. PROPERTY RELATED MATTERS:

- a. Guildhall
 - i. Update on meetings with N.P.S.
 - ii. Office accommodation.
- b. Old Courthouse
 - i. Museum.
 - ii. Senior Citizens' Centre
 - iii. Arts Cafe
 - iv. Constable's Room
- c. Cemetery
- d. Amenities
 - i. Allotments
 - ii. Other
- e. Pippins
 - i. Pippins boiler and water heater repairs.

6. BANKING ARRANGEMENTS

7. TO CONSIDER ANY MATTERS OF URGENCY.

If appropriate at any point in the above discussions:

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

8. TO APPROVE QUOTES RECEIVED FOR VARIOUS WORKS.

- a. Floodlighting
- b. Sub-meters
- c. Guildhall Floors

9. TENANCY MATTERS:

10. INSURANCE MATTER

11. EMPLOYMENT COSTS

Yours sincerely,

TOWN CLERK