

AXMINSTER TOWN COUNCIL

The Guildhall,  
Axminster,  
Devon.

26 September 2018

Dear Councillor,

A meeting of the Buildings and Finance Committee has been arranged for 7.00 p.m. on Monday, 1<sup>st</sup> October 2018 at the Guildhall or immediately after the Planning Committee meeting scheduled for 6.00 p.m. if that over runs.

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 discuss telephony contracts
- b. Smart Meters
- c. Quarterly Report on Earmarked Funds

5. PROPERTY RELATED MATTERS:

- a. Guildhall
  - i. Update on progress with various repairs – guttering and boilers.
  - ii. Request from Guildhall Management Committee to dispose of upright piano.
- b. Old Courthouse
  - i. Museum.
  - ii. Senior Citizens' Centre
  - iii. Arts Cafe
  - iv. Constable's Room
- c. Cemetery
- d. Amenities
  - i. To discuss Competition to Design NewTown Signs.
- e. Pippins
  - i. Lift Repairs and Training.

6. UPDATE ON 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 CONSIDER QUOTES RECEIVED FOR VARIOUS WORKS.

9. TENANCY MATTERS:

- i. Pippins.
- ii Old Courthouse

Yours sincerely,

*Hilary Kirkcaldie*

TOWN CLERK