

AXMINSTER TOWN COUNCIL

The Guildhall,  
Axminster,  
Devon.

5 March 2019

Dear Councillor,

You are hereby summoned to attend a meeting of the Town Council which will take place on Monday, 11<sup>th</sup> March 2019 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.

TO OBSERVE A MINUTE'S SILENCE IN MEMORY OF MR. CHRISTOPHER SCOTT, A FORMER COUNCILLOR.

1. APOLOGIES.

2. DECLARATIONS OF INTEREST.

3. TO RECEIVE AND IF THOUGHT FIT APPROVE AND ADOPT MINUTES OF MEETINGS HELD ON MONDAY 11<sup>th</sup> FEBRUARY 2019:

4. TO RECEIVE AND IF THOUGHT FIT APPROVE AND ADOPT MINUTES OF MEETINGS HELD ON MONDAY 18<sup>th</sup> FEBRUARY 2019:

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

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. TO CONSIDER MATTERS ARISING FROM MINUTES OF 11<sup>TH</sup> FEBRUARY 2019

8. TO CONSIDER MATTERS ARISING FROM MINUTES OF 18<sup>TH</sup> FEBRUARY 2019

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

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

- a. PLANNING: Dated 11<sup>th</sup> February 2019, to be presented by the Vice-Chairman of the Committee, Cllr. Hayward.
- b. Matters arising from above meeting.
- c. BUILDINGS AND FINANCE : Dated 25<sup>th</sup> February 2019, to be presented by the Chairman of the Committee, Cllr. Walden.
- d. Matters arising from above meeting.
- e. EMPLOYMENT : Dated 4<sup>th</sup> March 2019, to be presented by the Chairman of the Committee, Cllr. Walden.
- f. Matters arising from above meeting.
- g. CEMETERY : Dated 4<sup>th</sup> March 2019, to be presented by the Chairman of the Committee Cllr. Mrs. Spiller.
- h. Matters arising from above meeting.

11. FINANCIAL MATTERS:

- a. To approve payments February 2019
- b. To confirm bank reconciliation for January 2019
- c. To report matters approved for expenditure by Town Mayor/Committee Chairmen.
  - i.

- d. To receive Responsible Financial Officer's Report.
  - e. To consider grant requests received (if any).
12. TO SELECT OPTION IN RESPECT OF ADVICE RECEIVED REGARDING CIVIC REGALIA:  
Town Clerk to speak.
13. TO PROPOSE THAT HONOUR BOARDS ARE BROUGHT UP TO DATE: Cllr Hayward to speak.
14. TO DISCUSS REPORT FROM GOVERNANCE WORKING PARTY: Cllr. Hayward to speak.
15. TO DISCUSS ARRANGEMENTS FOR ANNUAL PARISH MEETING: Town Clerk to speak.
16. TO PROPOSE THAT AXMINSTER TOWN COUNCIL SHOULD FUND THE PURCHASE, INSTALLATION AND ANNUAL COSTS OF EMPTYING OF A DOG WASTE / DUAL PURPOSE LITTER BIN IN THE LAYBY TO THE EAST OF BOW BRIDGE USING FUNDS FROM THE COMMUNITY BENEFIT FUND: Cllr. Hayward to speak.
17. TO NOMINATE A REPRESENTATIVE TO ATTEND ANY DEVELOPMENT MANAGEMENT COMMITTEE MEETING CONVENED BY EAST DEVON DISTRICT COUNCIL AT WHICH PLANNING APPLICATIONS RELATING TO LAND EAST OF AXMINSTER ARE DISCUSSED: Town Clerk to speak.
18. UPDATE ON REQUEST FROM GUILDHALL MANAGEMENT COMMITTEE TO DISPOSE OF PIANO IN CHURCHILL ROOM AND GRAND PIANO: Town Clerk to speak.
19. TO PROPOSE THAT A DEFIBRILLATOR IS BOUGHT FOR WEYCROFT INDUSTRIAL AREA: Cllr. Hayward to speak.
20. UPDATE ON SECTION 106 RECREATION AND PLAY MONEYS: Town Clerk to speak.
21. CORRESPONDENCE :
- a. Letters Received
    - i. D.C.C. – review of the re-use credit scheme.
    - ii. E.D.D.C. – re changes in electoral boundaries.
  - b. Meetings
    - i. L.A.G. meeting 7<sup>th</sup> March
  - c. Reports Received - the following reports are available for consultation in the office:
    - i. 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.

22. STAFFING MATTERS.

23. TO DISCUSS QUOTATIONS RECEIVED:

24. TO DISCUSS TENANCY MATTERS

Yours sincerely,

*Hilary Kirkcaldie*

TOWN CLERK