

AXMINSTER TOWN COUNCIL

The Guildhall,
Axminster,
Devon.

3 July 2019

Dear Councillor,

You are hereby summoned to attend a meeting of the Town Council which will take place on Monday, 8th July 2019 at 7.00 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.

GROUND RULES

1. APOLOGIES.

2. DECLARATIONS OF INTEREST.

3. TO RECEIVE AND IF THOUGHT FIT APPROVE AND ADOPT MINUTES OF MEETING HELD ON MONDAY 24th JUNE 2019:

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

5. TO CONSIDER MATTERS ARISING FROM MINUTES OF 10TH JUNE 2019

6. TO CONSIDER MATTERS ARISING FROM MINUTES OF 24TH JUNE 2019

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

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

a. PLANNING WITH TRAFFIC MANAGEMENT: Dated 10th June 2019, to be presented by the Chairman of the Committee, Cllr. Mrs. Leat. – i) approve ii) adopt.

b. Matters arising from above meeting.

c. PLANNING WITH TRAFFIC MANAGEMENT: Dated 24th June 2019, to be presented by the Chairman of the Committee, Cllr. Mrs. Leat – i) approve ii) adopt.

d. Matters arising from above meeting

e. EMPLOYMENT: Dated 14th June 2019, to be presented by the Chairman of the Committee, Cllr. Young – i) approve ii) adopt.

f. Matters Arising from the above meeting.

9. FINANCIAL MATTERS:

a. To approve payments June 2019

b. To report matters approved for expenditure by Town Mayor/Committee Chairmen.

i. Card Reader

ii. Payroll software

c. To receive Responsible Financial Officer's Report.

d. Tractor insurance.

10. UPDATE ON SECTION 106 RECREATION AND PLAY MONEYS: Town Clerk to speak.

11. TO PROPOSE ADOPTION OF POLICY FOR CUTTING OF AMENITY GRASS: Cllr. Farrow to speak.

12. VISIT TO DOUVRES TO COMMEMORATE D-DAY: Cllr. Farrow to report.

13. TO CONSIDER REPORT AND PROPOSALS FROM OPERATION LONDON BRIDGE

WORKING PARTY: Town Mayor to speak.

14. TO CONSIDER REQUEST FROM ROYAL BRITISH LEGION REGARDING PROPOSED

GARDEN OF REMEMBRANCE: Town Clerk to speak.

15. FUTURE PLANS:

- i. Health and Safety and Risk Management Review.
- ii. Volunteers.
- iii. Plastic Free Axminster.

16. CORRESPONDENCE :

- a. Letters Received.
 - i. A resident – various regarding Jubilee Field.
- b. Meetings
 - i. Care Service A.G.M. 23rd July.
- c. Reports Received - the following reports are available for consultation in the office:
 - i. Health Watch Voices

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

- a. Flexible Working.
- b. To approve appointment of Lengthsman.
- c. Equipment for Lengthsman

18. TO DISCUSS QUOTATIONS RECEIVED:

- a. Electrical Works at Old Courthouse.
- b. Upgrading of office copiers and computer systems.
- c. C.C.T.V.

19. TO DISCUSS TENANCY MATTERS

Yours sincerely,

Hilary Kirkcaldie

TOWN CLERK