

AXMINSTER TOWN COUNCIL

The Guildhall,
Axminster,
Devon.

4 September 2019

Dear Councillor,

You are hereby summoned to attend a meeting of the Town Council which will take place on Monday, 9th September 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** one. Members are reminded also that in reaching decisions they should bear in mind the Town Council proposal to endeavour to reduce its carbon footprint in the light of the climate emergency.

1. APOLOGIES.

2. DECLARATIONS OF INTEREST.

3. TO RECEIVE AND IF THOUGHT FIT APPROVE AND ADOPT MINUTES OF MEETING HELD ON MONDAY 12th AUGUST 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 12TH AUGUST 2019

6. TO CONSIDER ANY APPLICATIONS RECEIVED FOR CO-OPTION.

7. TO UPDATE MEMBERSHIP OF COUNCIL COMMITTEES:

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. REPORT OF THE CEMETERY WORKING PARTY HELD ON 30TH JULY 2019: To be presented by the Chairman of the Cemetery Committee, Cllr. Spurway – i) approve accuracy ii) adopt.
- b. Matters arising from the above meeting.
- c. PLANNING WITH TRAFFIC MANAGEMENT: Dated 12th August 2019, to be presented by the Chairman of the Committee, Cllr. Mrs. Leat. – i) approve ii) adopt.
- d. Matters arising from above meeting.
- e. PLANNING WITH TRAFFIC MANAGEMENT: Dated 27th August 2019, to be presented by the Chairman of the Committee, Cllr. Mrs. Leat – i) approve ii) adopt.
- f. Matters arising from above meeting
- g. BUILDINGS AND FINANCE: Dated 27th August 2019 to be presented by the Chairman of the Committee, Cllr. Young.
- h. Matters Arising from the above meeting.

10. FINANCIAL MATTERS:

- a. To approve payments August 2019
- b. To report matters approved for expenditure by Town Mayor/Committee Chairmen.
- c. To receive Responsible Financial Officer's Report.

11. TO CONSIDER THE REQUEST FROM ROYAL BRITISH LEGION REGARDING PROPOSED GARDEN OF REMEMBRANCE: Town Clerk to speak.

12. TO CONSIDER REQUESTS FOR HAND RAILS ON STEPS ADJACENT TO MARY KNOLL, LYME STREET: Town Clerk to speak.

13. FUTURE PLANS:

- a. To ascertain those Councillors who are happy to receive agendas and minutes and supporting documentation only in electronic form.

14. CORRESPONDENCE :

- a. Letters Received.
 - i. Letter of thanks from Nourish.
- b. Meetings
 - i. Axe Valley L.A.G. 5th September.
 - ii. 19th September – East Devon A.O.N.B. meeting, Seaton Tramway.
 - iii. 24th October - Working Together for the Future of East Devon.
- c. Reports Received - the following reports are available for consultation in the office:

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.

15. STAFFING MATTERS:

- a. Van and Equipment for Lengthsman.
- b. Training.

16. TO DISCUSS QUOTATIONS RECEIVED:

- a. C.C.T.V.

17. TO DISCUSS TENANCY MATTERS:

Yours sincerely,

Hilary Kirkcaldie

TOWN CLERK