

AXMINSTER TOWN COUNCIL

The Guildhall,  
Axminster,  
Devon.

20 March 2019

Dear Councillor,

A meeting of the Buildings and Finance Committee has been arranged for 6.30 p.m. on Monday, 25<sup>th</sup> March 2019 at the **Senior Citizens' Centre**.

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) Debtors for Annual Return.
- b) Earmarked Funds.
- c) Update on disposal of grand piano.
- d) Pippins Business Rates.
- e) Offer of Sponsorship

5. PROPERTY RELATED MATTERS:

- a. Guildhall
  - i. Update on works required
  - ii. To consider any report from contractors approached by surveyor
  - iii. To consider architect's proposals for office layout.
  
- b. Old Courthouse – to review rents and general update on repairs and any matters specific to
  - i. Museum.
  - ii. Senior Citizens' Centre
  - iii. Arts Cafe
  - iv. Constable's Room
  - v. Former T.I.C.
  
- c. Cemetery
- d. Amenities
  - i. Update on additional storage for equipment and location thereof.
  - ii. Tree works on allotment sites.
- e. Pippins.

6. TO COMPLETE REVIEW OF FINANCIAL REGULATIONS AND STANDING ORDERS

7. BANKING ARRANGEMENTS

8. TO CONSIDER ANY MATTERS OF URGENCY.

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

9. TO CONSIDER QUOTES RECEIVED FOR VARIOUS WORKS.

- a. Digital Mapping.
- b. Tree works.
- c. Any Guildhall related projects

10. TENANCY MATTERS:

- a. Old Courthouse.
- b. Pippins

Yours sincerely,

*Hilary Kirkcaldie*

TOWN CLERK