

AXMINSTER TOWN COUNCIL

The Guildhall,
Axminster,
Devon.

24 September 2019

Dear Councillor,

A meeting of the Buildings and Finance Committee has been arranged to be held at 7.00 P.M. on Monday 30th September 2019 at the **Guildhall**.

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. Councillors are reminded also that, in making decisions, they should take into consideration the Town Council's decision to declare a Climate Emergency.

- 1 APOLOGIES:
- 2 PRESENTATION BY REPRESENTATIVE OF PEAR TECHNOLOGY MAPPING.
- 3 TO SIGN MINUTES OF PREVIOUS MEETING AND CONSIDER ANY MATTERS ARISING THEREFROM.
- 4 PUBLIC FORUM.
- 5 FINANCIAL MATTERS:
 - a) Insurance.
 - b) To consider External Auditor's Report.
 - c) To consider quarterly report against budget.
 - d) To consider suggestion that the Town Council should provide funding for provision of defibrillator cabinet at the Fire Station.
- 6 PROPERTY RELATED MATTERS:
 - a. Guildhall
 - i. Update on works required
 - ii. To consider any report from contractors approached by surveyor
 - b. Old Courthouse – general update on repairs and any matters specific to
 - i. Museum –
 - ii. Senior Citizens' Centre.
 - iii. Arts Cafe
 - iv. Constable's Room conclusion of tenancy
 - v. Former T.I.C.
 - vi. Garden – arrangements for maintenance.
 - c. Cemetery
 - i. Update on tree works.
 - ii. To consider the planting of cherry trees at the Cemetery.
 - iii. To consider digital mapping programme.
 - d. Amenities
 - i. Trees on Valley Path.
 - ii. Section 106 Projects
 - iii. Brown Signage to promote Axminster.
 - iv. Trees at North Street and Woodbury allotment sites.
 - v. Community Orchard.
- 7 TO CONSIDER ANY MATTERS OF URGENCY.
- 8 FUTURE PLAN CONSIDERATION.

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: To include:

- a) Upgrade for C.C.T.V. to Guildhall Forecourt.
- b) To consider arrangements required for new lengthsman – lease of vehicle, storage, training etc.
- c) Options for electricity supply.
- d) Buttresses.

10 TENANCY MATTERS:

- a) Old Courthouse.

11 STAFFING MATTERS:

- a) Lengthsman.

Yours sincerely,

Hilary Kirkcaldie

TOWN CLERK