

The Guildhall,
Axminster,
Devon.

20 November 2019

Dear Councillor,

A meeting of the Buildings and Finance Committee has been arranged to be held at 7.00 P.M. on Monday 25th November 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 TO SIGN MINUTES OF PREVIOUS MEETING AND CONSIDER ANY MATTERS ARISING THEREFROM.
- 3 PUBLIC FORUM.
- 4 FINANCIAL MATTERS:
 - a) Grant request – Axminster & Lyme Cancer Support
 - b) Budget/Precept Setting – draft for consideration
- 5 PROPERTY RELATED MATTERS:
 - a. Guildhall
 - i. Update on works required
 - ii. AutoCAD survey progress
 - iii. To consider any report from contractors approached by surveyor
 - b. Old Courthouse – general update on repairs and any matters specific to
 - i. Museum – nothing to report
 - ii. Senior Citizens' Centre – area of damp.
 - iii. Arts Café – to approve letter to tenants regarding storage of garden furniture
 - iv. Constable's Room – nothing to report
 - v. Retail Outlet – nothing to report
 - vi. Garden – to approve letter regarding placing of tables.
 - c. Cemetery
 - i. Update on tree works.
 - d. Amenities
 - i. Section 106 Projects – no updates available
- 6 TO CONSIDER ANY MATTERS OF URGENCY.
- 7 TO CONSIDER EDDC CAR PARKING CHARGES: - Cllr. Hull to speak
- 8 FUTURE PLAN CONSIDERATION.
 - a) Risk management policy - draft

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) Pear Technology options
b) Options for electricity supply – Ecotricity.

10 TENANCY MATTERS:

11 STAFFING MATTERS:

Yours sincerely,

Hilary Kirkcaldie

TOWN CLERK