

AXMINSTER TOWN COUNCIL

The Guildhall,
Axminster,
Devon.

21 August 2019

Dear Councillor,

A meeting of the Buildings and Finance Committee has been arranged to be held at 7.30 P.M. on Tuesday, 27th August 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. TO CONSIDER APPLICATIONS FOR CO-OPTION: Town Clerk to speak.

4. PUBLIC FORUM.

5. FINANCIAL MATTERS:

- a) To consider options for electricity supply.
- b) To consider vehicle options for lengthsman.
- c) To set up a working party to consider and establish criteria for the allocate of the Town Building Fund and Town Improvement Fund.
- d) Insurance.

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 – electrical matters.
 - ii. Senior Citizens' Centre – floor and provision of alternative venue for activities.
 - 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 changes to Allotment Regulations re new tenants and regular infringers.
 - iii. Update on 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.

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

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9. TO CONSIDER QUOTES RECEIVED FOR VARIOUS WORKS

To include:

- i. Upgrade for C.C.T.V. to Guildhall Forecourt.
- ii. To consider arrangements required for new lengthsman – lease of vehicle, storage, training etc..
- iii. Flooring in Senior Citizens Centre.
- iv. Buttresses

10. TENANCY MATTERS:

- a. Old Courthouse.

11. STAFFING MATTERS:

- a) Lengthsman.

Yours sincerely,

Hilary Kirkcaldie

TOWN CLERK