

AXMINSTER TOWN COUNCIL

The Guildhall,
Axminster,
Devon.

3 June 2020

Dear Councillor,

You are hereby summoned to attend an extra-ordinary virtual meeting of the Town Council which will take place on Monday, 8th June 2020 at 7.00 p.m using remote conferencing technology as authorised by the regulations set out in Clause 78 of the Coronavirus Act 2020.

Join Zoom Meeting

<https://us02web.zoom.us/j/87540817075>

Meeting ID: 875 4081 7075

Members and the public are reminded that **remarks must be addressed through the person chairing the meeting**. To assist in this process, please have a piece of card or something similar that you can raise to show that you wish to speak, then wait to be invited to speak by the Mayor.

Members are reminded:

- a) 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.
- b) That in reaching decisions they should take into consideration the Town Council's decision to reduce its carbon footprint in the light of the **climate/environment emergency**.
- c) To ensure that their discussions include full consideration of the points set out in the Town Council's **risk management** strategy.

1. TO RECEIVE AND APPROVE APOLOGIES.

2. TO NOTE OTHER MEMBERS NOT PRESENT.

3. DECLARATIONS OF INTEREST.

4. TO RECEIVE AND IF THOUGHT FIT APPROVE AND ADOPT MINUTES OF MEETING HELD ON TUESDAY 26TH MAY 2020: To be presented by the Town Mayor – i) approve for accuracy. ii) adopt as policy.

5. TO PROPOSE THAT AXMINSTER TOWN COUNCIL GRANTS PERMISSION FOR THE REMOVAL OF A TREE ON TOWN COUNCIL LAND AT THE EXPENSE OF THE RESIDENT MAKING THE REQUEST: Cllr. Walden to speak.

6. TO CONSIDER A FITTING MEMORIAL TO CLLR. HULL: Town Mayor to speak.

7. FINANCIAL MATTERS:

- a. To approve payments for May.
- b. To approve revised policy on small grants.
- c. To approve revised policy on large grants.
- d. To received report from Responsible Financial Officer.
- e. To propose that the sum of £250 is paid to Totally Locally.
- f. To propose that assets purchased through the Parishes Together grants scheme now become the direct responsibility of this Town Council.

8. TOWN MAYOR TO REPORT ON AXMINSTER COMMUNITY EMERGENCY RESPONSE.

9. TOWN FORUM: The duration of this to be at the discretion of the Town Mayor.

10. TO CONSIDER MATTERS ARISING FROM MINUTES OF 26TH MAY 2020

11. MATTERS OF URGENCY: To consider matters not detailed on the agenda but agreed by the Presiding Chairman as being matters of urgency.

12. COMMITTEE REPORTS: To receive and, if thought fit, approve and adopt the reports, copies herewith, of the following committees:

- a. AMENITIES: Dated 10th MARCH 2020, to be presented by the Chairman of the Committee, Cllr. Walden. – i) approve for accuracy. ii) adopt as policy.
- b. Matters arising from above meeting.

13. CORRESPONDENCE

THIS PART OF THE MEETING WILL END AT 8.00 P.M.

To be taken In Committee:

THIS SECTION OF THE MEETING WILL HAVE A DIFFERENT CODE AND WILL START AT 8.15 P.M.

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.

14. STAFFING MATTERS:

15. TENANCY MATTERS:

16. INSURANCE MATTER:

Yours sincerely,

Hilary Kirkcaldie

TOWN CLERK