

MINUTES OF THE VIRTUAL MEETING OF THE AXMINSTER TOWN COUNCIL

Held on Monday 16<sup>th</sup> March 2021 at 7.00 p.m.  
Under Regulation 78 of the Coronavirus Act 2020

Present:

Town Mayor Cllr. Ms. J.J. Farrow  
Deputy Town Mayor: Cllr. Mrs. A. G. Sedgewick, (for part of meeting)  
Councillors: C.A. Doherty, S.P. Holt, Mrs. S.L.N. Leat, S. Sleigh,  
M.D.G. Spurway and J.W. Walden.

The Town Clerk (Miss H. Kirkcaldie), the Deputy Clerk/Responsible Financial Officer, (Mrs. Z. Adamson-Drage) (for part of meeting) and the Administrative Assistant (Mrs. S. Gay).

In attendance:

0 Members of the public. 0 representative of the Press.

2021/0122 APOLOGIES FOR ABSENCE: Cllrs. M. Mynard and O.S. Tucker.

2021/0123 APPROVAL OF LONG-TERM ABSENCE: Cllr. Farrow, seconded by Cllr. Spurway, proposed that Cllr. M. Mynard's absence from meetings for the next three months, if necessary, be approved. Agreed.

2021/0124 MEMBERS NOT PRESENT: None.

2021/0125 CASUAL VACANCY: The Town Clerk reported a Casual Vacancy at Raymonds Hill following the resignation of Cllr. Adamson-Drage.

2021/0126 DECLARATIONS OF INTEREST: CLLRS. DOHERTY, FARROW, MRS. LEAT, MRS. SEDGEWICK AND SPURWAY EACH DECLARED PERSONAL INTERESTS AS BEING MEMBERS OF THE AXMINSTER GUILDHALL MANAGEMENT COMMITTEE IN RESPECT OF ANY ITEMS RELATING TO THE GUILDHALL.

CLLR. FARROW DECLARED AN INTEREST AS BEING A MEMBER OF AXMINSTER TWINNING ASSOCIATION AND A GOVERNOR OF AXMINSTER COMMUNITY PRIMARY ACADEMY AND AS A JOINT TENANT OF A TOWN COUNCIL ALLOTMENT AT WOODBURY PARK ALLOTMENTS

CLLR. WALDEN DECLARED A PERSONAL INTEREST AS BEING A MEMBER OF AXMINSTER COMMUNITY ENTERPRISE.

CLLR. WALDEN DECLARED A PERSONAL INTEREST AS BEING VICE-CHAIRMAN OF THE GOVERNORS OF AXE VALLEY ACADEMY, AS A MEMBER OF AXMINSTER SKATEPARK STEERING GROUP, AXMINSTER TWINNING ASSOCIATION AND AS BEING SAFEGUARDING LEAD FOR AXMINSTER YOUTH CLUB.

Approved 26<sup>th</sup> April 2021, Min 2021/0146

2021/0127 MINUTES OF MEETING HELD ON 8<sup>TH</sup> MARCH 2021: It was pointed out that Cllr. Walden was Vice-chairman, not Chairman, of the Governors of Axe Valley Academy.

Cllr. Farrow, seconded by Cllr. Spurway, proposed that, subject to that correction, these minutes be approved for accuracy. Agreed.

Cllr. Farrow, seconded by Cllr. Spurway, proposed that they be adopted as policy. Agreed.

2021/0128 REPORT ON NEED FOR URGENT WORKS TO DEFECTIVE RENDER ON STANCHION AT GUILDHALL: The Town Clerk reported on the situation. Following discussion, the matter was referred into committee.

2021/00129 DRAFT SPECIFICATION FOR STRUCTURAL ENGINEER: Following discussion of the report drafted by the Town Clerk, Cllr. Holt, seconded by Cllr. Sleigh, proposed that a surveyor be commissioned to do a complete survey and given carte blanche to identify all problems needing attention. Agreed.

2021/0130 REVIEW OF POSITION REGARDING TRAINING IN STRATEGIC PLANNING AND RISK MANAGEMENT IN THE LIGHT OF PUBLIC MEETING: It was agreed that the Deputy Clerk inform the trainer that, using the asset management of Council properties as the topic theme, the training should be structured to provide a framework of how the theory of the processes of STEEP and SWOT analysis can be applied to identify risks and the management thereof. This could then be applied at a later date by Councillors to other core areas. The trainer will be asked to assume that Councillors have no knowledge of this themselves, indicate the progressions, how many sessions there will be and the dates.

2021/0131 FINANCIAL MATTERS – INSURANCE: Nothing to report.

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2021/0132 COVID RELATED MATTERS: Nothing to report.

2021/0133 UPDATE OF OUTSIDE COMMITTEE MEMBERSHIPS: The consensus of opinion was that it was too soon after the initial public meeting to determine membership of the two working strands within the Future of Axminster Steering Group. Cllr. Sedgewick said that one strand would work on the Neighbourhood Plan and one on Regeneration. The former group would need to be “task and finish” oriented. It was agreed to have a meeting of those who had expressed initial interest the following Wednesday to establish terms of reference for each group. The Mayor will send out invitations to those who had expressed interest.

2021/0134 MATTERS OF URGENCY: None.

2021/0135 MINUTES OF THE PLANNING COMMITTEE HELD ON 9TH FEBRUARY 2021: these could not be approved for technical reasons.

2021/0136 MINUTES OF THE PLANNING COMMITTEE HELD ON 2nd MARCH 2021: Cllr. Leat, Chairman of the Committee, proposed, seconded by Cllr. Farrow, that these be approved for accuracy. Agreed. Cllr. Leat, seconded by Cllr. Farrow, proposed that they be adopted as Town Council policy. Agreed.

2021/0137 MATTERS ARISING FROM ABOVE MEETING: None.

2021/0138 CORRESPONDENCE:

- a. Various re COVID 19
- b. Healthwatch Voices
- c. E.D.D.C. – various re Census.
- d. Anti-social behaviour and community safety officer – numerous.

Cllr. Sedgewick proposed 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. Cllr. Spurway seconded the proposal. Carried.

2021/0139 REPORT ON NEED FOR URGENT WORKS TO DEFECTIVE RENDER ON STANCHION AT GUILDHALL: Following further discussion, Cllr. Holt, seconded by Cllr. Walden, proposed that a suitably qualified and insured builder be commissioned to undertake the removal of the render as soon as possible. Agreed.

2021/0140 QUOTE FOR WORKS TO JUBILEE FOUNTAIN: Cllr. Farrow, seconded by Cllr. Walden, proposed that the quote of £596.49 for the preparation of the planning application and £81.55 for the temporary disconnection of the electricity supply be accepted. Agreed.

2021/0141 TENANCY MATTERS - LEASE: Following discussion of the response from the tenants' solicitors and the comments therein by the Town Council solicitors, Cllr. Farrow, seconded by Cllr. Leat, proposed that the advice given be followed. Agreed.

2021/0142 TENANCY MATTERS – COVID RELATED RENT REBATE REQUEST: Following consideration of a report prepared by the Responsible Financial Officer, Cllr. Farrow, seconded by Cllr. Walden, that a rebate comparable to that granted to one of the other tenants be made. Agreed.

Signature ..... Date.....

Approved 26<sup>th</sup> April 2021, Min 2021/0146