

MINUTES OF THE MEETING OF THE AXMINSTER TOWN COUNCIL  
Held on Monday 28th June 2021 at 7.00 p.m. at Axminster Guildhall.

Present:

Town Mayor                    Cllr. Ms. J.J. Farrow

Deputy Town Mayor: Cllr. Mrs. A. G. Sedgewick,

Councillors:                S.P. Holt, M.D.G. Spurway, O.S. Tucker and J.W. Walden.

The Town Clerk (Miss H. Kirkcaldie). and the Deputy Clerk/Responsible Financial Officer,  
(Mrs. Z. Adamson-Drage).

In attendance: no District Councillors were present.

1 Member of the public. 0 representative of the Press.

2021/0265 APOLOGIES FOR ABSENCE: Cllrs. C.A. Doherty, Mrs. S.L.N. Leat, M.  
Mynard, S. Sleigh and the Administrative Assistant, (Mrs. S. Gay).

2021/0266 DECLARATIONS OF INTEREST: CLLRS. FARROW, 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.

CLLRS. FARROW, HOLT, SEDGEWICK, TUCKER AND WALDEN EACH DECLARED  
PERSONAL INTERESTS AS BEING MEMBERS OF AXMINSTER  
NEIGHBOURHOOD PLAN STEERING GROUP.

CLLR. FARROW DECLARED AN INTEREST AS BEING A MEMBER OF AXMINSTER  
TWINNING ASSOCIATION AND A GOVERNOR OF AXMINSTER  
COMMUNITY PRIMARY ACADEMY, A MEMBER OF THE LABOUR PARTY,  
THE NATIONAL TRUST AND THE CO-OP, A FRIEND OF FERNE ANIMAL  
SANCTUARY, A VOLUNTEER COLLECTOR FOR DEVON AIR AMBULANCE  
TRUST AND AS A JOINT TENANT OF A TOWN COUNCIL ALLOTMENT AT  
WOODBURY PARK ALLOTMENTS

CLLR. HOLT DECLARED AN INTEREST AS BEING LIAISON COUNCILLOR FOR  
AXMINSTER CHAMBER OF TRADE, TREASURER OF AXMINSTER  
HOSPITAL LEAGUE OF FRIENDS, A TRUSTEE OF AXMINSTER HERITAGE  
CENTRE, A MEMBER OF THE CONSERVATIVE PARTY AND THE  
NATIONAL TRUST.

CLLR. SEDGEWICK DECLARED AN INTEREST AS BEING LIAISON COUNCILLOR  
ON AXE VALLEY LOCAL ACTION GROUP.

CLLR. SPURWAY DECLARED AN INTEREST AS A MANAGEMENT MEMBER OF  
CLOAKHAM LAWN SPORTS CLUB, A MEMBER OF CO-OP FOOD GROUP,  
AND OF THE LIBERAL DEMOCRATS.

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CLLR. TUCKER DECLARED AN INTEREST AS BEING A MEMBER OF LYME REGIS SEA SCHOOL, LYME REGIS SAILING CLUB, THE CO-OP, A TRUSTEE OF AXMINSTER SKATEPARK STEERING CHARITY, THE LABOUR PARTY, THE CO-OPERATIVE PARTY, THE GENERAL, MUNICIPAL AND BOILER MEN'S UNION, UNITE THE UNION, THE LEAGUE AGAINST CRUEL SPORTS AND UNIVERSITY COLLEGE LONDON STUDENT'S UNION.

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, LIAISON COUNCILLOR WITH AXMINSTER JOB CLUB, A MEMBER OF THE LABOUR PARTY, COMMUNITY UNION, NATIONAL TRUST AND AS BEING SAFEGUARDING LEAD FOR AXMINSTER YOUTH CLUB.

2021/0267 POINT OF ORDER: Cllr. Walden raised a point of order, arguing that there were items on the agenda which were outwith the remit of what had been proposed as a single item agenda and which would be of interest to the public. He said that public expectation was the Town Council meetings be held on the second Monday of the month. He proposed that items 7c, 7d, 8, 9 and 12 be not discussed.

Cllr. Sedgewick asked that the minutes of the Employment Committee dated 22<sup>nd</sup> June 2021 be deferred so that they could be considered at the same time as the policies approved at that meeting were also tabled for Town Council approval.

Cllr. Tucker proposed an amendment that the item 7d be taken as he would not be available to promote it at the next Town Council meeting. Cllr. Walden accepted that amendment.

Cllr. Sedgewick seconded the proposal. Carried.

Cllr. Holt urged members to respond when items are circulated seeking a response, in order to shorten debate at Town Council meetings.

2021/0268 TOWN COUNCIL MINUTES DATED 21<sup>st</sup> JUNE 2021:

Cllr. Tucker pointed out that the word charity was misspelt in his list of interests.

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

Cllr. Farrow, seconded by Cllr. Sedgewick, proposed that these minutes be adopted as policy. Agreed.

Cllr. Walden asked what the position was regarding advertising of the position of Guildhall Manager.

CLLR FARROW, SECONDED BY CLLR. SEDGEWICK, PROPOSED THAT

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STANDING ORDERS BE SUSPENDED TO ALLOW THE CHAIRMAN OF THE GUILDHALL MANAGEMENT COMMITTEE, WHO WAS PRESENT IN THE PUBLIC SEATING, TO RESPOND. AGREED.

Cllr. Walden was informed that the advertisement for this post had just been placed and one expression of interest had been received already.

CLLR. FARROW, SECONDED BY CLLR. WALDEN, PROPOSED THAT FINANCIAL MATTERS BE TAKEN BEFORE TOWN FORUM. AGREED\_

2021/0269 FINANCIAL MATTERS – CONSIDERATION OF INTERNAL AUDIT REPORT: This had been circulated to members. No questions were raised. Cllr. Farrow, seconded by Cllr. Holt, proposed that this be noted and approved. Agreed.

2021/0270 FINANCIAL MATTERS – CONSIDERATION OF THE ANNUAL ACCOUNTING STATEMENT - AGAR 2020-21 SECTION 2: Cllr. Farrow, seconded by Sedgewick, proposed that this be approved. Agreed.

Following discussion of the bank reconciliations, Cllr. Holt asked that the matter of what was held in each account be placed on the next agenda for the Strategy and Finance Committee and that those members of that committee not present be made aware of that.

2021/0271 FINANCIAL MATTERS – FUNDING OF DEFIBRILLATOR TRAINING: Cllr. Tucker said that he was seeking approval, in principle, in the light of the sudden collapse of an international footballer during a match, for the Town Council to fund such training. He said that it was crucial as ambulance response times in the area are very slow. He sought permission to contact other local Councils and to arrange trainers and hoped to work with businesses. He stressed the value of making such training available on a regular basis. Following discussion, it was agreed that the matter be placed on the next Town Council agenda.

2021/0272 TOWN FORUM: None.

2021/0273 MINUTES OF THE MEETING OF THE PLANNING COMMITTEE HELD ON 9<sup>TH</sup> FEBRUARY 2021: in the absence of members able to propose and second them, these minutes were deferred.

2021/0274 MINUTES OF THE MEETING OF THE PLANNING COMMITTEE HELD ON 13<sup>TH</sup> APRIL 2021: Cllr. Tucker, seconded by Cllr. Farrow, proposed that the minutes of the above meeting be approved for accuracy. Agreed. Cllr. Tucker, seconded by Cllr. Farrow, proposed that they be approved as policy. Agreed

2021/0275 MATTERS ARISING FROM THE MINUTES OF THE MEETING OF THE PLANNING COMMITTEE HELD ON 13<sup>TH</sup> APRIL 2021: None.

2021/0276 MINUTES OF THE MEETING OF THE PLANNING COMMITTEE HELD ON 27<sup>TH</sup> APRIL 2021: Cllr. Tucker, seconded by Cllr. Spurway, proposed that the minutes of the above meeting be approved for accuracy. Agreed. Cllr. Tucker, seconded by Cllr. Farrow, proposed that they be approved as policy. Agreed

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2021/0277 MATTERS ARISING FROM THE MINUTES OF THE PLANNING COMMITTEE HELD ON 27<sup>TH</sup> APRIL 2021: None.

2021/0278 MINUTES OF THE MEETING OF THE PLANNING COMMITTEE HELD ON 11<sup>TH</sup> MAY 2021: Cllr. Tucker, seconded by Cllr. Farrow, proposed that the minutes of the above meeting be approved for accuracy. Agreed. Cllr. Tucker, seconded by Cllr. Farrow, proposed that they be approved as policy. Agreed

2021/0279 MATTERS ARISING FROM THE MINUTES OF THE MEETING OF THE PLANNING COMMITTEE HELD ON 11<sup>TH</sup> MAY 2021: None.

2021/0280 MINUTES OF THE MEETING OF THE PLANNING COMMITTEE HELD ON 25<sup>TH</sup> MAY 2021: Cllr. Tucker, seconded by Cllr. Farrow, proposed that the minutes of the above meeting be approved for accuracy. Agreed. Cllr. Tucker, seconded by Cllr. Farrow, proposed that they be approved as policy. Agreed

2021/0281 MATTERS ARISING FROM THE MINUTES OF THE MEETING OF THE PLANNING COMMITTEE HELD ON 25<sup>TH</sup> MAY 2021: None.

2021/0282 MINUTES OF THE MEETING OF THE PLANNING COMMITTEE HELD ON 7<sup>TH</sup> JUNE 2021: Cllr. Tucker, seconded by Cllr. Farrow, proposed that the minutes of the above meeting be approved for accuracy. Agreed. Cllr. Tucker, seconded by Cllr. Farrow, proposed that they be approved as policy. Agreed

2021/0283 MATTERS ARISING FROM THE MINUTES OF THE MEETING OF THE PLANNING COMMITTEE HELD ON 7<sup>TH</sup> JUNE 2021: None.

2021/0284 MINUTES OF THE MEETING OF THE PLANNING COMMITTEE HELD ON 21<sup>ST</sup> JUNE 2021: As these had not been listed correctly on the agenda, it was agreed that they be postponed.

2021/0285 MINUTES OF THE EMPLOYMENT COMMITTEE HELD ON 22<sup>ND</sup> JUNE 2021: Cllr. Sedgewick, proposed that these be deferred so that they could be approved at the same time as the related policy documents. Cllr. Holt seconded the proposal. Agreed.

2021/0286 PLANNING COMMITTEE REVISED TERMS OF REFERENCE: Cllr. Farrow said that she did not want the Clerk's position exposed so felt that the phrase "where possible" should be removed. Following discussion, Cllr. Farrow proposed that these revised terms be approved subjected to that removal, Cllr. Sedgewick seconded the proposal. Carried.

2021/0287 OPERATIONS COMMITTEE REVISED TERMS OF REFERENCE: Cllr. Farrow, seconded by Cllr. Walden, proposed that these be re-drafted to show the change of nomenclature to Strategy and Finance Committee, the removal of the reference to May 2021 and the removal of the words "where possible" and represented in July.

2021/0288 MATTERS OF URGENCY – TRACTOR INSURANCE RENEWAL: The

Deputy Clerk told Councillors that the Tractor insurance was due for renewal prior to the next Town Council meeting. Cllr. Walden asked whether it was best value to pay the optional Legal Fees charge. Cllr. Holt asked for confirmation that this covered both vehicles and was told that it did. Cllr. Walden, seconded by Cllr. Holt, proposed that the quote for £475.76 be accepted. Agreed

2021/0289 MATTERS OF URGENCY – BENCHES ON MINSTER GREEN: Cllr. Farrow said that she had received a request from Totally Locally saying that they needed to evidence consultation with and support from the Town Council in order to access funding for such benches and have the benches in place for the start of the school holidays. Following discussion, it was agreed that Cllr. Farrow would ask Totally Locally for a firm proposal of what is intended and confirmation that relevant permissions have been agreed with the Parochial Church Council

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

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