

Axminster Town Council

Office Hours
Monday, Wednesday, Thursday
10am – 12 noon

Mayor: Cllr Jill Farrow
Town Clerk: Paul Hayward

www.axminstertowncouncil.gov.uk



THE GUILDHALL
WEST STREET
AXMINSTER
DEVON
EX13 5NX

Tel. 01297 32088

Email: Clerk@axminstertowncouncil.gov.uk

Axminster Town Council: Minutes of the meeting of the Strategy & Finance Committee.

DRAFT MINUTES – YET TO BE APPROVED; Part ONE Minutes (Redacted)

Held in person on Monday 27th June 2022. Meeting started at 8.20 p.m.

Present: Cllrs. Farrow (JF) (Chair), Sedgewick (AS) (Vice-Chair), Birnie (SBi.), Bourne (ABo.), Brooker (A) (ABr.), Burrough (KB), Leat (SL) and Walden (JW).

(Meeting was declared as quorate).

Town Clerk, Paul Hayward. Council Administrator.

One member of the public in attendance.

Chair welcomed all in attendance.

Chair highlighted the building fire precautions and alerted those present to the fire exits.

Public Forum session.

No public representations. Chair closed the Public Forum session at 8.25pm

SF 22/078

To note members of committee present:

Attendance at meeting shown above.

SF 22/079

To note and, if thought fit, to approve apologies for absence and reasons therefore:

Cllr. Holt. Absence and reason (conflicting engagement) noted and apology/reason approved.

Cllr. Spurway. Absence and reason (conflicting engagement) noted and apology/reason approved.

Proposed by Chair, seconded by SL, that these apologies for absence be approved and absences noted. Resolved unanimously.

SF 22/080

To note members of committee not otherwise present and to receive any other apologies for absence:

None.

Continued overleaf.

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SF 22/081

To receive any declarations of interest from members of the committee in relation to items of business on this agenda and to note any dispensations previously afforded:

A declaration at this point does not preclude the need for members to declare any additional interests that may arise during this meeting.

Councillors represented the Guildhall Management Committee declared their personal interests.

At the FULL Council meeting held 14/02/2022, Cllr. Farrow was afforded a dispensation* to discuss and vote upon matters pertaining to parish allotments. This dispensation applies until May 2023 (unless rescinded prior to that date) and is afforded in respect of Cllr. Farrow's disclosable pecuniary interests as set out in the Register of Members Interests.

* *Localism Act 2011 (s.33)*

It was proposed by JW, seconded by KB, that dispensations be afforded to Cllrs. Farrow and Leat to discuss, and vote upon, Guildhall matters (in light of their "affects" Non-Registrable Interests relating to the Guildhall) until May 2023. Resolved 6 votes for, 0 against and 2 abstentions (JF and KB).

It was also noted that SBi. and AS declared Other Registrable Interests in light of their roles as Trustees of the Guildhall Management Committee.

SF 22/082

To consider and, if thought fit, to approve the minutes of the S&FComm. meeting held on 30th May 2022 and to consider any matters arising from those minutes:

Approval of minutes proposed by Chair, seconded by JW. Resolved unanimously.

No matters arising. Chair signed the minutes as a true and accurate record of that meeting.

SF 22/083

To consider any matters listed on this agenda that Councillors consider should be dealt with as confidential business as per the provisions of The Public Bodies (Admission to meetings) Act 1960: None raised by committee members.

Continued overleaf.

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SF22/084 Business to be considered:

To consider proposal to contribute towards GWR Axminster station promotion expenditure; committee to agree upon design and costs of publicity.

Cllr. Sedgewick to speak on this matter.

Clerk confirmed that Council had powers under S144 of the Local Government Act 1972 to incur expenditure for the promotion of tourism in the Town Council's area.

Sarah Jackson was invited to participate in the debate by the Chair.

Subsequently, it was proposed by the Chair, seconded by JW, that Council expend up to £600 on promotional material (bunting) [design option ONE] to boost tourism in Axminster in relation to the proposed station event on the 22nd July. Resolved unanimously.

Furthermore, it was proposed by Chair, seconded by SBi., that the purchase of said materials be duly delegated to the Clerk with an option to seek further delegated authority as per Council's Financial Regulations if costs rise above £600. Resolved unanimously.

Clerk: Please note and action accordingly.

SF22/085

To consider any matters considered as urgent by presiding Chair for discussion or notation only.

Chair notified committee that she had approved expenditure under S.137 of the LGA1972 (from her Mayoral allowance * previously budgeted) of £60 to Axminster Repair Café (to cover an event rental charge) in recognition of their recent repairs to the Mayoral Robes. Noted. Chair wished to minute her thanks for the exceptional quality of the repair and the care and diligence exercised by the Repair Café volunteers on these Town Council Regalia items.

** Also, sections 15 and 34 of the LGA1972 apply.*

SF 22/086

AS 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. Chair seconded the proposal. Resolved.

Part ONE recording was stopped at this point and the meeting moved into Part TWO (Confidential) session whereupon recording was resumed.

Continued overleaf.

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Mary Darlow was invited to join the Part Two session in her capacity as Chair of the Guildhall Management Committee. Chair proposed suspension of Council's Standing Orders to enable this participation. Seconded AS. Resolved unanimously.

SF 22/087 (IC)

To consider matters pertaining to Axminster Guildhall building works; to receive report from Town Clerk on quotes received for works (and preparatory measures) in light of recent surveys undertaken on the building relating to stage lighting, electrical safety and structural integrity.

This matter is deemed confidential as it both pertains to financial information considered commercially sensitive.

After lengthy discussion, it was proposed by Chair, seconded by JW, that AS, the Clerk and the Chair of the GMC be delegated to meet as a working party group as a matter of urgency to talk through the proposals, the report content and to discuss the practical solutions that were possible and then report back to FULL Council as soon as possible to present their recommendations and costings. It was also suggested that GMC Trustees meet independently to discuss the same matters. Resolved unanimously.

Clerk advised that this matter could be added to the next FULL meeting of the Town Council on 11th July 2022 (as a Part Two item due to the commercially sensitive nature of the business). Noted.

SF22/088 (IC)

To consider two grant applications from Community groups for financial grant assistance.

This matter is deemed confidential as it both pertains to 3rd parties and also relates to financial information considered commercially sensitive.

i) Application from Axminster Netball Club. £610.

It was proposed by JW, seconded by SBi, that this grant be awarded. Resolved unanimously.

Clerk: Please convey this decision to the Club Treasurer accordingly.

Continued overleaf.

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SF22/088 (IC)

To consider two grant applications from Community groups for financial grant assistance (continued).

This matter is deemed confidential as it both pertains to 3rd parties and also relates to financial information considered commercially sensitive.

ii) Application from Waffle Community Gardening Group. £4400
After further consideration of this (increased) grant application, it was proposed by Chair, seconded by JW, that the application be declined for the reasons below:

Axminster Town Council regret that it is unable to award this grant as the purpose of the expenditure proposed is unclear and no details have been provided as to where the equipment (to be purchased) will be stored, how it will be insured, transported and maintained"

Resolved unanimously.

With no further business to attend to, the Chair closed the meeting at 9.20pm.

Signed Date 25th July 2022

Minutes of the meeting of the Strategy & Finance Committee.

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