

## AXMINSTER TOWN COUNCIL

### MINUTES OF THE MEETING OF THE OLD COURTHOUSE COMMITTEE HELD IN THE MAIN HALL AT THE GUILDHALL ON MONDAY 22<sup>ND</sup> MAY 2017 AT 5.00 P.M.

1. PRESENT: Cllrs. G.S. Godbeer (Chairman), A.T. Moulding, Cllr. Young and the Town Clerk. No members of the press or public.

2. ELECTION OF OFFICERS: Resolved that the following be elected, duly proposed and seconded, - Cllr. Godbeer (Chairman) and Cllr. Hayward (Vice-chairman)

CLLR. MOULDING DECLARED A PERSONAL INTEREST AS BEING A MEMBER OF THE FOLLOWING ORGANISATIONS:

ARC BEREAVEMENT, AXMINSTER AND DISTRICT HOSPISCARE, AXMINSTER HERITAGE LTD., AXMINSTER HOSPITAL LEAGUE OF FRIENDS, AXMINSTER MUSICAL THEATRE, AXMINSTER PATIENTS PARTICIPATION GROUP, AXMINSTER REGENERATION PROGRAMME BOARD, AXMINSTER TOWN CRICKET CLUB, CLOAKHAM LAWN SPORTS CENTRE, CLOAKHAM LAWN SPORTS CENTRE LTD., CLOWANCE CHARITABLE TRUST, FRIENDS OF AXMINSTER CHURCH, LYME REGIS GOLF CLUB, TONY COLES CHARITABLE TRUST, VIRTUE AND HONOUR LODGE NO 494, CONSERVATIVE PARTY, CONSERVATIVE CLUB, EAST DEVON CONSERVATIVE GROUP, DEVON COUNTY CONSERVATIVE GROUP, MEMBER OF THE CONSERVATIVE COUNCILLORS' ASSOCIATION.

2. APOLOGIES : Cllrs. P.G. Hayward (Vice-chairman), D.R.H. Hull and L.A..Rowe.

3. MINUTES OF THE MEETING HELD ON 6<sup>TH</sup> MARCH 2017 : the minutes of the meeting held on 6<sup>TH</sup> March 2017, having been approved and adopted by the Town Council were signed by the Chairman.

4. PUBLIC FORUM: None.

5. MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 6<sup>TH</sup> MARCH 2017 NOT COVERED BY AGENDA ITEMS: None.

#### 6. GARDEN MATTERS

a) Ivy – the Town Clerk will check the situation regarding the boundary with Rest Harrow car park.

b) Programme of works – if necessary, the town handyman will assist with this.

CLLR. WALDEN ARRIVED AT THIS POINT

c) Water Feature – an offer had been made to install a water feature in the garden. It was resolved that this be accepted and the donors will be advised that the preferred location will be in the Dyers' Garden. A letter will be sent to the donors.

It was agreed that the following policy would be applied in relation to proposed donations: that any donation must first be submitted to the Committee for consideration. Any donation which has not been submitted for prior consideration will be removed.

#### 7. MAINTENANCE MATTERS:

a) Roof and Guttering – the Town Clerk will check that this work has been completed prior to the Autumn and the holes in the gable end by the Arts Cafe are stopped up.

b) Other Exterior Works – the Surveyor had made a site visit and would be preparing a specification for the works needed to the rear wall. Quotes will be sought to repair and paint the soffits at the front of the building once the Chairman and Town Clerk have made a site visit.

c) Senior Citizens' Centre – the Town Clerk will enquire whether any work has been done on the dip in the floor.

d) Axminster Arts Cafe – the Surveyor's report regarding the proposed awning is awaited.

e) Tourist Information Centre – this had become vacant since the end of March. One expression of interest had been received but it was unlikely that this could be progressed in the immediate future. In the meantime the Town Council could make use of the area as an additional meeting room and/or for storage.

f) Devon County Council Office – this room had become vacant. It was agreed that it be let to Axminster Arts for a specified rent.

g) Former Museum Area – the Constable's Rooms had been let to a commercial tenant. A request had been received from a private individual (CLLR. GODBEER DECLARED A PERSONAL INTEREST AS KNOWING THIS PERSON SOCIALLY) to use the remainder of the area for storage for a six month period for an agreed sum.

The Town Handyman is emptying the dehumidifier on a regular basis. The works to the smoke detectors had been completed. The lighting on the stairs had still to be done.

8. FIRE RISK ASSESSMENT: the Town Clerk had completed this but it will need to be adjusted to reflect subsequent changes in tenancies. Cllr. Godbeer suggested that a supplementary map with the spaces numbered would give greater long-term clarity as it would not need to be changed when tenants changed.

9. MATTERS OF URGENCY: None.

Cllr. Young 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. Agreed

10. LEASES: the Town Clerk will prepare a letter of understanding in relation to the use of the Museum Area for storage and liaise with the Town Council's solicitors regarding updating of leases with existing tenants.

11. QUOTES FOR MAINTENANCE WORKS: the Town Clerk will liaise with the Consultant Surveyor regarding any specifications

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