

MINUTES OF A MEETING OF THE AXMINSTER TOWN COUNCIL

Held at the Guildhall, on Monday 11th June 2018 at 7.30 p.m.

Present: Town Mayor: Cllr. J.W. Walden
Deputy Mayor Cllr. A.L. Young
Councillors: A.E. Bourner, S. E. Clarke, C. A. Doherty, P.G. Hayward,
D.R.H. Hull, M. Mynard, L.A. Rowe,
A.J.E. Seward, Mrs. S.R. Spiller and B.R. Watson.

The Town Clerk (Miss H. Kirkcaldie) and the Deputy Town Clerk (Mrs. Z. Adamson-Drage).
Cty. and Dist. Cllr. Hall was in attendance.

5 Members of the public. 0 representative of the Press. 0 representative of the Devon and
Cornwall Police.

2018/0194 APOLOGIES: Cllrs. G. Alderson, Mrs. S.L.N. Leat, D.J. Moore, and Dist. Cllr.
Moulding.

2018/0195 DECLARATIONS OF INTERESTS:

CLLRS. DOHERTY, HAYWARD, HULL AND WATSON ALL DECLARED PERSONAL
INTERESTS AS BEING MEMBERS OF THE AXMINSTER GUILDHALL
MANAGEMENT COMMITTEE IN RESPECT OF ANY ITEMS RELATING TO
THE GUILDHALL. CLLR. MRS. SPILLER IS NO LONGER A MEMBER OF
THE COMMITTEE BUT REMAINS A CHEQUE SIGNATORY PENDING A
PROPOSED CHANGE IN BANKING ARRANGEMENTS.

CLLR. YOUNG, IN HER CAPACITY AS GUILDHALL MANAGER FOR WHICH SHE
DECLARES A PECUNIARY INTEREST, HAS A DISPENSATION TO SPEAK
ON MATTERS RELATING TO THE GUILDHALL PROVIDED THE
PECUNIARY INTEREST IS NOT OF OVER-RIDING SIGNIFICANCE

CLLRS. HULL AND WALDEN EACH DECLARED A PERSONAL INTEREST AS
BEING A MEMBER OF AXMINSTER COMMUNITY ENTERPRISE.

CLLR. WALDEN DECLARED A PERSONAL INTEREST AS BEING 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.

CLLR. HAYWARD DECLARED A PECUNIARY INTEREST AS CLERK TO ALL
SAINTS, CHARDSTOCK, TATWORTH AND NEWTON POPLEFORD PARISH
COUNCILS AND IN RESPECT OF HAVING A SPOUSE WORKING WITHIN
THE NATIONAL HEALTH SERVICE (IN RESPECT OF WHICH LAST HE HAS
A DISPENSATION TO SPEAK)

CLLR. HULL DECLARED AN INTEREST AS BEING A GOVERNOR OF THE ROYAL

DEVON AND EXETER HOSPITAL.

2018/0196 MEMBERSHIP OF COMMITTEES AND OUTSIDE ORGANISATIONS:

confirmation had been received from Cllrs. Seward and Bourner that they were willing to join those committees for which she had been nominated in absentia. In addition, Cllr. Hull had expressed a wish to join the Pippins Committee and this was agreed.

2018/0197 MINUTES OF MEETING HELD ON 14th MAY 2018: item 2018/0179 having been corrected to show that Cllr. Walden and not Cllr. Hayward would make enquiries regarding the police cadets, Cllr. Walden, seconded by Cllr. Mynard, proposed that these be approved and adopted. Agreed.

2018/0198 REPORTS RECEIVED – POLICE: Cllr. Walden had been in contact with the police regarding drug-related public order problems. No members of the force were available to attend the meeting but matters raised will be reported back to them. Cllr. Walden stressed the importance of members of the public reporting drug related activity to the police directly.

2018/0199 COUNTY COUNCILLOR'S REPORT: Cllr. Hall declared an interest as Chairman of Cloakham Lawn Sport Centre and Skate Park Committee. He reported that numerous highway related issues had been raised by residents despite the better weather and admitted that the Highway Team was still catching up after the very difficult winter. In response to a question from the Town Mayor, he explained that re-surfacing work on the A358 by the George Hotel had been postponed as it was hoped to find a more robust material for this particular spot.

2018/0200 DISTRICT COUNCILLORS' REPORTS: Cllr. Hall commended the recent launch of the Millwy Memories community project. There had been a public meeting regarding the proposed skate park and he had attended the Local Action Group meeting.

Cllr. Hall asked that all District Councillors include in their next reports, updates on the Greater Exeter Strategic Plan; an explanation for East Devon District Council's rejection of a Jurassic National Park and an update on what progress, if any, had been made in assessing the viability of the development a Cloakham in terms of delivery of affordable housing.

Cllr. Moulding's list of activities as Chairman of East Devon District Council had been circulated.

Cllr. Hull hoped that the activities of the District Council would be more open under the new leader. He suggested that the leader be invited to attend a Town Council meeting.

2018/0201 TOWN MAYOR'S ANNOUNCEMENTS: there is a proposed road closure on Fourcross Hill in the first week in June to enable highway drainage improvements. Parts of Sector Lane will be closed in September

He paid public tribute to the work undertaken by Mr. B. Ball and his team of helpers in re-planting all the beds on the Minster Green and the various troughs and tubs around the town centre as volunteers and then, with the assistance of ex-Councillor Jeffery, in watering them throughout the summer to ensure that they remain fresh.

2018/0202 TOWN MAYOR'S ENAGEMENTS: the Town Mayor had undertaken the

following engagements:

Attended the opening of the refurbished North Street Play Area

2018/0202 TOWN FORUM – OLD COURTHOUSE GARDEN: A resident re-iterated the importance of keeping up public awareness of the existence of this public open space. She felt that notices displayed by the cafe were overwhelming those for the garden and felt that the gates were being over loaded by notices. Cllr. Walden responded that a dementia-friendly sign was being prepared. Cllr. Hayward added that consideration was being given to the

2018/0203 TOWN FORUM – PARKING IN AUCTION PLACE: a member of the public requested that parking with limited waiting be introduced in this street as it was being used by people for parking their cars for months at a time. The Town Mayor said that it would be considered at the next Traffic Management Committee and asked that Cty. Cllr. Hall raise it at the next Highways and Traffic Orders Committee meeting at Devon County Council.

2018/0204 TOWN FORUM – VERGE CUTTING POLICY: a member of the public sought clarification of the verge cutting policy. Cllr Walden said that this would be discussed later in the meeting. Some areas are partially cut at present and others not cut at all. Policy may vary according to ownership.

2018/0205 TOWN FORUM - SPEEDING IN NORTH STREET: a resident raised his concerns regarding speeding and requested that speed bumps be installed. The Town Mayor replied that these are not favoured by the Highway Authority on grounds of noise issues. He said that more innovative ways of resolving this problem were needed.

2018/0206 TOWN FORUM – DRUG RELATED ISSUES: The following points were raised:

Axminster has acquired the soubriquet “smackminster”.

It appears that the police cannot be bothered – witness their failure to attend this meeting

The Town Council does not have any powers.

Members of the public should report incidents to the police.

Members of the public are reporting matters to the police but this is not being reflected in the police response.

That people taking the drugs get a better service than those who feel affected by their activities.

That in some cases the police do respond very quickly if members of the public are feeling threatened.

That young children are endangered by the fact that drug paraphernalia is littered around the town and it is difficult to find the language to explain what is happening to a six year old child.

It was essential that all incidents are reported so that the volume of the problem can be logged.

The Town Council has no powers to take action and the public should not take matters into their own hands either.

That the number of front line police has fallen and their policing priorities have been changed in an era when there is cyber crime.

That there are services in place in Axminster for those who are prepared to engage.

That the building of additional houses in Axminster will make the town more attractive to those selling drugs and exacerbate the problem.

That a public meeting at which both the police responsible for the area and the local Member of Parliament are present.

There are abandoned cars on private land about which the police will not take action.

Cllr. Hall urged residents to take more individual responsibility for reporting things.

2018/0207 TOWN FORUM – SIGNAGE: many of the finger posts are out of date and misaligned. Cllr. Walden said that this is being investigated and corrective action will be taken.

2018/0208 TOWN FORUM – DERELICT LAND BY WEST STREET CAR PARK: in response to a question, Cllr. Walden said that this was being monitored by the District Council who had been in contact with the owners. If the owners did not take the required actions then the District Council would do the work and re-charge it to the owner.

2018/0209 TOWN FORUM – SECTION 106 MONEYS: in response to a question, the Town Mayor said that in due course the District Council would be advertising for sport and leisure schemes to be submitted which, if they met the required criteria, would then be presented to the public and a vote would take place to see which schemes were most popular with the public.

Many members of the public left at this point.

2018/0210 MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 14TH MAY 2018: none.

2018/0211 MATTERS OF URGENCY – QUOTES FOR WORKS TO CENTRAL HEATING BOILERS: Cllr. Hayward proposed that these be referred into Committee. Agreed.

2018/0212 MATTERS OF URGENCY – ADDITIONAL QUOTE FOR STRUCTURAL INFORMATION: it was resolved, proposed Cllr. Hayward, seconded Cllr. Young, that the property consultant be asked to extend the remit of the work of the structural engineer to include advice on the capability of the roof trusses to support photovoltaic panels should the Town Council wish to consider that option in the future.

2018/0213 MATTERS OF URGENCY – JUBILEE FIELD: Cllr. Seward said that she had asked the Town Clerk to send a letter to the Chief Executive of East Devon District Council regarding the failure of the developer to meet its responsibilities in respect of the play area in Jubilee Field and a response is awaited.

2018/0214 MINUTES OF PLANNING COMMITTEE MEETING HELD ON 14th MAY 2018: Cllr. Hayward seconded by Cllr. Doherty, proposed that these be approved and adopted. Agreed.

2018/0215 MATTERS ARISING FROM THE MINUTES OF THE MEETING OF THE PLANNING COMMITTEE HELD ON 14th MAY 2018: None.

2018/0216 MINUTES OF TRAFFIC MANAGEMENT COMMITTEE MEETING HELD ON 21ST MAY 2018: Cllr. Young, seconded by Cllr. Hull, proposed that these be approved and adopted. Agreed.

2018/0217 MATTERS ARISING FROM THE MINUTES OF THE MEETING OF THE TRAFFIC MANAGEMENT COMMITTEE HELD ON 21ST MAY 2018: arising from item 9c, it was agreed that Cllr. Hayward would collect 10 tubs of dressing from Honiton depot on behalf of the Town Council.

2018/0218 MINUTES OF THE MEETING OF OLD COURTHOUSE COMMITTEE DATED 21ST MAY 2018: Cllr. Hayward, seconded by Cllr. Young, proposed that these be approved and adopted. Agreed.

2018/0219 MATTERS ARISING FROM THE MINUTES OF THE OLD COURTHOUSE COMMITTEE MEETING HELD ON 21ST MAY 2018: none.

2018/0220 MINUTES OF THE MEETING OF THE BUILDINGS AND FINANCE COMMITTEE DATED 21ST MAY 2018: Cllr. Walden, seconded by Cllr. Young, proposed that these be approved and adopted. Agreed.

2018/0221 MATTERS ARISING FROM THE MINUTES OF THE BUILDINGS AND FINANCE COMMITTEE DATED 21ST MAY 2018: None.

2018/0222 MINUTES OF THE PIPPINS COMMITTEE HELD ON 4TH JUNE 2018: Cllr. Walden, seconded by Cllr. Seward, proposed that these minutes be approved and adopted. Agreed.

2018/0223 MATTERS ARISING FROM THE MINUTES OF THE PIPPINS COMMITTEE DATED 4th JUNE 2018: None.

2018/0224 FINANCIAL MATTERS – MAY PAYMENTS TO BE APPROVED:

Cllr. Walden, seconded by Cllr. Young, proposed that the payments be approved. Agreed.

2018/0225 FINANCIAL MATTERS – BANK RECONCILIATION FOR APRIL: proposed Cllr. Walden, seconded Cllr.Seward that this be signed by the Town Mayor. Agreed.

2018/0226 FINANCIAL MATTERS – TO REPORT MATTERS APPROVED BY TOWN MAYOR OR COMMITTEE CHAIRMEN: the following actions were presented and approved: (proposed Cllr. Walden, seconded Cllr. Young)
a) Measures to reduce levels of dog fouling – following prior agreement by the Town Council, Cllr. Walden reported that the bag dispenser had been installed at the

Weycroft end of the Stop Line Way.

2018/0227 FINANCIAL MATTERS - PARISHES TOGETHER FUNDING: Cllr. Hayward said that there was little point in convening a meeting of parishes until the new arrangements had been clarified.

2018/0228 FINANCIAL MATTERS – INTERNAL AUDITOR’S REPORT:

CLLR. ROWE DECLARED A PECUNIARY INTEREST AS BEING AN EMPLOYEE OF THE FIRM WHICH CONDUCTS THE INTERNAL AUDIT (THOUGH NOT IN THE DEPARTMENT THAT DEALS WITH THE INTERNAL AUDIT) AND LEFT THE CHAMBER FOR THIS ITEM.

Cllr. Walden, seconded by Cllr. Young, proposed that the internal auditor’s report be noted, approved and adopted. Agreed

2018/0229 FINANCIAL MATTERS - ANNUAL RETURN FORM – SECTION 1 – ANNUAL GOVERNANCE STATEMENT: resolved, proposed Cllr. Hayward, seconded Cllr. Young, that this be completed with positive response to all sections bar Section 4.

2018/0230 FINANCIAL MATTERS – ANNUAL RETURN FORM – SECTION 2 – ACCOUNTING STATEMENT: there was still some work needed to complete this. Resolved, proposed Cllr. Walden, seconded Cllr. Young, that an extra-ordinary meeting be called on 25th June to consider this section of the return.

2018/0231 FINANCIAL MATTERS – PROGRESS AGAINST BUDGET FOR END OF LAST FINANCIAL YEAR: resolved that this be deferred to the next meeting.

2018/0232 FINANCIAL MATTERS - RESPONSIBLE FINANCIAL OFFICER’S REPORT: Mrs. Adamson-Drage said that she had been in negotiations regarding the broadband and telephone contracts. Progress was continuing towards switching the bank accounts.

2018/0233 IMPACT OF INTRODUCTION OF GENERAL DATA PROTECTION REGULATIONS: the following draft documents had been circulated for consideration:-

- Subject Access Request
- General Privacy Notice
- Staff/councillors’/role holders’ Privacy Notice
- General Consent Form.
- Councillor’s Consent Form.

Cllr. Walden, seconded by Cllr. Bournier, proposed that these be approved and adopted en bloc. Agreed.

2018/0234 IMPACT OF GENERAL DATA PROTECTION REGULATIONS: Mrs. Adamson-Drage reported the costs of the following services - the provision of a website password access page at a one-off cost of £75 and councillor email addresses, at £18 per address per year. Resolved, proposed Cllr Young, seconded Cllr. Seward, that both these costs be approved. 2 members voted against and one abstained.

CLLR. SEWARD LEFT THE MEETING AT THIS POINT.

2018/0235 GRASS MAINTENANCE IN AXMINSTER PARISH: Cllr. Hayward said that public expectation was that the verges within the town be kept cut. Some cutting is carried out by the District Council and the County Council will undertake one cut of visibility splays during the year. The Town Council had opted not to undertake any urban verge cutting this year because of the burden this would put on the time of the Handyman.

Cllr. Hayward proposed that the areas to be cut be identified and mapped, that a specification be drawn up and the work be put out to tender. Once the budget implications were known it would be up to the Town Council to decide how to proceed.

Cllr. Hull seconded the proposal. Carried.

Cllrs. Bourner and Mynard will work with Cllr. Hayward to prepare the specification and accompanying map. Cllr. Hull requested that the Minster Green be included as a separate item so that the grass would be picked up after cutting and an arrangement reached with the District Council which cuts the grass at present.

2018/0236 DOG BIN PROVISION AT MILLWEY RISE: in response to a request from a member of the public for additional provision of dog bins within Millwey Rise, members were reluctant to support this as provision was felt to be adequate and that the problem of dog-fouling arose from reluctance of some owners to carry their bags until they reached the bins provided.

IT WAS RESOLVED, PROPOSED CLLR. WALDEN, SECONDED CLLR. WATSON, THAT AGENDA ITEMS 15, 16 AND 17 BE DEFERRED TO THE JULY MEETING. AGREED.

2018/0237 NEIGHBOURHOOD PLAN UPDATE: there was nothing new to report.

2018/0238 CORRESPONDENCE:

- a. Letters Received
 - i. Axe Valley Ring and Ride – acknowledgement of grant.
- b. Meetings – East Devon L.A.G. 19th July, Colyton
- c. Reports Received - the following reports are available for consultation in the office:
 - i. East Devon L.A.G. Minutes
 - ii. The Project newsletter
 - iii. Police Commissioner’s news letter
 - iv.

The Deputy Mayor 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.

2018/0239 UPDATE ON STAFFING MATTERS: The Town Clerk highlighted the fact that it would be prudent to increase the hours of any new administrative assistant to cover booking works being undertaken by volunteers at present.

2018/0240 QUOTATIONS RECEIVED – GUILDHALL CENTRAL HEATING BOILER: resolved, proposed Cllr. Walden, seconded Cllr. Hull, that the quote from a local contractor to undertake work on the flue for the sum of £352 be accepted. Agreed.

Signed Date.....

