

AXMINSTER TOWN COUNCIL

MINUTES OF A MEETING OF THE BUILDINGS AND FINANCE COMMITTEE HELD AT 6.00 p.m. ON MONDAY, 26th MARCH 2018 AT AXMINSTER GUILDHALL.

1. PRESENT: Cllr. J.W. Walden, (Town Mayor), Cllr. A.L.Young (Deputy Mayor), Cllr. Mrs. S.L.N. Leat, Cllr. L.A. Rowe, the Town Clerk and the Deputy Town Clerk. 0 member of the public , 0 representative of the press.

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

CLLR. LEAT DECLARED A PERSONAL INTEREST AS BEING A MEMBER OF AXMINSTER GUILDHALL MANAGEMENT COMMITTEE

CLLRS. WALDEN EACH DECLARED A PERSONAL INTEREST AS BEING MEMBERS OF AXMINSTER COMMUNITY ENTERPRISE.

CLLR. WALDEN DECLARED A PERSONAL INTEREST AS BEING CHAIRMAN OF THE GOVERNORS OF AXE VALLEY ACADEMY

2. APOLOGIES: Cllr. P.G. Hayward and Cllr. D.R.H. Hull.

3. MINUTES OF PREVIOUS MEETING AND MATTERS ARISING: These were signed by the Chairman. Referring to minute 5.i, the Town Clerk said that no further quotes for carpeting or fitting thereof had been obtained to date. Following discussion of item 6.iii, Cllr. Walden, seconded by Cllr. Young, proposed that a local contractor be asked to service the electronic entry system at Pippins. Agreed.

4. PUBLIC FORUM:- None.

5. STATEMENT OF RESERVES: the statement of reserves and earmarked funds circulated by the Deputy Town Clerk was noted.

Cllr. Walden proposed that any unallocated moneys in the present budget for Town Buildings and Town Improvement become earmarked funds at the end of the current year. Agreed.

Cllr. Mrs. Leat said that she thought that funds had been earmarked for replacement of the acoustic clouds. Cllr. Walden replied that it had been agreed that these be funded from reserves. The Town Clerk will clarify whether the additional charge was solely for provision of a scaffold tower and its transport or whether it was the entire installation cost. Cllr. Young confirmed that details had been provided, as requested, regarding the moth-proofing for the proposed clouds.

6. PROPERTY RELATED MATTERS – GUILDHALL:

- i. The Town Clerk reported that she had arranged a meeting with the Property Consultants to discuss a comprehensive approach to carrying out various works needed at the Guildhall including replacing the ceiling, works to stage lighting and curtains, electrical works, re-carpeting and other matters.
- ii. Portable appliance tests had been arranged for the Guildhall and Cemetery. It was resolved that Pippins and the Old Courthouse be done at the same time and that the tenants be notified of the date and instructed to ensure that all equipment that they might use in the building at any time during the year was on site so that it could be inspected as this was a

prudent safety precaution. Tenants will be advised in the same letter that they should not allow any unmarked or untested equipment to be brought into the premises.

7. PROPERTY RELATED MATTERS – PIPPINS:

- i. Builders had been approached to obtain detailed quotes for the works specified in the Building Survey.
- ii. Devon County Council is sending out an officer to review the damage being done to the car park surface by the tree roots.

8. PROPERTY RELATED MATTERS – OLD COURTHOUSE;

- i. Water Heater for Washroom – proposed Cllr. Walden, seconded Cllr. Young, and agreed that a quote for £505.69 plus V.A.T..to install an under sink water heater be accepted.
- ii. Defective glazing units - proposed Cllr. Walden, seconded Cllr. Mrs. Leat, and agreed that a quote for £362.65 plus V.A.T..to replace four defective double glazed windows be accepted.
- iii. Electricity Sub Meters – resolved that further quotes for this work be sought.
- iv. Former Tourist Information Office – the Town Clerk will contact those who have expressed an interest and ask them to provide a detailed written proposal.
- v. Former Devon County Council Office – this is now part of the Arts Cafe. Proposed Cllr. Walden, seconded Cllr. Rowe, and agreed that a quote for £274.42 plus V.A.T. wire the electricity circuit to that of the Arts Cafe be accepted.

9. PROPERTY RELATED MATTERS – CEMETERY: Nothing to report.

10. PROPERTY RELATED MATTERS – ALLOTMENTS: Councillors were advised that the Allotment Association was balloting all allotment holders regarding the possibility of devolving management of the allotment sites to them. Once the outcome of the ballot is known it will be up to the Town Council to take a view on the matter.

11. BANKING ARRANGEMENTS: The Deputy Town Clerk reported that efforts were being made to make sure that former Councillors were removed from the accounts and that she was added on prior to any change of bank being made. Once the change is made, new signatories will be added.

12. GRANT APPLICATIONS: those that have not applied will be reminded that they need to apply. Cllr. Walden, seconded by Cllr. Young proposed that the £500 limit on the amount requested by removed. Agreed, on the basis that it gave Councillors greater freedom to give more to a cause that they felt merited it but the option to give a lesser sum than requested was always there.

13. MATTERS OF URGENCY: None.

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.

IN THE ABSENCE OF THE PUBLIC, QUOTES FOR WORK HAD BEEN DISCUSSED AS PART OF THE MAIN BODY OF BUSINESS.

Signed Date

