

MINUTES OF THE VIRTUAL MEETING OF THE AXMINSTER TOWN COUNCIL

Held on Monday 10th August 2020 at 7.00 p.m.
Under Regulation 78 of the Coronavirus Act 2020

Present:

Town Mayor: Cllr. A.L. Young

Deputy Town Mayor: Cllr. Ms. J.J. Farrow

Councillors: M.N. Adamson-Drage, C.A. Doherty, M. Featherstone,
Mrs. S.L.N. Leat, M. Mynard, J.W. Walden

The Town Clerk (Miss H. Kirkcaldie), Deputy Town Clerk (Mrs. Z. Adamson-Drage) and
Administrative Assistant (Mrs. S. Gay).

In attendance: Dist. Cllrs. S. Jackson and A.T.Moulding.

3 Members of the public. 0 representative of the Press.

2020/0240 APOLOGIES: Cllrs. D.J. Moore, Mrs. A. G. Sedgewick and M.D.G. Spurway
and Cty./Dist. Cllr. I.H. Hall and S. Jackson. Cllr. Young, seconded by Cllr. Walden,
proposed that the absence of Cllr. Moore on the grounds of ill-health be approved.
Agreed.

2020/0241 NOT PRESENT: Cllrs.: A.E. Bourner.

2020/0242 DECLARATIONS OF INTEREST: CLLRS. DOHERTY, FARROW AND MRS.
LEAT EACH DECLARED PERSONAL INTERESTS AS BEING MEMBERS OF
THE AXMINSTER GUILDHALL MANAGEMENT COMMITTEE IN RESPECT
OF ANY ITEMS RELATING TO THE GUILDHALL.

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. FARROW DECLARED AN INTEREST AS BEING A MEMBER OF AXMINSTER
TWINNING ASSOCIATION AND A GOVERNOR OF AXMINSTER
COMMUNITY PRIMARY ACADEMY AND AS A JOINT TENANT OF A TOWN
COUNCIL ALLOTMENT AT WOODBURY PARK ALLOTMENTS

CLLR. WALDEN 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. ADAMSON-DRAGE DECLARED A PERSONAL INTEREST AS BEING THE

SPOUSE OF THE DEPUTY-CLERK

2020/0243 MINUTES OF MEETING HELD ON 13th JULY 2020: Cllr. Young, seconded by Cllr. Doherty, proposed that the minutes be approved for accuracy. Agreed. Cllr. Young, seconded by Cllr. Doherty, proposed that the minutes be adopted as policy. Agreed.

2020/0244 FINANCIAL MATTERS – APPROVAL OF PAYMENTS FOR JULY:
CLLR. YOUNG DECLARED A PECUNIARY INTEREST AS BEING THE RECIPIENT OF A PAYMENT MADE ON BEHALF OF THE GUILDHALL MANAGEMENT COMMITTEE. AND WAS PLACED IN THE WAITING ROOM FOR THE DURATION OF THIS ITEM OF BUSINESS.

Cllr. Farrow, seconded by Cllr. Doherty, proposed that the payments as listed be adopted. Agreed.

CLLR. YOUNG WAS RE-ADMITTED FROM THE WAITING ROOM.

2020/0245 FINANCIAL MATTERS — RESPONSIBLE FINANCIAL OFFICER’S REPORT: The Deputy Clerk said that she had been working on attaching receipts and payment invoices to the accounts programme. She had added a further signatory to the bank account.

2020/0246 UPDATE ON PROPOSED PURCHASE OF VEHICLE ACTIVATED SIGNAGE: Cllr. Adamson-Drage stated that Devon County Council had different requirements from Dorset in reported that he was awaiting a response to the email he had sent to Devon County Council.

2020/0247 UPDATE ON DISTRICT COUNCIL PROPOSALS FOR RE-OPENING OF TOWN CENTRES: The Town Clerk reported that although there was grant funding available for signage to warn drivers that pedestrians were liable to be walking on the highway it was unlikely that it would be available in time to be of much benefit. The Town Mayor proposed that, once received, she should email the quote for such signage and proceed to place an order if no objections were received. Cllr. Walden seconded the proposal. Carried.

2020/0248 UPDATE ON AXMINSTER COMMUNITY EMERGENCY RESPONSE: Cllr. Young said that one more meeting would be held prior to the hibernation of this group. It stood ready to act again if needed. Consideration will be given to involving them in discussions relating to the Emergency Plan.

2020/0249 SAFER TOWNS INITIATIVE: The Town Mayor said that she was awaiting notification of a meeting.

2020/0250 REPORT ON DOING WHAT MATTERS CONSULTATION: the report received was noted. Cllr. |Leat asked that the problem of constant potholes on Weycroft Bridge and its approaches be added to the list of matters needing investigation. The Lengthsman will be asked to deal with the pot holes in Vale Lane.

2020/0251 TOWN FORUM – REQUEST FOR 30 M.P.H. SIGNS ON CHARD ROAD :
Cllr. Featherstone requested signage on the road surface from Weycroft Bridge into

the Millbrook roundabout to remind drivers of the speed limit, similar to that at Wilmington. Cllr. Walden said that some parishes had paid for small repeater signs on the lamp posts. The Deputy Town Clerk said that she had spoken to the Neighbourhood Highway Officer regarding other signage and been told that there was no budget capacity for additional signs. She felt that the A358 needed rumble strips.

2020/0252 TOWN FORUM – PROPOSED MEMORIAL GARDENS: Cllr. Featherstone asked what progress had been made regarding the proposal that a memorial garden be constructed by the American War Memorial at Millwey. The Town Clerk will look into the matter. Cllr. Walden said that they should be asked to replace the bench there as well as it was in poor condition.

2020/0253 TOWN FORUM – REVISED PLANNING GUIDELINES: Cllr. Walden stated that the fact that it was imperative to complete the Neighbourhood Plan as without it there was an increased risk that the new planning guidelines would give developers carte blanche to develop sites in ways unacceptable to the local community. Cllr. Moulding said that when he had stood down as Chairman of the Neighbourhood Plan it was almost completed. He said that there have been radical changes since then and further work will be needed before it can be put forward. He said that he was happy to remain on the Steering Committee but not to chair it.

Cllr. Young said that when she had attended the last meeting there were facts in the document which needed to be revised. Cllr. Moulding said that there was a list of actions which needed to be done, most of which he had done but some he had not been able to do. It was not known whether that information had been sent to the consultants. The Mayor proposed that the Town Clerk contact the consultant. Agreed.

2020/0254 MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 13th JULY 2020: none.

2020/0255 MATTERS OF URGENCY: None.

2020/0256 MINUTES OF EMPLOYMENT COMMITTEE HELD ON 23RD JUNE 2020: these were deferred to a later date.

2020/0257 PLANNING COMMITTEE MEETING HELD ON 13th JULY 2020: the accuracy of the minutes having been confirmed, Cllr. Mrs. Leat, Chairman of the Committee, proposed, seconded by Cllr. Doherty, that these be approved for accuracy. Agreed. Cllr. Mrs. Leat, seconded by Cllr. Adamson-Drage, proposed that they be adopted as Town Council policy. Agreed.

2020/0258 MATTERS ARISING FROM THE MINUTES OF THE MEETING OF THE PLANNING COMMITTEE HELD ON 13th JULY 2020: None.

2020/0259 MINUTES OF THE BUILDINGS AND FINANCE COMMITTEE MEETING HELD ON 27th JULY 2020: These were deferred.

2020/0260 MINUTES OF PLANNING COMMITTEE MEETING HELD ON 27th JULY 2020: the accuracy of the minutes having been confirmed, Cllr. Mrs. Leat, Chairman of the Committee, proposed, seconded by Cllr. Adamson-Drage, that these be

approved. Agreed. Cllr. Mrs. Leat, seconded by Cllr. Adamson-Drage, proposed that they be adopted as Town Council policy. Agreed.

2020/0261 MATTERS ARISING FROM THE MINUTES OF THE MEETING OF THE PLANNING COMMITTEE HELD ON 27th JULY 2020: None.

2020/0262 OFFICE RE-ARRANGEMENT AND OTHER COVID RELATED MATTERS:
New carpeting had been sourced. A meeting had been arranged with the fitter. Four standing hand sanitisers would be needed for the re-opening of the Guildhall. Gloves, masks and visors will be obtained to ensure that these were available if needed.

2020/0263 CLEANING OF THE STONEMWORK OF THE WAR MEMORIAL: Cllr. Walden said that the quote received for £3500 represented outlay of £35 p.a. over the past 100 years. He urged that the work be undertaken as a mark of respect to those who had made the ultimate sacrifice.

Cllr. Young proposed that the work be done and the money taken from the Town Improvement Fund. Agreed.

2020/0264 CORRESPONDENCE: A resident had suggested that the Jubilee Field might be a suitable site for a garden in memory of the late Cllr. D.R.H. Hull. Cllr. Walden said that he was looking into finding land at Millwey.

Cllr. Farrow 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. Cllr. Walden seconded the proposal. Agreed

2020/0265 QUOTATIONS RECEIVED – PREPARATION OF SPECIFICATION FOR WORKS AT ARTS CAFE: The quote received to undertake this work was considered by some Councillors to be ambiguous. The Town Clerk said that she was confident that the sum indicated was £380. Cllr. Young, seconded by Cllr. Walden, proposed that this be accepted, subjected to the Town Clerk confirming that her interpretation of the quote was correct. Agreed.

2020/0266 QUOTATIONS RECEIVED – INSTALLATION OF SUB-METERS AT OLD COURTHOUSE: Cllr. Young, seconded by Cllr. Featherstone, proposed that the quote from the electrical contractor to undertake this work for £1959 excluding V.A.T. be accepted. Agreed.

2020/0267 QUOTATIONS RECEIVED – INSURANCE RENEWAL: This had only just been received. Cllr. Farrow, seconded by Cllr. Young, proposed that the matter be referred to the Buildings and Finance Committee and power to act delegated to the Mayor and Deputy Mayor. Agreed.

2020/0268 STAFFING MATTERS: None.

2020/0269 TENANCY MATTERS: None.

2020/0269 INSURANCE MATTER: the Town Clerk reported that the Insurance Company had indicated that they would expect the Town Council's vehicles to be serviced by a third party and not by a volunteer.

Signature Date.....