

## AXMINSTER TOWN COUNCIL

**Members of the Operations Committee: Cllr. Walden (Chair); all other members of Council are also effective members of this committee as per resolution of the Council**

The Guildhall,  
Axminster,  
Devon.

21 January 2026

Dear Councillor,

You are hereby summoned to attend a meeting of the Operations Committee which will take place on Monday 26<sup>th</sup> January 2026 **at 7.00 p.m.** at the Axminster Guildhall.

This meeting will be recorded and those recordings will be held for one year by the Town Council.

If members of the public make a representation to the meeting, they will be deemed to have consented to being audio recorded. If you wish to speak during public forum session, please raise your hand and wait to be invited to speak by the Chair.

Members and the public are reminded that **remarks and representations must be addressed through the person chairing the meeting.**

Voting will take place by show of hands and the Chair will indicate that the votes have been noted.

*Members are reminded:*

- a) Of their obligation to **declare the existence and nature of any personal interests** they may have in any items to be considered at this meeting and to **withdraw if it is a pecuniary one.***
- b) That in reaching decisions they should take into consideration the Town Council's decision to reduce its carbon footprint in the light of the **climate/environment emergency.***
- c) To ensure that their discussions include full consideration of the points set out in the Town Council's **risk management** strategy.*

### **Public Forum session (limited to 15 minutes or at Chair's discretion)**

#### **OC26/001**

**To note members of the committee present.**

#### **OC26/002**

**To note and, if thought fit, to approve apologies (and reasons for absence).**

(LGA 1972 S.85 (1))

#### **OC26/003**

**To note members of the committee not otherwise in attendance and to consider any additional apologies for absence.**

#### **OC26/004**

**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.**

*This does not preclude the need for members to declare any additional interests that may arise during the meeting.*

**OC26/005**

To consider and, if thought fit, approve the minutes of the Operations Committee meeting held 15<sup>th</sup> September 2025 and to consider any matters arising *(not included within this agenda as business to be attended to.)*

**OC26/006**

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.  
[\[see agenda item OC26/014\(IC\)\]](#)

**Operations Committee business to be considered:****OC26/007**

To consider matters pertaining to Town Amenity and services and to receive update reports on previous actions/decisions regarding amenities in the town and parish:

- i) Town Centre CCTV.
- ii) Parish Grit Bins.
- iii) Jubilee Field tree planting.
- iv) Jubilee Field drainage.
- v) DCC Community Road Warden Scheme.
- vi) Millwey Rise (additional) play area and ongoing discussions regarding Cloakham Lawns play provision (both S106 funded).

**OC26/008**

To consider matters pertaining to allotments and to receive update reports on previous actions/decisions regarding town allotments:

- i) To consider any matters requiring attention.
- ii) To consider any correspondence from Axminster Allotment Association.

**OC26/009**

To consider matters pertaining to The Guildhall and to receive update reports on previous actions/decisions regarding that building:

**OC26/010**

To consider matters pertaining to the Town Cemetery and to receive update reports on previous actions/decisions regarding the cemetery:

- i) Cemetery Chapel condition and security works.
- ii) Cemetery / grounds-team assets
- iii) Cemetery wall – maintenance and repair works.
- iv) Initial proposals for cemetery interment section ZA and ZZ and funding thereof.

**OC26/011**

**Presiding Chair's Announcements / Matters of Urgency for discussion only to be noted:**

**OC26/012**

**Date of next scheduled meeting(s) for the Operations committee:**

**Next meeting:** 23<sup>rd</sup> March 2026

**Future meetings:** See 2026/27 meeting calendars available online

**OC26/013**

If appropriate, Vice-Chair of Committee to propose 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.

**Matters to be considered in committee session (Part Two):**

**The items of business listed below and any others from this agenda to be agreed upon by members of the committee if and when appropriate (see OC26/006)**

**OC26/014 (IC)**

**To consider a commercially sensitive matter pertaining to the cemetery chapel works.**

*This topic is deemed confidential as it pertains to site security.*

With no further business to be considered, the presiding Chair will draw the meeting to a close.

*Paul Hayward*

Paul Hayward

TOWN CLERK

21<sup>st</sup> January 2026