

AXMINSTER TOWN COUNCIL

Members of the Committee: Cllrs. Farrow (Chair), Willey (Vice-Chair), Bourne, Bridge, Brooker (A), Burrough, Dowdeswell, Hurren, Leat and Walden.

The Guildhall,
Axminster,
Devon.

18 March 2024

Dear Councillors,

You are hereby summoned to attend a meeting of the Strategy & Finance Committee which will take place at the Axminster Guildhall at 7.30 p.m. on Monday 25th March 2024 (to immediately follow the Planning Committee meeting convened for 7pm)

This meeting will be recorded, and 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, please raise your hand and you will be invited to speak by the Chair. Voting will also take place by show of hands and the Chair will indicate the votes have been noted.

Members and the public are reminded that remarks must be addressed through the Chair.

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.

SF24/018

To note members of this committee present:

SF24/019

To receive and, if thought fit, approve apologies for absence (and reasons therefore):

LGA 1972 S.85 (1)

SF24/020

To note members of the committee not otherwise present and to receive any other apologies for absence:

SF24/021

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.

Continued Overleaf

SF24/022

To consider and, if thought fit, to approve the minutes of the Strategy & Finance Committee meeting held 19th February 2024 and to consider any matters arising from those minutes.

SF24/023

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 (other than SF24/030 and 031 as shown below).

Strategy & Finance Business to be considered:**SF24/024i)**

To consider matters pertaining to the Town Council's approved FY24-25 income and expenditure budget and commensurate EDDC Precept demand; to receive report from Chair of the committee and from the RFO (part one).

Chair of committee to propose that Council's Adopted Standing Orders be suspended to permit public representations at this point of the meeting by way of a public participation session.

Public Forum Session (limited to 30 minutes or as otherwise agreed by presiding Chair).

Chair of committee to propose the resumption of Council's Adopted Standing Orders to take the business of the meeting onto the next agenda item which will subsequently preclude further public representations.

SF24/024ii)

To consider matters pertaining to the Town Council's approved FY24-25 income and expenditure budget and commensurate EDDC Precept demand; to receive report from Chair of the committee and from the RFO (part two following public forum session as above).

SF24/025

To consider amended draft of FY23-24-25 Council risk management & assessment review and to make revisions and amendments prior to final completion by RFO (and subsequent review by Council's Internal Auditor).

SF24/026

To consider a report from the RFO relating to resourcing requirements in respect of the approved transition to Scribe Accounting Software (as from 1st April 2024).

SF24/027

To consider any matters considered as urgent by presiding Chair for discussion/notation only:

SF24/028

To note the date of the next scheduled meeting of this committee; 29th April 2024.

SF24/029

The Vice-Chair (or another member) 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.

Continued Overleaf

Committee business to be considered in Part Two:

SF24/030 (IC)

To consider matters pertaining to a draft lease agreement between the Town Council and a 3rd party tenant; to bring members up-to-date on legal discussions and advice received:

RFO to present report.

As this agenda item relates to commercially sensitive 3rd party details, this item will be considered as a Part Two confidential matter.

SF24/031 (IC)

To consider matters pertaining to the Council building portfolio condition survey quotations, and to subsequently review asset/indemnity values in light of recent correspondence from Council's indemnity insurers.

RFO to present report.

As this agenda item relates to commercially sensitive 3rd party details, this item will be considered as a Part Two confidential matter.

With no further business to attend to, the Chair will bring the meeting to an end.

Yours sincerely,

Paul Hayward
Town Clerk

18th March 2024