

AXMINSTER TOWN COUNCIL

Members of the Committee: Cllrs. Farrow (Chair), plus all serving members of the FULL Council on an ex-officio basis until further notice.

The Guildhall,
Axminster,
Devon.

17 October 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 7.00 p.m. on Monday 28th October 2024.

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.

Public Forum Session (limited to 15 minutes or as otherwise agreed by presiding Chair).

SF24/051

To elect a Chair of this committee to serve until May 2025.

SF24/052

To note members of this committee present:

SF24/053

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

LGA 1972 S.85 (1)

SF24/054

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

Continued Overleaf

SF24/055

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.

SF24/056

To consider and, if thought fit, to approve the minutes of the Strategy & Finance Committee meeting held 29th April 2024 and to consider any matters arising from those minutes.

SF24/057

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 SF24/066 (incl.) as shown below].

Strategy & Finance Business to be considered:**SF24/058**

To receive a report from the RFO on the progress (and timeline) for the completion and submission of the FY24-25 AGAR (Annual Return) in conjunction with the internal auditor.

SF24/059

To note progress with the ongoing FY24-25-26 Town Council risk management & assessment review; RFO to present verbal report and to seek member input and direction.

SF24/060

To consider a report from the RFO relating to S106 & CIL funds available for Town Council expenditure and to note any spend deadlines for such funding. Furthermore, to receive update from RFO as to progress with S106 / CIL spending projects

SF24/061

To receive a update report from RFO/Clerk in relation to the SWR CCIF grant project taking into account the recent interventions and discussions with SWR as to potential use of funds in accordance with their CCIF project criteria; *Committee to agree further/next steps.*

SF24/062

To consider matters pertaining to budget preparation and calculation for FY25-26 and to seek members input as to possible areas of expenditure and income and to provide direction to RFO in order to allow creation of draft budget for committee & council consideration in December 2024 and January 2025.

SF24/063

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

SF24/064

To note the date of future scheduled meetings of this committee;

2nd December 2024, and 27th January 2025. Additional meetings may be required if other matters of urgent business need to be considered.

Continued Overleaf

SF24/065

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.

Committee business to be considered in Part Two:

SF24/066 (IC)

To consider matters pertaining to tenancy agreements between the Town Council and 3rd party commercial tenants; to bring members up-to-date on legal discussions, advice received and responses. 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 presiding Chair will bring the meeting to an end.

Yours sincerely,

Paul Hayward
Town Clerk

17th October 2024