

Agenda Item 6 - Outside Bodies Report

Axbridge and District Museum Trust

The Muse in the Museum was very successful and has now gone down to Taunton Museum. KJ hunting lodge closed at the end of October and will open again on the 1st April 2018 or Easter weekend whichever ever is the earliest (1st April I think) The closed season will as usual be a chance to decide what exhibitions will be on next year.

Barbara Wells

School Governors Report – November 2017

The current number on role at the school is 162 and there are 3 possible new admissions this term. The school's first Christmas event is the Christmas Fair on Thursday 7th December at 3.30pm. Everyone is welcome and the school are looking forward to seeing everyone there. On Tuesday 12th December the Nursery (children in their final year at Busy Bees) and Reception children will be performing their Christmas Nativity. This is not an open performance. The main school play will be performed in the summer term.

On Wednesday 13th December the school will have a Pantomime performance for all the children. The school will also be hosting a Christmas Carol Service on Monday 18th December in Church. The children are looking forward to singing their favourite carols, sharing the Christmas story and singing some Christmas tracks for us all. It's set to be a lovely evening to get us all in the mood for the festivities ahead! On the last day of term, Thursday 21st December, it's Christmas Jumper Day! Children can come to school wearing their favourite Christmas jumper and help raise money for **Save the Children**.

The school raised money for **Children in Need** on Friday 17th November.

Kate Browne

Somerset Association of Local Councils

Report on the Annual General Meeting and All Areas meeting held on Saturday 28th October 2017 at Somerton.

Axbridge was represented by Councillor Taylor and the Clerk, Mrs V Brice.

After a welcome by the Chairman there were a number of presentations:

David Fothergill, leader of Somerset County Council, on a Vision Now and for the Future of Somerset.

Alistair Highton update on the Heart of the South West project – particularly the imminent high level strategy document.

James hood & Mike Brownlow from Bruton TC- the Town Plan as a mandate for their actions - traffic problems and some solutions.

Then the routine AGM business was completed.

At the all area meeting the following policy items were updated and debated.

New data protection regulations next year. (A data protection officer will need to be appointed.)

Asset register perhaps should be on website.

Councillor disqualification criteria likely to be changed – will be consultation.

Capping still a threat – councils should show restraint.

Appointments to the County Committee were made.

Councillor Mike Taylor
(14/11/2017)

**Agenda Item 8.1a AXBRIDGE TOWN COUNCIL
Minutes of the Planning and Licences Committee held on
Monday 30th October 2017 at the Town Hall, Axbridge**

Meeting Commenced: 6.45pm
7.45pm

Meeting Concluded:

Present: Councillor Taylor (Vice-Chairman), Bridgeman, Gould, Ham, Kendall, Myerson, Page and Wells together with Mrs Brice, Town Clerk.

P70/17 Election of Chairman

Following the resignation of Councillor Laken, members needed to elect a Chairman of the Committee. Councillor Taylor, Vice-Chairman, was proposed, but did not wish to take up this position given other committees and interests. Councillor Wells was proposed and seconded. She would be willing to undertake this role until May 2018.

RESOLVED: that Councillor Wells be elected as Chairman of the Committee.

P71/17 Election of Vice-Chairman

Councillor Taylor would remain as Vice-Chairman.

P72/17 Apologies for absence – none.

P73/17 Declarations of Interest

Councillor Myerson – declared a Disclosable Pecuniary Interest in relation to planning application 02/16/00030 (relating to the erection of up to 80 dwellings on land to the South of Houlgate Way) (minute P78/17 refers), living close to the site, and would leave the meeting should the application be considered.

Councillor Taylor – declared a Disclosable Pecuniary Interest in relation to planning application 02/16/00030 (relating to the erection of up to 80 dwellings on land to the South of Houlgate Way) (minute P78/17 refers), living adjacent to the site, and would leave the meeting should the application be considered.

P74/17 Minutes of the meeting held on 2nd October 2017

RESOLVED: that the minutes of the meeting held on 2nd October 2017 be approved as a correct record and be signed by the Chairman.

P75/17 Public Participation – no members of the public were present.

P76/17 Planning Application

Members considered the following application:

Application No. 02/17/00029/CW

Planning (Listed Buildings and Conservation Areas) Act 1990 (As Amended)

Applicant: Mr P Hughes

Proposal: Replacement of 2no. roof lights on South elevation with 2 no. dormer windows

Location: 45 West Street, Axbridge, BS262AA

RESOLVED: that Sedgemoor District Council be advised that Axbridge Town Council has no observations to make on the above-mentioned application.

P77/17 Bristol Water Southern Resilience Scheme

Bristol Water would be returning to expose the new pipe at the roundabout location as it is the location of a testing point. Members noted the current works at the junction of A371 with Cheddar Road, with two way lights. These should be removed within the next week.

P78/17 Outline Planning Application 02/16/00030 - Land to the South of Houlgate Way, Axbridge – this application was still under consideration.

P79/17 Outline Planning Application 02/17/00022 – Mendip View, Cheddar Road, Axbridge – this application was under consideration.

P80/17 Planning Application 02/17/00028 South Holt, Cheddar Road

There had been some confusion as to whether this application, which had recently been approved, had needed planning permission and whether the notice had been displayed. Members would be mindful of the procedures followed by Sedgemoor District Council when receiving future applications.

P81/17 Sedgemoor Local Plan

Members noted the information received from the Programme Officer regarding the hearings for the local plan, and, in particular that written representations already made are accorded equal weight to those made orally during the hearing and that there is no need to repeat those points. The Town Council had made detailed representations at the time and, after considering whether to make any further comments particularly in terms of the housing need equation, did not wish to add anything further. The Clerk would establish whether the hearings were open to members of the public to observe.

RESOLVED: that the Clerk respond to thank the Programme Officer for the information and to advise that, given the above and the detailed responses already submitted, the Town Council did not feel it necessary to register to speak at the hearings.

P82/17 Housing Stock Policy – on-going

P83/17 Neighbourhood Plan

An Neighbourhood Plan event would be held at the Farmers Market in March 2018.

P84/17 Enforcement

New build under construction, Redstacks, A371, Axbridge – The planning assessment has been completed.

P85/17 Planning for the Right Homes in the Right Places consultation

Members noted this consultation and that the Society of Local Council Clerks would be making a response. Members did not wish to respond on this occasion. The forthcoming Social Housing Green Paper was noted.

P86/17 Planning Correspondence

Members noted the following correspondence:

Planning Training – the presentations were available. Sedgemoor District Council would, from January 2018, no longer forward a hard copy of planning applications to local councils, which would only be available on line. Consideration would need to be given to how best to make the plans available both to the public and at planning meetings. The provision of a fixed projector in the town hall would be useful and a proposal would be made to the Town Trust. The Clerk would then need to download planning documents for reference at the meeting. A trial would be held with a projector – to be arranged with the Mayor and Councillor Page.

Neighbourhood Plan group- project plan, meeting details and minutes.

Virtual names – the renewal of the domain name was in hand.

SDC - Public Consultation - Submission of Burnham and Highbridge Area Neighbourhood Plan

EDF Energy: New scheme to link young people to dream jobs at Hinkley Point C
North Somerset Council – Sites Allocation Plan (end 30th Oct); Draft Local Planning Application Requirements – Part 1 document and North Somerset and Mendip Bats Special Area of Conservation (SAC) Guidance: Draft Supplementary Planning Document

P87/17 Planning Decisions

02/17/00024 – Outline Planning Permission, with some matters reserved for the erection of a dwelling with garage, on site of existing agricultural building (to be demolished) and repositioning of access on Land to the West of Barn Lea, Cheddar Road, Axbridge – Permission granted.

02/17/00025 – Erection of a first floor extension to North elevation at Glenmoor, Cheddar Road – permission granted.

02/17/00027 – Demolition of existing stone wall and construction of double garage at 45 West Street – permission granted.

02/17/00028 – Erection of a single storey extension to SW elevation at South Holt, Cheddar Road – permission granted.

21/01/00008 – Erection of an agricultural building and construction of associated yard and access track at Land at Yeo Bridge Farm, Turnpike Road, Lower Weare, Axbridge – permission granted

17/15/00096 Outline Planning Permission relating to the erection of up to 67 dwellings and associated infrastructure at Land to the North of Helliars Lane, Cheddar – permission granted.

P88/17 Date of Next Meeting

RESOLVED: that the next meeting be held, if needed, prior to Council on 20th November 2017.

Chairman

Date

**Agenda Item 8.1b AXBRIDGE TOWN COUNCIL
Draft Minutes of the Planning and Licences Committee held on
Monday 13th November 2017 at the Town Hall, Axbridge**

Meeting Commenced: 6.45pm
7.15pm

Meeting Concluded:

Present: Councillor Wells (Chairman), Taylor (Vice-Chairman), Bridgeman, Gould, Ham, Kendall and Page (from minute P92/17) together with Mrs Brice, Town Clerk and 7 members of the public.

P89/17 Apologies for absence

RESOLVED: that apologies from Councillor Myerson (ill-health) be received and approved.

P90/17 Declarations of Interest

Councillor Taylor – declared a Disclosable Pecuniary Interest in relation to planning application 02/16/00030 (relating to the erection of up to 80 dwellings on land to the South of Houlgate Way) (minute P/17 refers), living adjacent to the site, and would leave the meeting should the application be considered.

P91/17 Minutes of the meeting held on 30th October 2017

RESOLVED: that the minutes of the meeting held on 30th October 2017 be approved as a correct record and be signed by the Chairman.

P92/17 Public Participation – Mr Ryves addressed the Committee on application 02/17/00032 relating to works to a Horse Chestnut Tree at 21 Chestnut Avenue and Mr Wookey spoke on the amended plans received in relation to application 02/16/00030 for the erection of dwellings on land to the South of Houlgate Way.

During public participation Councillor Page joined the meeting

P93/17 Planning Applications (Part 1)

Members considered the following applications:

Application No. 02/17/00031/CW
Planning (Listed Buildings and Conservation Areas) Act 1990 (As Amended)
Applicant: Mr W King
Proposal: Installation of folding doors to the South Elevation
Location: 29 High Street, Axbridge, BS26 2AF

RESOLVED: that Sedgemoor District Council be advised that Axbridge Town Council has no observations to make on the above-mentioned application.

Application No. 02/17/00032/JAB
Town and Country Planning Act 1990 (As Amended)
Town and Country Planning (Tree Preservation Order) Regulations 1969
Applicant: As agent (Hi Line SW Ltd)
Proposal: Horse Chestnut (T3) crown reduce by 3m to previous pruning points
Location: 21 Chestnut Avenue, Axbridge, BS26 2BS

RESOLVED: that Sedgemoor District Council be advised that Axbridge Town Council has no objection to the above-mentioned application.

The Chairman, with members approval, agreed to move consideration of application 02/17/00030/SH relating to Land to the South of Houlgate Way to later on in the meeting (minute P96/17 refers).

P94/17 Outline Planning Application 02/17/00022 – Mendip View, Cheddar Road, Axbridge

The Clerk advised that there was no update on this application.

P95/17 Planning Decisions and Correspondence

No planning decisions were reported. Members noted correspondence regarding Hinkley Point drop in sessions and a skills event on 7th December 2017 to showcase Hinkley Point C careers for young people.

At this juncture, Councillor Taylor, having declared a Disclosable Pecuniary Interest in this application, left the meeting.

P96/17 Planning Applications (Part 2)

Members considered the following application. Amended plans and documentation had been received.

Application No. 02/16/00030/SH

Town and Country Planning Act 1990 (As Amended)

Applicant: Hannick Homes & Developments

Proposal: Outline planning permission (appearance layout, scale, landscaping reserved matters) for the erection of up to 80 dwellings (40% affordable dwellings) and creation of access.

Location: Land to the South of Houlgate Way, Axbridge, BS26

Sedgemoor District Council had advised that this application had been significantly amended, following receipt of amended plans and documents, referring to up to 53 dwellings, including affordable housing, and associated changes. The Town Council had been given the opportunity to make any observations on the amended plans.

Members discussed this matter.

RECOMMENDED TO COUNCIL:

- 1) That Sedgemoor District Council be advised that Axbridge Town Council reiterates its earlier objections to this application (as set out in the responses dated 16th October 2016, 15th December 2016, 11th April 2017 and 31st May 2017 and endorsing the comments made in the letter submitted by Mr and Mrs Camp sent on 26th May 2017) (attached for easy reference); and
- 2) That Axbridge Town Council makes the following additional objections, comments and concerns:-

Amended plans and documentation

This is not, in fact, an amended application. Whilst the covering letter from Sedgemoor District Council suggests that the application has been amended to show a proposed development of up to 53 dwellings (instead of up to 80) the "revised" plans within the Design and Access Statement still incorporates the remaining 27 dwellings, simply re-packaging the application to show two planned phases of development.

This site is outside the development boundary and is neither community led, nor has the support of the community. It cannot be regarded as "infill" development. The "revised" application has not addressed any of the objections raised by the Town Council, which still stand.

Piecemeal submissions

The Town Council has raised its concerns about the handling of the planning application in previous correspondence with Mr Rickard, former Chief Executive at Sedgemoor District Council. It is the Town Council's view that the piecemeal fashion in which the planning application and its technical

documentation has been submitted and subsequently amended over the past 14 months has meant that local people have not been able to properly engage with the planning process or understand what is being applied for, or what the most recent information is. As of today, whilst an amended Design and Access Statement is available online, reflecting the lowering of the number of residential units being applied for from 'up to 80' to 'up to 53', the planning statement and planning application forms still refer to the original application for up to 80 residential units. This is clearly unacceptable. The Town Council is of the view that the application should be completely withdrawn and resubmitted once all of the technical documentation has been updated to reflect what is actually being applied for.

Axbridge Affordable Housing Policy 2017-18

The proposed development is contrary to Axbridge's Affordable Housing Policy, which was adopted on 06 June 2016, prior to the original submission date of the planning application.

Axbridge Neighbourhood Plan

The Town Council feels the changes made to the scheme since its original submission are sufficient to warrant a new planning application being submitted. It is felt the reason the planning application has been varied is because the applicant is aware of the ongoing Neighbourhood Plan process and wishes for the planning application to be determined without taking this into due consideration. The Council feels the determination of the planning application ahead of the Neighbourhood Plan process being completed would be premature.

Housing Needs Assessment

The applicant suggests that the planning application will help meet local housing needs. However, it is not clear to the Town Council the extent to which it will do so. The planning application form (which, as noted above, still suggests that up to 80 residential units are being applied for) does not state the size of the residential units being applied for, either for private housing or social rented housing - with all units indicated as 'unknown'.

Planning application 02/17/00022 Mendip View, Cheddar Road

This site for the current application for 20 dwellings (five of which would be affordable) is under consideration by Sedgemoor District Council. This site is at least partly on brownfield land within the development boundary (and wholly within the extension of the development boundary as suggested by Axbridge Town Council during the boundary review). This application has not been taken into account, cumulatively alongside Houlgate Way, which would change the housing need.

Inaccuracies

The Design and Access Statement still refers to Axbridge being a village, at the entrance to the "Cotswold" AONB.

Acceptability of outline planning application

The Town Council does not consider that an outline planning application is suitable in this location due to the proximity of the development site to the Axbridge Conservation Area, Listed Buildings and the Mendip Hills AONB. It also appears that the submission of an outline planning application is contrary to Sedgemoor District Council's Core Strategy, which states that P4 sites should only be released "in exceptional circumstances and full and detailed planning applications would normally be expected".

If Sedgemoor District Council is of the view that an outline planning application is acceptable in this location, then it is the Town Council's view that it should be supported by parameter plans as well as a Design Code to govern the layout, height and appearance of the development, as these aspects are fundamental when considering whether residential development is acceptable in this location.

No parameter plans (e.g. land use parameter plan, maximum building heights parameter plan, access and movement parameter plan) have been submitted. Instead the applicant's Design and Access

Statement (DAS) states in loose terms that “most dwellings are two storey” and provides only an illustrative masterplan for which permission is now being sought.

Furthermore, no Design Code has been submitted alongside the outline application to govern the appearance of the development. Again, the DAS speaks in loose terms about the appearance of the buildings being varied “to reflect the architectural traditions of Axbridge ensuring the development retains a strong sense of place that reflects the local character”.

Time taken to determine this matter

Axbridge Town Council continues to be extremely concerned regarding the handling of this application and how long it has remained, and continues to remain, undetermined. It is Axbridge Town Council’s understanding that applications should be determined within 8 weeks in usual cases, in 16 weeks for more complex matters and within a year should an application be the subject of an appeal. It is Axbridge Town Council’s view that keeping this application in abeyance for 60 weeks gives rise to planning blight, which is unacceptable to the local community.

Conclusion

To conclude, the Town Council’s earlier objections as set out in the responses of 16th October 2016, 15th December 2016, 11th April 2017 and 31st May 2017 still stand, together with the objections, comments and concerns as set out above.

P97/17 Date of next meeting – to be confirmed.

Chairman

Date

Agenda item 9.1 Axbridge Town Council Administration and Finance Advisory Group

**November 2017
Report for Council.**

Meeting. The Group met on Monday 13th November.

Present: Councillors Ham, Taylor, Wells and Town Clerk, Mrs Brice.

Apologies: Councillor Browne

Accounts. The accounts for the end of the month having been circulated to members of the group were agreed.

Budget: A draft for presentation to the November Council meeting was agreed which took into account views expressed by Councillors at the last Council meeting and some further corrections and revised estimates.

(Agenda item.)

Annual review of systems of internal control, financial regulations and audit.

The group considered this item and were agreed that these systems had all been reviewed during the last year. In particular the administration and finance advisory group meets monthly to monitor the control systems. The audit had been completed internally and externally without comment. The financial regulations, particularly the calendar of actions were checked regularly. Council needs to agree these findings. (Agenda item.)

Hinckley Point Mitigation Fund.

Various projects had been considered for this funding. Other sources of funding were mentioned at the meeting which could be considered first.

Hand bells repairs.

The set of bells has been examined by an expert. The leather handles do need to be replaced as expected. Also, most of the bells need repairs to their clappers. The set is of good quality and are in tune with each other. They are size 15C probably made by Warners over 100 years ago and would cost £4000.00 to replace with new. The bells have been left for repair, the cost being about £400.00. Council should be asked to ratify the increased costs.

(Agenda item.)

Twinning. The clerk has been given details of a small town in France with a suggestion that it might be considered for establishing twinning. Aubeterre sur Dronne is in the south west of the country not far from Bordeaux. The advisory group members were of the opinion that council would not want to get involved directly but this approach could be mentioned in OYEZ in case there was a group keen to establish a link. (Agenda item.)

Date of next meeting. . Monday 4th December. (TBC)

Councillor Taylor (14/11/2017)

Axbridge Town Council Financial Report November 2017			
	Bank Accounts	Account Name	£
		Lloyds Business Account	74,658.16
		Lloyds Current Account	7,014.97
		Lloyds Investment Account	15,089.58
		Total:	96,762.71
	Council Accounts	Account	£
		General Account	72,598.76
		Changing Rooms Operating Account	3,311.21
		Car Park Account	5,132.74
		Changing Rooms Maintenance Fund	15,720.00
		Neighbourhood Plan Account	0.00
		Total:	96,762.71
Receipts since last meeting			
Ref.	From	For	Value
	Wessex Learning Trust	Lease - land at Moorland Street	2000.00
	Tenants	Allotment rent	46.75
	Resident	Exclusive Right of Burial - Cemetery	120.00
	HMRC	VAT repayment	1084.55
	Axbridge Carnival Committee	Hire of Changing Rooms	20.00
Payments made since last meeting for ratification by Council			
Ref.	To	For	Value
DC	Post Office	Postage	14.30
DC	Post Office	Postage	7.80
DC	Post Office	Postage	28.36
DC	Post Office	Postage	7.80
DC	Amazon	Stationery	33.36
DC	Amazon	Stationery	3.99
DC	Mozy	Mozy back up renewal (price shown in dollars)	65.89
DC	Post Office	Postage	14.30
DC	Post Office	Postage	34.05
		September	
Paymen	Mrs V Brice	Reim of Expenses	21.45
	Mrs P Ham	Reim of Civic Expenses	TBC
	Somerset County Council Pension Fund	Pension deficit (Nov)	70.00
	Lloyds TSB Commercial Finance Ltd	Printing of Oyez (Sept and Oct)	111.60
	Fairlands School	Photocopying - (Sept and Oct)	TBC
	Mr A Laken	Town Maintenance Contractor - October	285.00
	A1 Gardening and Tree Surgery	Grass cutting -Play area, cem, car parks, allotments and layby	408.00
	Greenslade Grounds Maintenance	Grass Cutting - Furlong/pitches double cuts (Oct)	326.40
	W C Maunders	Materials - Changing Rooms	9.69
	water2business	Changing Rooms - 11/3/17 - 28/09/17	371.68
	Som. Association of Local Councils	New councillor training*(previously agreed)	25.00
	Direct Debits and Standing Orders to be paid next calendar month (Oct/Nov)		
	Vodafone	Council telephone	11.80
DD	Plusnet	Broadband etc for office	24.60
DD	Southern Electric	Changing Rooms	31.00
DD	Southern Electric	Electricity - street lights at Town Car Park (Oct)	5.15
DD	Eon	Electricity - street lights at Moorland Street (Nov)	4.57
DD	Sedgemoor District Council	Business rates (public conveniences)	79.00
DD	Sedgemoor District Council	Business rates (Town Car Park)	136.00
DD	Sedgemoor District Council	Business rates (Moorland Street Car Park)	140.00
DD	Sedgemoor District Council	Business rates (Office)	86.00
DD			
DD	TOTAL to be authorised		2,146.94
	* on receipt of invoice		

Agenda Item 10.1
LEISURE AND RECREATION REPORT. NOV 2017

Public Toilets:

The Gents toilet was subject to an act of criminal vandalism on 31 October, Halloween Night. The police were called. We have a crime number and are seeking quotes to carry out a repair. It will be an insurance claim if the cost is as high as we envisage.

GB Leisure are going to visit the play area to inspect the Springy Chicken as it is very loose in the ground.

Cllr Taylor and I met with Tim Read from the football clubs and had a very good update session. We clarified various points and we are now updating the terms and agreements between the clubs and the Town Council.

We are revisiting the upgrade plans for the play area and car park with a view to applying for grants.

Cllr Pauline Ham

Agenda Item 11.4
Town Maintenance Contractor Report – October 2017

The Town Maintenance Contractor had worked 19. hours during October 2017. Approximately 5.25 hours has been spent clearing litter, trimming the hedge and gully clearance work in the car, 3.75 hour removing litter, trimming the hedge on the furlong and repairing the chicken springy toy, 3 hours on an initial clearance of Wood Lane, 3 hours on the initial clearance of Back Lane and 4 hours making up and fixing the notice board at the allotment and emptying the compost bin at the cemetery.

Agenda Item 11.1

Axbridge Town Council - Highways Advisory Group

Notes from the meeting held at 7:40pm in the Town Hall on Monday 6th November 2017

Present: Cllr Bridgeman, Cllr Gall, Cllr Ham, Cllr Myerson, Cllr Taylor, Cllr Wells.

N.B. The following items were discussed specifically: other items are being progressed or remain on-going.

1. Apologies

Cllr Davies.

2. Street lighting

The group noted that the Clerk had emailed for a progress report on cutting back the tree on Moor Green which was due to be sorted out by mid-September.

Also, light no. 8 in West St was now working, but Cllr Taylor to report one in High St to the Clerk.

Action: Cllr Taylor/Clerk

3. Square

It was noted that the Clerk had reported loose bricks in front of the Town Hall to SCC for repair.

4. Car Parking

The group was pleased to see that the Lengthsman had made a good and rapid repair to the wall in Moorland St Car Park.

5. Maintenance, Repair and Minor Improvements

The cycle path sign near Racurium Lodge was reported to be leaning against the bank, and to be in need of fixing. It was also pointed out that the width of the cycleway was narrowing as vegetation creeps over it and is not properly cut back. Clerk to report both the SCC.

Action: Clerk

Cllr Ham had pointed out that funding will probably become available to the Town Council from the Aggregate Levy, and would still investigate further.

Action: Cllr Ham

Cllr Ham had already agreed to chase up the Axbridge signs from Arien

Action: Cllr Ham

Cllr Ham agreed to check the condition of the fence on the path from Marron Close to Jubilee Road.

Action: Cllr Ham

Clerk to check how far the installation of dropped kerbs in the Old Church Road cul-de-sac has got.

Action: Clerk

Cllr Gall agreed to start the process of applying for a grant from the Hinkley fund for the vehicle activated sign at the bottom of the Townsend slip road.

Action: Cllr Gall

6. Yellow lines

Cllr Gall to investigate when the next round of yellow line changes are likely to happen with a view to suggesting a couple of changes in Axbridge.

Action: Cllr Gall

7. Speed issues

Clerk to request that the 20mph roundels in the Town be assessed for re-painting as soon as possible.

Action: Clerk

8. Date, time and location of next meeting – Monday December 4th 20:00 Town Hall

Agenda Item 12.1 Minutes for CAOS meeting:- 01/11/2017

Present:- Cllrs Helen Bridgeman, Beverly Davies and Jeremy Gall
Apologies from Cllr K Browne and Vicky Brice, clerk (due to ill health).

Allotments:-

To ensure that the prices were fair a review of the sizes (using measurements taken earlier this year) was done first, this enabled the group to assess the pricing of the allotments and a fairer pricing structure was set.

It is recommended that : As of April 2018 the prices be set for two years as follows

The new prices to be:-

Those plots <150 to 199 per square metre will now cost £15

Those plots 200 square metre and above will now cost £25

This means that 12 plots will be paying less than before while 20 have an increase.

The revenue will hopefully cover the cost of water rates and grass and hedge cutting.

Cllr Bridgeman will investigate the cost of a new gate and a trough for water, to be placed at the bottom of the allotments near the car park.

The allotments has a new notice board which is primarily for council use and will have the clerks number attached as well as a copy of basic rules, for example 75% of the plot should be cultivated.

Also pictures of Ragwort and Giant Hog weed will be put on for identification purposes, Ragwort has to be removed by Tenants.

The board will also be used to inform tenants when an inspection is to be carried out; this will enable tenants to ask inspectors any questions on the day.

Any other relevant information may also be posted by Tenants by prior arrangement only.

Cemetery.

The issues of the bins did not come up at this time; we will revisit it in the Spring.

A review of the cemetery cost was undertaken and after comparing the costs around the local area, it has been decided that ours will remain the same this year.

The safety check and tree inspection at the cemetery will take place on Friday 10th November @10am, Councillors Bridgeman and Davies and the clerk to attend.

Lay-by.

It was felt by the group that the picnic area at the Lay-by was an amenity, which is often used and could be seen as the 'Gateway' to Axbridge.

The group therefore recommends that the Council continues with the up keep of the picnic area, if it doesn't then it will become over grown and will reflect badly on Axbridge.

Open Spaces.

The tree inspection is now due, Councillor Ham will review the Furlong with the contractor, along with the trees in the section used by Axbridge 1st School.

Councillor Bridgeman will check the main car park and the Cemetery (at the same time as the safety check).

Any other business.

Councillor Gould has resigned from CAOS, due to work commitments.

**Agenda Item 13.1 Axbridge Town Council
Draft Minutes of the Personnel and Protocol Committee held on Monday 6th November 2017**

Meeting commenced: 6.50pm
7.38pm

Meeting concluded:

Present: Councillors Ham (Chairman), Kendall, Taylor and Wells together with Mrs Brice, Town Clerk and one member of the public (for part of the meeting).

PS65/17 Apologies for Absence

RESOLVED: that apologies from Councillor Browne (ill health) be received and approved.

PS66/17 Declarations of Interest – none

PS67/17 Minutes of the Committee Meeting held on 2nd October 2017

RESOLVED: that the minutes of the Personnel and Protocol Meeting held on 2nd October 2017 be approved as a correct record and signed by the Chairman.

PS68/17 Public Participation

Mr Yusen addressed the Committee in relation to the Town Bailiff's regalia.

PS69/17 Personnel Policies

Members considered a revised draft of this document to better reflect the responsibilities of the Council and Clerk.

RECOMMENDED TO COUNCIL – that the revised Lone Working Policy, as circulated, be approved and adopted.

PS70/17 Assistant to the Clerk

Member discussed a revised job description and person specification for the Assistant to the Clerk and how best to proceed. A wider review of staffing roles, or an external review of the work undertaken by staff and contractors, may be of benefit in the future. At present, it was intended that this new post be for a one year fixed contract, with a three month probationary period, after which the post holder would be expected to attend training courses etc. The post would be for 20 hours a month plus holiday pay (with an option to join the Local Government Pension Scheme in accordance with regulations) and the post holder would normally be expected to work from the Council office. The job description would be revised accordingly and be re-formatted to show the list of duties the post holder may be asked to assist with, which would include updating the notice board and community stall. The role would be subject to review. A few changes to the person specification were also agreed. The Clerk's job description would also need updating.

The Mayor and Clerk would update the documentation and prepare an application form and advert to send to members for further consideration and adoption at the next meeting. It was envisaged that the job would be advertised in January 2018.

PS71/17 Civic Service

The civic service would be held on Sunday 25th February 2018. Nominations would be sought for both a Civic Award and a Young Person's award, as previously discussed. Two separate nomination papers, on different coloured paper, would be used.

PS72/17 Modern Town Archivist

The vacancy for a Modern Town Archivist volunteer had been included in Oyez. The Mayor and Deputy Mayor were considering the material collected, its storage and the role itself. A list of the material collected/stored would be useful. This matter would be included on the agenda of the next meeting.

PS73/17 Replacement of Maces – this was being progressed.

PS74/17 Regalia –A revised design for the Deputy Mayor’s Chain would be submitted to a future meeting for consideration. The Town Bailiff robes had been altered.

PS75/17 Mayor’s Chain – this needed to be updated with the names of recent Mayors. Further consideration was being given to the consort badges.

PS76/17 Honour of Freedom Plaques – on-going

PS77/17 Award of Meritorious Service – on-going

PS77/17 Date of Next Meeting

RESOLVED: that the next meeting be held on Monday 4th December 2017.

-----	-----	-----
	Chairman	Date

Agenda Item 13.2
Axbridge Town Council

Lone working policy (in conjunction with the H&S policy)

The Council will:

- Be aware of safety issues relating to working alone.
- Assess lone working risks systematically and regularly.
- Ensure that the clerk is able to recognise potential risks.
- Report and record any incidents that relate to working alone.

The Clerk will:

- **Be aware of safety issues relating to working alone.**
- Take reasonable care.
- **Consider and assess the need for closing the office door when the downstairs venue is in use and, if the door is closed, to use the spyhole to establish who is there before opening the door.**
- Keep someone, either at home or on the Council, as appropriate, aware of location, meetings, contact detail etc.
- Report any dangers, or potential danger, as they arise.
- **Report and record any incidents that relate to working alone**

Site security

- A chain on the front door, to be connected before opening the front door to anyone calling.
- Mobile phone to hand at all times.

Adopted by Council on (minute) refers

Agenda Item 14 DRAFT Report of the Joint Town Council/Town Trust meeting held on Monday 23rd October in the Council Chamber, Town Hall, Axbridge

Meeting commenced: 8.30pm

Meeting concluded: 9.30pm

Present: **Town Council** - Councillors Ham (Mayor) and Wells together with Mrs V Brice, Town Clerk
Town Trust – Mr R Parsons and Mr F Rabbitts

1. Apologies for Absence

Councillor Taylor had been unable to attend due to a family commitment

2. Notes of Meeting held on 15th November 2016

These were approved as a correct record, subject to the correct spelling of “camera” in minute 4. There were no matters arising.

3. Replica Maces

The maces would no longer be available for use by the Town Council from Remembrance Day 2020. The cost of replica maces would be substantial and difficult to support in the current financial climate. A contemporary design for replacement maces was appealing and investigations would take place into less costly options. One suggestion was having a mace carved from wood with silver accessories and incorporating the Lamb and Flag logo. It was hoped to source the replacement maces locally and perhaps obtain some sponsorship funding.

The Town Trustees reminded members that they would be seeking Heritage Lottery Funding to restore the banners, owned by the Town Trust, that were now thought to be from the early 18th Century (or possibly late 17th Century). Mr Page has undertaken a great deal of work on this project to assist in the restoration and the application, when made, would also include the storage and display of the maces.

4. Cycle Racks – Maintenance and Repair

The Town Council had agreed to maintain and insure the cycle-racks and had asked the Town Maintenance Contractor to repair the broken rack. The bases had been cleared of debris. It was noted that the maintenance costs needed to be reasonable and cost effective. Otherwise, further consideration would need to be given to this matter.

5. Bollards

There had been an on-going project with Somerset Highways to replace the missing bollard by the path in front of the Co-op and replace the two existing bollards on that corner with new style bollards. However, some works had been undertaken, which had resulted in the town trust bollard being replaced with a fixed bollard. Town Trust members emphasised the need for this bollard to be removable and wished to reinstate their bollard. The Town Council had contacted Somerset Highways on this matter.

6. Licences for the use of the Town Square for events

The Town Trust advised that all organisations etc wishing to use the Square would need to apply for a licence, for consideration by the Trust. This would include events such as Father Christmas Night and Axbridge Day.

7. Projector

The Town Council would, from January 2018, no longer receive hard copies of the planning applications from Sedgemoor District Council, which would only be available on-line. Whilst there would be a cost implication, a projector would be a useful way of displaying this information at meetings and some town and village halls were providing projectors as one of the facilities available in their halls. Other users of the town hall may also find this of use. The Town Trust representatives agreed to consider this matter at their next meeting.

8. Ongoing Matters/Updates

Carnival – an individual had removed the litter on the furlong after the carnival and fair.

Axbridge Fair – all had gone well, although perhaps a little quieter than usual.

Kitchen – the shutter had been fixed and the Town Trust would take another look at the squeaky door.

Planters – these had been replaced and the old concrete planters were now looking for new homes. The Town Trust was speaking to local councils.

Grandfather Clock - had been refurbished and was now working.

Future Plans – these included re-decorating the disabled toilet and kitchen and recovering the floor in Council Chamber.

9. Date of Next Meeting – to be confirmed.

Agenda Item 16 Axbridge Town Council - Summary of Receipts and Payments - 30th September 2017						
	Actual	Funds B/F	Budget	Actual	Estimate	Budget
	2016/17	B/F from 16/17	2017/18	2017/18	2017/18	2018/19
General Account						
RECEIPTS						
Precept Recd.	71390.00		76500.00	76500.00	76500.00	
Council Tax Support Grant	5053.00		3000.00	3382.00	3382.00	1500.00
Precept to Car Park Ac.	-1440.09		--	0.00	--	0.00
Precept to Changing Rooms Ac.	-592.38		--	0.00	--	0.00
Precept to Maintenance Funds	-1000.00		--	1000.00	1000.00	0.00
Lloyds Bank Interest	93.25		80.00	28.47	80.00	80.00
Cemeteries	2205.00		800.00	500.00	800.00	800.00
Allotment rents and deposits	638.75		500.00	570.50	600.00	600.00
Donations to Newsletter (Oyez)	90.00		50.00	30.00	50.00	50.00
Play area grants	8249.00		0.00	0.00	0.00	5921.00
Shortlands rent	60.00		60.00	0.00	60.00	60.00
Memorial Bench donation	448.00		0.00	0.00	0.00	0.00
	0.00		0.00	0.00	0.00	0.00
Sundry	50.00		50.00	0.05	50.00	50.00
VAT refunds	4256.35		--	932.58	--	--
	--		--	--	--	--
Total Receipts:	89500.88		81040.00	80943.60	80522.00	9061.00
PAYMENTS						
Revenue Expenditure						
Salaries & Employ'm't costs (SDC)	24925.13		28000.00	25692.34	28000.00	36000.00
Deputy Clerk employment costs	--		8000.00	0.00	0.00	--
Council office fund - salary cost transfer.	0.00		--	0.00	0.00	--
Pension deficit payments	800.00		950.00	280.00	700.00	950.00
Mileage costs				8.10	40.00	60.00
Admin. Expenses	3036.26		2700.00	1604.06	2800.00	2600.00
Insurance	1562.23		1750.00	1118.99	1300.00	1300.00
Car Park loan repayments	10402.06		10402.06	5201.03	10402.06	10402.06
Moorland Street Land loan repay.	5657.44		5657.44	2828.72	5657.44	5657.44
Promoting Axbridge	567.90		750.00	279.00	750.00	700.00
Training	24.75		400.00	0.00	400.00	300.00
Town Hall Charges	1450.00		1550.00	0.00	1550.00	1550.00
Allotments (rent & maintenance)	362.18		700.00	165.00	500.00	600.00
Auditors' Fees	448.30		550.00	359.55	359.55	500.00
Civic Expenses	1743.84		2000.00	845.39	2000.00	2000.00
Cemetery maintenance	835.00		2000.00	450.00	2000.00	1800.00

Churchyard grass cutting	--		500.00	500.00	--	--
Furlong grass & hedge cutting	2867.50		3500.00	1520.00	3500.00	3500.00
Chestnut Ave grass cutting	--		--	--	--	500.00
Changing Rooms Maintenance	0.00		400.00	0.00	400.00	300.00
Play area & Furlong maintenance	511.03		1000.00	798.26	1000.00	1200.00
Town Maintenance Contract	1417.65		2880.00	1151.25	2880.00	2880.00
Bin emptying contract	1682.72		1800.00	3669.06	3669.06	3150.00
Public conv. cleaning contract	2850.00		3000.00	2850.00	3000.00	2850.00
Public conveniences rates and utilities.	1515.89		1600.00	544.47	1400.00	1400.00
Public conveniences maint.	296.95		600.00	26.32	600.00	600.00
Subscriptions	704.56		700.00	548.48	600.00	600.00
Elections	0.00		2000.00	0.00	0.00	2000.00
Furlong lease	0.00		165.00	165.00	165.00	165.00
Office Rent	2500.00		2500.00	1225.00	2500.00	2500.00
Office Move	--		--	480.08	480.08	--
Office Running Costs - rates, utilities	0.00		300.00	0.00	300.00	800.00
Memorial Bench	448.00		--	--	--	--
Layby maintenance	175.00		300.00	120.00	300.00	300.00
Maintenance of street furniture	--		--	--	--	500.00
Sundry	0.00		100.00	0.00	50.00	50.00
	-----		-----	-----	-----	-----
	--		--	--	--	--
Total:	66784.39		86754.50	52430.10	77303.19	87714.50
Capital expenditure						
Play area equipment fund	11249.00	0.00	500.00	0.00	500.00	500.00
New item of equipment from RLT2 funds						5921.00
Street Lights	0.00	500.00	500.00	0.00	1000.00	0.00
Recreation area car park extension	0.00	6000.00	500.00	0.00	6500.00	0.00
Ax. Design Statement & N Plan	0.00	953.00	0.00	0.00	953.00	0.00
Allotments gate and fencing	622.22	1377.78	0.00	389.74	1377.78	250.00
Regalia-refurbishment/replacement	100.00	150.00	500.00	73.29	650.00	0.00
Maces	--	0.00	0.00	0.00	0.00	0.00
Office Equipment Fund	530.99	420.10	200.00	0.00	630.10	100.00
Council Office Fund	0.00	1500.00	0.00	0.00	0.00	0.00
Footpath - Cross Lane	0.00	500.00	0.00	0.00	500.00	0.00
Website Improvements	0.00	2500.00	0.00	250.00	2500.00	0.00
Bins and Benches	109.28	611.93	0.00	65.00	611.93	0.00
Additional Parking land purchase	0.00	1000.00	0.00	0.00	1000.00	1000.00
Additional parking works	--	--	--	--	--	0.00
Document Scanning and Imaging	0.00	0.00	0.00	0.00	0.00	0.00
Projector	0.00	750.00	0.00	0.00	750.00	0.00
Layby benches	324.99	0.00	0.00	0.00	0.00	0.00
Play Area - facilities for disabled	--	0.00	500.00	0.00	500.00	0.00
Purchase of furlong recreational field	--	0.00	500.00	0.00	500.00	0.00
Axbridge Road Signs	--	--	--	--	--	0.00
	-----		-----	-----	-----	-----
	--		--	--	--	--
Total:	12936.48		3200.00	778.03	17972.81	7771.00

Grants						
Type A - Various annual	400.00		400.00	0.00	400.00	400.00
Type B - Specified						
Town Trust planters	300.00		300.00	300.00	300.00	300.00
Town Hall grant	3640.00		3640.00	1820.00	3640.00	3640.00
			0	0	0	0
Ax. and District Museum Trust	1400.00		1400.00	1400.00	1400.00	1400.00
			0	0	0	0
Xmas lights & trees/fireworks	1627.00		1750.00		1750.00	1750.00
			0	0.00	0	0
British Legion	100.00		100.00	0.00	100.00	100.00
Churchyard grass cutting					500.00	500.00
Sea Cadets			250.00	0.00	250.00	
Axbridge Carnival Committee	0.00		250.00	250.00	250.00	
Local Community Groups						750.00
Church Access			250.00	0.00	250.00	
Type C - Unspecified one-off	0.00		250.00	0.00	250.00	250.00
	-----		-----	-----	-----	-----
	--		--	--	--	--
Total:	7467.00		8590.00	3770.00	9090.00	9090.00
			0	0	0	0
VAT paid	4421.73		--	1759.70	--	--
Total Payments:	91609.60		98544.50	58737.83	104366.00	104575.50
Summary of General Account						
Opening Balance	58917.18		35611.13	56808.46	56808.46	32964.46
Total Receipts	89500.88		81040.00	80943.60	80522.00	9061.00
Total Payments	91609.60		98544.50	58737.83	104366.00	104575.50
Closing Balance:	56808.46		18106.63	79014.23	32964.46	62550.04
=====						
Changing Rooms & Pitches Operating Account						
Opening Balance	1669.57		1296.95	2826.40	2826.40	2926.40
RECEIPTS						
Precept	592.38		0.00	0.00	0.00	0.00
Pitch & Rooms bookings	2500.00		2000.00	1250.00	2500.00	2500.00
			0	0	0	0
Vat charged on bookings	500.00		400.00	350.00	600.00	500.00
Hire of Furlong	0.00		0.00	500.00	500.00	0.00
Vat refunds	224.51		--	-23.56	--	--
	-----		-----	-----	-----	-----
	--		--	--	--	--
Total Receipts	3816.89		2400.00	2076.44	3600.00	3000.00
			0	4	0	0
PAYMENTS						
Changing Rooms Maintenance	0.00		200.00	56.77	200.00	200.00
Pitch maintenance	1515.00		2000.00	564.00	2000.00	2000.00
			0	0	0	0

Utilities	577.53		600.00	177.12	600.00	600.00
Consumables	0.00		100.00	11.58	100.00	100.00
VAT paid to HMR&C	358.06		400.00	133.06	600.00	500.00
Vat paid	209.47		--	135.35	--	--
	-----		-----	-----	-----	-----
	--		--	--	--	--
Total Payments	2660.06		3300.00	1077.88	3500.00	3400.00
			0	8	0	0
Closing Balance:	2826.40		396.95	3824.96	2926.40	2526.40
=====						
Car Parks & Moorland Street Land Account						
Opening Balance	6634.51		6424.60	5903.48	5903.48	2553.48
RECEIPTS						
Precept	1440.09		0.00	0.00	0.00	0.00
Ax Car park garage access lease	150.00		150.00	150.00	150.00	150.00
School Land Lease	2000.00		2000.00	0.00	2000.00	2000.00
Sub Station lease	200.00		200.00	0.00	200.00	200.00
Vat refunds	350.73			18.65		
	-----		-----	-----	-----	-----
	--		--	--	--	--
Total Receipts	4140.82		2350.00	168.65	2350.00	2350.00
			0		0	0
PAYMENTS						
Car Park Running costs - rates, utilities	3236.94		2800.00	2065.46	4000.00	3600.00
			0	6	0	0
Maintenance costs	1289.10		1000.00		1200.00	1200.00
			0	675.00	0	0
Gulley Cleaning	--		--	--	--	0.00
Car Parking control	0.00		1500.00	0.00	500.00	500.00
			0			
Vat Paid	345.81		--	139.73	--	--
	-----		-----	-----	-----	-----
	--		--	--	--	--
Total Payments	4871.85		5300.00	2880.19	5700.00	5300.00
			0	9	0	0
Closing Balance:	5903.48		3474.60	3191.94	2553.48	-396.52
			0	4	8	
=====						
Neighbourhood Plan Account						
Opening Balance	-1203.77	0.00	0.00	0.00	0.00	0.00
RECEIPTS						
Locality Grant	0.00		--	0.00	--	--
VAT Refunds	1221.79		--	0.00	--	--
	-----		-----	-----	-----	-----
	--		--	--	--	--
Total Receipts	1221.79		0.00	0.00	0.00	0.00
PAYMENTS						
Consultancy Work	0.00		--	0.00	--	--

Design Work	0.00		--	0.00	--	--
Housing Needs Survey	0.00		--	0.00	--	--
Printing and website costs	0.00		--	0.00	--	--
Grant return	18.02			0.00	--	--
VAT Paid	0.00		--	0.00	--	--
	-----		-----	-----	-----	-----
	--		----	----	----	----
Total Payments	18.02		0.00	0.00	0.00	0.00
Closing Balance	0.00		0.00	0.00	0.00	0.00
=====						
Maintenance Fund						
Opening balance	13720.00		0.00	14720.00	14720.00	0.00
RECEIPTS						
Precept	1000.00		--	1000.00	1000.00	0.00
	-----		-----	-----	-----	-----
	--		----	----	----	----
Total Receipts	1000.00		0.00	1000.00	1000.00	0.00
PAYMENTS						
Major Assets maintenance	0.00	14720.00	1000.00	0.00	15720.00	0.00
	-----		-----	-----	-----	-----
	--		----	----	----	----
Total Payments	0.00		1000.00	0.00	15720.00	0.00
Closing Balance:	14720.00		1000.00	15720.00	0.00	0.00
=====						
Summary of all accounts						
Opening Balance	79737.49		43332.68	80258.34	80258.34	38444.34
Receipts	99680.38		85790.00	84188.69	87472.00	14411.00
aPayments	99159.53		108144.50	62695.90	129286.00	113275.50
Closing Balance:	80258.34		20978.18	101751.13	38444.34	60420.16
=====						
BANK RECONCILLIATION						
Balance of General Account	56808.46			79014.23	--	
Balance of Car Park Account	5903.48		--	3191.94	--	
Balance of Changing Rms. Op. Ac.	2826.40		--	3824.96	--	
Balance of Maint. Fund	14720.00		--	15720.00	--	
Balance of Neighbourhood Plan Account	0.00		--	0.00	--	
Total:	80258.34		--	101,751.13	--	

<i>Made up of:</i>						
Investment Account	15,061.7 6		--	15,081. 65	--	
Business Reserve Account	60,640.1 4		--	80,648. 72	--	
Current Account	4,556.44		--	6,020.7 6	--	
Total:	80,258.3 4		--	101,75 1.13	--	
<i>Deficit on General Account</i>						62550. 04
<i>Deficit on Recreation Ground Account</i>						- 2526.4 0
<i>Deficit on Car Parks Account</i>						396.52
<i>Deficit on Neighbourhood Plan Account</i>						0.00
<i>Deficit on Maintenance Fund</i>						0.00
						60420. 16
					Total	
						21079. 84
						81500. 00
						6.54
% increase						

Agenda Item 19 Correspondence – November 2017

(not mentioned elsewhere in the agenda papers)

SDC = Sedgemoor District Council

SCC = Somerset County Council

Outside Bodies

- Avon and Somerset Constabulary: Local Crime Report
- Community Council for Somerset – vacancies
- Clerks and Councils Direct – magazine
- Cluster Group – agenda - 30th November 2017
- National Association of Local Councils – Larger councils update
- National Association of Civic Officers – training event
- Somerset Association of Local Councils – AGM and area meetings on 28th October 2017 – agenda papers and supporting information.
- Society of Local Council Clerks – Magazine and updates/survey

Planning

- North Somerset Council – various consultation
- Various – Sedgemoor Local Plan and examination hearings
- Virtual names – renewal due
- Neighbourhood Plan group- minutes and updates
- SDC – Public Drop in Sessions – Hinkley Point A and Careers Event
- SDC - Submission of Burnham and Highbridge Area Neighbourhood Plan
- Hinkley B Community newsletter and drop-in sessions
- SDC – enforcement update -Land to the South of Redstacks
- Weekly applications and decisions and reports to the development committee

Administration and Finance

- SDC – Press release re grant fund -applications welcome for PCC's Community Action Fund and Hinkley Fund and Lottery Funding options for groups and Community Health grants
- SDC – no election requested – now need to consider co-option
- Smaller Authorities Audit Appointments Ltd - Notification of external auditor appointments for the 2017-18 financial year
- Contractors/organisations – public liability certificate
- Residents – broadband speed
- Resident – school transport
- Individual – use of community stall
- Individuals – broadband speeds
- Society of Local Council Clerks – newsletter (business rates discretion for public conveniences will not be proceeding)
- Zurich - Incident – Public Conveniences
- Somerset Association of Local Councils – advise on complaints procedure
- Zurich – Risk Management Seminars and Local Council Advisory Service
- Somerset Sight – press release information
- PSMA – changes to licence
- Various newsletters – Mozy, Biffaward and Devon County Council Pension Lines

Leisure and Recreation

- ROSPA – play area inspections
- Somerset Arts - Public Lectures at University Centre Somerset
- What's on Bristol and Weston Magazine
- Somerset Art Works – news and events
- RPM Bike Trials Display Team – can book for local events
- Product Information: Alvian Ltd, HAGS (curved arch to swing from – called Cheddar Gorge), Creative Play, Glasdon KOMPAN, Playforce, Realise Futures Eco Furniture, Web@noticeboardcompany and Wicksteed

Highways

- Somerset Highways: Fennel Lane (cut back, gullies to be checked), Yellow lining – Old Church Road and loose bricks in the Square
- SDC – Road Closure application for Father Christmas Night – advised on objections
- SDC – Horse Chestnut Trees
- SCC – Winter Service leaflet and Salt Bag Collection
- Parking services – views sought on parking restrictions
- Various – bollards
- Various – Axbridge to Cross footpath
- Parking data and research – update car park information
- Resident – 20mph speed limits signs on the ground in need of re-painting
- Product – JACs LTD – Village gateways and Reece Safety (grit bins) and Messagemakers display – speed signs.

Cemetery, Allotments and Open Spaces

- SDC – free bulbs (have requested)
- Local Councils – cemetery fees information and request for our fees
- Individuals
- Products - Plantscape

Facilities Advisory Group

- SDC – Open Space Notice, Chestnut Avenue

Greens

- Somerset Waste – monthly briefings and recycle and waste collection dates over holiday period and information on those chipping Christmas trees for good causes
- Countryside Alliance Awards – nominations sought by 13 November
- CSE Community Energy Update
- Mendip Hills newsletter, events and activities and British Blade Shearing Record set
- RegenSW – Community energy update
- Parliamentary Boundary Review 2018 - Revised proposals
- Rural Services Network and Rural Vulnerability Service (inc rural broadband)

General Correspondence

- SDC press releases: Get the Flu jab; - Avon and Somerset Constabulary: HMICFRS Peel Efficiency Report – Avon and Somerset is “good”
- PSC UK – Defibrillator
- Chief Fire Officer – Dorset and Somerset Fire & Rescue Service Draft Integrated Risk Management Plan (2018-2022) Consultation www.dsfire.gov.uk/consultation
- Weekly updates from Local MP
- Somerset Rivers Authority - Half Year Progress Report 2017-18. You can also read it online at <http://www.somsetriversauthority.org.uk/flood-risk-work/sra-half-year-progress-report-2017-18/>
- Updates from St Margaret Hospice

DIARY DATES

Axbridge Town Council meetings – Members only
(except Council and Committee meetings and Civic Events)

Date	Meeting	Time	Venue
Monday 20 th Nov	Council	7.30pm	Town Hall
Mon 27 th Nov (TBC)	Leisure and Recreation	6.30pm	Town Hall
Monday 4 th Dec	Personnel and Protocol	6.45pm	Town Hall
	Planning and Licences Committee (if needed)	7.15pm	Town Hall
	Highways	8.00pm	Town Hall
TBC	Cemetery, Allotments and Open Spaces	8.00pm	43 Old Church Road
Sunday 3 rd Dec	Deadline for agenda items for Council		
Monday 4 th Dec	Administration and Finance Advisory Group	7.30pm	Mornington House

Monday 11 th Dec	Planning and Licences (if needed) Council	6.45pm 7.30pm	Town Hall Town Hall
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Thurs 30 Nov	Cluster Group – North East	Mark Church Hall
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