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BS26 2AP

4 December 2024

A MEETING OF AXBRIDGE TOWN COUNCIL WILL BE HELD ON MONDAY 9 DECEMBER 2024 AT 7.30PM IN AXBRIDGE TOWN HALL.

MEMBERS OF THE COUNCIL ARE HEREBY SUMMONED TO ATTEND.

Members of the public are welcome to attend. Please note should you wish to comment on a planning application please do so directly to Somerset Council as the planning authority, with a copy to the Town Council for information.

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MRS V L BRICE, TOWN CLERK

AGENDA

1. Apologies for absence – to receive apologies and approve reasons for apologies, if appropriate, to note recent vacancy and co-option arrangements
2. Draft Minutes of the Council meeting held on 11 November 2024 (attached) - to approve as a correct record
3. Declarations of Interest and to consider application(s) for dispensations
4. Public Participation
5. Reports from Police and Somerset Councillor(s)
6. Written reports from members representing outside bodies and attending meetings on behalf of the Council
7. Vacancy – to note Councillor Vacancy and process
8. Planning
 - 8.1 Draft Minutes of the Planning and Licences Committee meeting held on 11 November 2024 (attached)
 - 8.2 Houlgate Way – any update
 - 8.3 Planning applications

TO CONSIDER AND RESPOND TO SOMERSET COUNCIL ON THE FOLLOWING APPLICATION:

Planning application number: 02/24/00027/EF

Proposal: Demolition of conservatory and erection of a two storey extension to the rear and a single storey extension to the side

Location: 16 Parkfield Road, Axbridge, Somerset, BS26 2DD

[Please click here to view this planning application on Somerset Planning North: Planning Online website](#)

APPLICATION DOCUMENTS ARE AVAILABLE FOR INSPECTION ONLINE at https://sdc.somerset.gov.uk/planning_online. CONTACT THE TOWN CLERK FOR ASSISTANCE IN ACCESSING THE PLANS.

9. Administration and Finance
 - 9.1 Report of the Group – December 2024 (to follow)
 - 9.2 Grant – Christmas Trees and Lights
 - 9.3 The Ancient and Honourable Guild of Town Criers – membership renewal
 - 9.4 Remembrance Day Wreath and Donation
 - 9.5 Website – update
 - 9.6 Code of Conduct – to consider adopting updated Code (attached)
 - 9.7 Accessibility Statement – to consider adopting revised statement (attached)
 - 9.8 Privacy Policy – to consider adopting revised Policy (to follow)
 - 9.9 Community Table
 - 9.10 Monthly Financial Report (attached)
10. Highways
 - 10.1 Report of the Chairman of the Highways Advisory Group (attached)
 - 10.2 Townsend
 - 10.3 Highways matters – to report any urgent matters
11. Cemeteries, Allotments and Open Spaces Advisory Group
 - 11.1 Report of the Cemetery, Allotments and Open Spaces Group Nov 2024 (attached)
 - 11.2 Cemetery – Layout of Garden of Remembrance area – any update
 - 11.3 Allotments (plots 10A and 10B) – update on works
 - 11.4 Open Spaces matters – to report any urgent matters
12. Leisure and Recreation (to include Changing Rooms)
 - 12.1 Report of the Leisure and Recreation Group – December 2024 (attached)
 - 12.2 Play Area and Public Conveniences Logs
 - 12.3 Cleaning of public conveniences
 - 12.4 To consider an additional handrail in the public conveniences – disabled cubicle
 - 12.5 Recreation Field
 - 12.6 Siting of Container
 - 12.7 Dog Bin – Knightstone Close
 - 12.8 Changing Rooms showers
 - 12.9 Signage on the changing rooms
 - 12.10 Town Maintenance Report
13. Personnel and Protocol
 - 13.1 Draft minutes of the Personnel and Protocol Committee – verbal update on meeting held on 9 December 2024
14. Strategic Planning Advisory Group
 - 14.1 Report of the Strategic Planning Advisory Group (attached)

14.2 Axbridge Methodist Church – update on meeting

- 15 General Correspondence, Consultation and Diary Dates (attached) to include Boundary Commission Review, Hybrid Meetings Consultation and Somerset Validation Consultation
- 16 Exclusion of Press and Public – to consider the following resolution “that, in view of the special nature of the business about to be transacted which contains personal information about individuals, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw”
- 17 Personnel and Protocol
 - 17.1 Confidential Item: Civic Award and Young Person’s Award Nominees – to consider recommendation(s) from the Personnel and Protocol Committee

cc: Somerset Councillors, police and press representatives