



Clerk: Mrs V L Brice  
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Axbridge Town Council  
The Council Office  
Church Rooms  
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The Square  
Axbridge  
BS26 2AP

3 July 2024

**A MEETING OF AXBRIDGE TOWN COUNCIL WILL BE HELD ON MONDAY 8 JULY 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.

V L Brice

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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.
2. Draft Minutes of the Council meeting held on 10 June 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 (to include beat surgeries) and Somerset Councillor(s)
6. Written reports from members representing outside bodies and attending meetings on behalf of the Council
7. Planning
  - 7.1 Report of the Chairman – any update
  - 7.2 Houlgate Way – update
  - 7.3 Biodiversity - update
8. Administration and Finance
  - 8.1 Report of the Group – July 2024 (to follow)
  - 8.2 1<sup>st</sup> Quarter Report – Receipts and Payments to 30 June 2024 (attached)
  - 8.3 External audit – any update
  - 8.4 New bank accounts – update and any necessary action
  - 8.5 Annual Report (previously circulated to members)

- 8.6 Community Table
- 8.7 Monthly Financial Report (attached)
- 9. Highways
  - 9.1 Report of the Highways Advisory Group – June 2024 (attached)
  - 9.2 Cold Weather Policy – to consider minor changes (attached)
  - 9.3 Signage – Gateway signs; various car park signs, car parks; Dogs on Leads and Allotment parking
  - 9.4 The Square – parking and associated matters
  - 9.5 Speed Indicator Devices
  - 9.6 Dog bin – Strawberry Line
  - 9.7 Commercial Waste Bin
  - 9.8 Highways matters – to report any urgent matters
- 10. Cemeteries, Allotments and Open Spaces Advisory Group
  - 10.1 Report of the Cemetery, Allotments and Open Spaces Group (attached)
  - 10.2 Remit – to consider minor revisions (attached)
  - 10.3 Allotment plots 10A and 10B – future work and plans
  - 10.4 Trees at the allotments
  - 10.5 Allotment deposits – to consider changes to deposit charges
  - 10.6 Open Spaces matters – to report any urgent matters
- 11. Leisure and Recreation (to include Changing Rooms)
  - 11.1 Report of the Leisure and Recreation Group (attached)
  - 11.2 Play Area and Public Conveniences Logs
  - 11.3 Fixed wiring – Changing Rooms & Public Conveniences – to consider quotes
  - 11.4 Town Maintenance Report
- 12. Personnel and Protocol
  - 12.1 Draft minutes of the Personnel and Protocol Committee – 24 June 2024 (attached)
  - 12.2 Dress Code Policy – to consider revision (attached)
  - 12.3 Somerset Chairman’s Community Award – to ratify nomination
  - 12.4 School visit and Risk Assessment
- 13. Strategic Planning Advisory Group
  - 13.1 Report of the Strategic Planning Advisory Group (attached)
  - 13.2 Axbridge Children’s Centre – land option
  - 13.3 Axbridge Methodist Church - future
- 16 General Correspondence, Consultation and Diary Dates (attached)
- 17 Exclusion of Press and Public – to consider the following resolution “that, in view of the special/contractual nature of the business about to be transacted which contains personal/confidential information, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw”
- 18 Leisure and Recreation
  - 18.1 Confidential Item: Recreation Field – update and way forward  
cc: Somerset Councillors, police and press representatives