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Axbridge Town Council
The Council Office
Church Rooms
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Axbridge
BS26 2AP

7 August 2024

A MEETING OF AXBRIDGE TOWN COUNCIL WILL BE HELD ON MONDAY 12 AUGUST 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 8 July 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. Planning
 - 7.1 Minutes of the Planning and Licences Committee meeting held on 10 June 2024 and Draft minutes of the Planning and Licences Committee meeting held on 22 July 2024 (attached)
 - 7.2 Houlgate Way – update
 - 7.3 Planning application

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

Planning application number: 02/24/00010/JMS

Proposal: Installation of a free- standing barrel sauna and the retrospective installation of a timber retaining wall

Location: 7 Hillside, Axbridge, Somerset, BS26 2AN

[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.

8. Administration and Finance

- 8.1 Report of the Group – August 2024 (to follow)
- 8.2 External audit – any update
- 8.3 Monthly internal audit
- 8.4 Unity Bank Application update and agreement to give the clerk authority to arrange transfer of funds as necessary to and from the Lloyds accounts.
- 8.5 VAT refund from the use of sports facilities on the recreation field - to agree to ring-fence for expenditure on footballing facilities
- 8.6 Delegation Scheme for Clerk (attached)
- 8.7 Risk Assessment and Management Document – to approve (attached)
- 8.8 Website – to seek quotes for new website and delegate the acceptance of a quote and associated works to the Clerk in consultation with the group (set amount)
- 8.9 Heritage Trail grant request
- 8.10 Community Table
- 8.11 Monthly Financial Report (attached) – to include payment to new account

9. Highways

- 9.1 Report of the Highways Advisory Group – July 2024 (attached)
- 9.2 Signage – Gateway signs
- 9.3 Chapter 8 training - cost
- 9.4 The Square – parking, lining and associated matters
- 9.5 Speed Indicator Devices
- 9.6 Dog bin – Strawberry Line – any update
- 9.7 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 – July 2024 (attached)
- 10.2 Allotment plots 10A and 10B – future work and plans
- 10.3 Trees at the allotments
- 10.4 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 Remit – to consider revisions (attached)
- 11.3 Various signs – dog signs, shelter and swing (attached)
- 11.4 Report of the meeting with the football clubs (attached)
- 11.5 Changing Rooms invoice for 2023-24 season
- 11.6 Security of tenure – football use
- 11.7 To agree two posts on furlong – to secure cricket nets
- 11.8 Play Area and Public Conveniences Logs
- 11.9 Town Maintenance Report

12. Personnel and Protocol
 - 12.1 Draft minutes of the Personnel and Protocol Committee – 22 July 2024 (attached)
 - 12.2 Handbells – to agree quote and repair

13. Strategic Planning Advisory Group
 - 13.1 Report of the Strategic Planning Advisory Group – verbal update
 - 13.2 Axbridge Town Council Vision, Mission, Values and Strategic Objectives – to consider any changes
 - 13.3 Axbridge Children’s Centre – land option
 - 13.4 Axbridge Methodist Church – future
 - 13.5 Electric Charging points

- 14 General Correspondence, Consultation and Diary Dates (attached) including National Planning Policy Framework

- 15 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”

- 16 Leisure and Recreation
 - 16.1 Confidential Item: Recreation Field – update and way forward

cc: Somerset Councillors, police and press representatives