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5 February 2025

**A MEETING OF AXBRIDGE TOWN COUNCIL WILL BE HELD ON MONDAY 10 FEBRUARY 2025 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 13 January 2025 (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. Committee and Group membership
8. Planning
  - 8.1 Houlgate Way – any update
9. Administration and Finance
  - 9.1 Report of the Group – February 2025 (attached)
  - 9.2 Monthly Internal Audits - report
  - 9.3 Policy 14 – Cash Management – to consider revisions (attached)
  - 9.4 Appointment of Independent Internal Auditor
  - 9.5 Bin Emptying contract

- 9.6 Website – update
  - 9.7 Community Table
  - 9.8 Monthly Financial Report (attached)
10. Highways
    - 10.1 Report of the Highways Advisory Group – January 2025 (to follow)
    - 10.2 Speed Indicator Devices
    - 10.3 Somerset Bus Partnership – agree donation
    - 10.4 Highways Improvements
    - 10.5 Highways matters – to report any urgent matters
  11. Cemeteries, Allotments and Open Spaces Advisory Group
    - 11.1 Report of the Chairman of the Cemetery, Allotments and Open Spaces Group – January 2025 (attached)
    - 11.2 Cemetery site meeting
    - 11.3 Memorial bench at Cemetery
    - 11.4 Open Spaces matters – to report any urgent matters
  12. Leisure and Recreation (to include Changing Rooms)
    - 12.1 Report of the Chairman of the Leisure and Recreation Group – Jan 2025 (attached)
    - 12.2 Play Area and Public Conveniences Logs
    - 12.3 Public Toilets – Contract to Clean (financial details in confidential session)
      - Wallgate Service Contract
      - Disabled toilet refurbishment including new hand-drier
    - 12.4 Public conveniences to include disabled toilet works
    - 12.5 Furlong discussions
    - 12.6 Recreation Field – to include change of use planning application, tree works and new dog bin
    - 12.7 Town Maintenance Report
  13. Personnel and Protocol
    - 13.1 Draft minutes of the Personnel and Protocol Committee held on 27 January 2025 (to follow)
    - 13.2 Civic Service
  14. Strategic Planning Advisory Group
    - 14.1 Report of the Strategic Planning Advisory Group – 27 January 2025 (attached)
    - 14.2 Confirmation of New Mayor’s Robes
    - 14.3 Green Verges
  15. General Correspondence, Consultation and Diary Dates (to follow) including Automatic Fire Alarm consultation
  - 16 Exclusion of Press and Public – to consider the following resolution “that, in view of the confidential nature of the business about to be transacted which contains contractual information, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw”
  - 17 Leisure and Recreation Advisory Group
    - 17.1 Confidential Item: Details of Cleaning of Public Conveniences contact

cc: Somerset Councillors, police and press representatives