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5 March 2025

A MEETING OF AXBRIDGE TOWN COUNCIL WILL BE HELD ON MONDAY 10 MARCH 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.

Vicky Brice
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 10 February 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 Draft Minutes of the Planning and Licences Committee meeting held on 24 February 2025 (attached)
 - 8.2 Houlgate Way – any update
 - 8.3 Land to the south of Orchard Road
 - 8.4 Planning application 02/25/00006/GNN Townsend Farm – to determine if prior approval is required for a proposed change of use of agricultural buildings to 2 No. dwellinghouses - clarification of application

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

8.5 Planning application:

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

Planning application number: 02/25/ 00008/JMS

Proposal: Erection of 1no. self-build dwellinghouse.

Location: Land to the North of, Starrs Close, Axbridge, Somerset, BS26

[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 – March 2025 (to follow)
- 9.2 Open Spaces contract(s) - to consider process to award contract(s)
- 9.3 Policy for Reviewing Standing Orders and Revised Index for Policies (appendix D within standing orders) (attached)
- 9.4 Asset Register
- 9.5 Website flyer
- 9.6 Laptop – Assistant Clerk
- 9.7 Community Table
- 9.8 Monthly Financial Report (attached)

10. Highways

- 10.1 Report of the Highways Advisory Group – February 2025 (attached)
- 10.2 A38 improvements at Cross – (presentation attached)
- 10.3 Land to the rear of Starrs Close leading to Houlgate Way
- 10.4 Speed Indicator Devices
- 10.5 Highways Improvements
- 10.6 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 – February 2025 (attached)
- 11.2 Foundation bases - increase in cost
- 11.3 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 – February 2025 (attached)
- 12.2 Play Area and Public Conveniences Logs
- 12.3 Public Conveniences– contracts and associated matters
- 12.4 Furlong discussions
- 12.5 Recreation Field – update to include tree works, gate and new dog bin
- 12.6 Town Maintenance Report

13. Personnel and Protocol

- 13.1 Draft minutes of the Personnel and Protocol Committee held on 24 February 2025 (attached)
- 13.2 Mayors Banquet
- 13.3 Civic Service review and to consider donations
- 13.4 Mace bearer hat
- 14. Strategic Planning Advisory Group
 - 14.1 Green Verges
 - 14.2 Additional land Moorland Street Carpark – option to purchase
- 15. Filming in Axbridge
- 16. Nomination of Mayor and Deputy Mayor 2025/26
- 17. General Correspondence, Consultation and Diary Dates (to follow)
- 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: Public Conveniences contracts and associated matters

cc: Somerset Councillors, police and press representatives