



OTTERY ST MARY TOWN COUNCIL

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Dear Councillors

I hereby give you notice that the **Ordinary Meeting of Ottery St Mary Town Council** will be held at the **COUNCIL OFFICES, 8 BROAD STREET, EX11 1BZ** on **MONDAY 6TH FEBRUARY 2023 AT 7.00PM**

All members of the Council are hereby summoned to consider the matters detailed on the Agenda below

Yours faithfully

Kerry Kennell

Kerry Kennell

Chief Executive Officer

1st February 2023

The meeting is open to the press and public. Attendees are requested to wear suitable clothing as the room will be ventilated with open windows/door; not to attend if they are suffering from any covid symptoms or have tested positive for covid.

INFORMATION FOR MEMBERS OF THE PUBLIC/PRESS:

The law requires that public access is possible and not restricted, unless in the case of an agreed confidential session.

1. If you wish to comment on an item on this agenda (but don't wish to speak at the meeting) please submit this in writing by **12 noon Friday 3rd February 2023**. This will be read out under public participation for members to consider.
2. For members of the public/press that wish to speak at the meeting, under public participation, please raise your hand and wait for the Mayor to prompt you.
3. For those who have no visual access to the meeting, Members will state their name before speaking and voting.
4. For those who are unable to hear, the agendas and the minutes of the meeting will be available on the Council's website.

Note: Under the Openness of Local Government Bodies Regulations 2014, any members of the public are allowed to take photographs, film and audio record the proceedings and report on all public meetings (including on social media). If you are recording the meeting, you are asked to act in a reasonable manner and not disrupt the conduct of meetings for example by using intrusive lighting, flash photography or asking people to repeat statements for the benefit of the recording. You may not make an oral commentary during the meeting. The Mayor has the power to control public recording and/or reporting so it does not disrupt the meeting

Mobile Phones, Pagers and Similar Devices – All persons attending this meeting are required to turn off Mobile Phones, Pagers and Similar Devices. The Mayor may approve an exception to this request in special circumstances

A G E N D A

1. To receive apologies for absence

2. To receive Declarations of interest for items on the Agenda and receipt of requests for new Disclosable Pecuniary Interests (DPIs) dispensations for items on the Agenda
3. In consideration of the Public Bodies (Admission to Meetings) Act 1960 (publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted): to agree any items to be dealt with after the public and press have been excluded
4. Alan Burrows from South West Water to discuss sewage discharges into the River Otter
5. To allow members of the public present to submit questions/comments for consideration *Individual contributions will be limited to 3 minutes*
6. Report from visiting Police and opportunity for councillors to raise questions
7. To receive the Minutes of the Meetings of the Town Council of 9th January 2023 (minute refs 23/01/01 – 23/01/28) and to approve the signing of the Minutes by the Mayor as a correct record
8. To receive Reports from EDDC and DCC Councillors
9. Planning Committee: To note the Minutes of the Planning Committee Meeting of 16th January 2023 (minute refs P23/01/01 - P23/01/10)
10. Station Hub Committee
 - a. To note the Minutes of the Station Hub Committee Meeting of 16th January 2023 (minute refs SH23/01/01 – SH23/01/14)
 - b. To consider (and approve if appropriate) recommendations from the Committee
11. S106: Update and approval of any recommendations or pertinent matters (to be a regular agenda item)
12. Property and Land Committee
 - a. To note the Minutes of the Property and Land Committee of 26th January 2023 (minute refs PL23/01/01 - PL23/01/15)
 - b. To consider (and approve if appropriate) recommendations from the Committee
13. Human Resources Committee
 - a. To note the Minutes of the Human Resources Committee of 30th January 2023 (minute refs HR23/01/01 – HR23/01/07)
 - b. To consider (and approve if appropriate) recommendations from the Committee
14. Consideration of requirements in respect of a child's grave
15. Regeneration and Climate Action Committee: To receive an update
16. Confirmation of decisions made under the Scheme of Delegation
17. Financial Matters:

- a. To consider and approve the January 2023 Council Schedule of Payments
 - b. To consider and approve the Quarter 3 (Sept-Dec 22) accounts
18. Tourism Working Group: Update and approval of any recommendations or pertinent matters
 19. To consider and approve (if appropriate) Shop Front Grant applications received
 20. To consider and approve (if appropriate) improving safety road markings outside of The King's School
 21. To receive an update regarding offering a warm space during the winter to members of the parish and make any decisions relating to this (if appropriate)
 22. To consider request from a parishioner regarding the installation of a new historical information sign in Tipton St John
 23. To approve date for Annual Meeting of Ottery St Mary Town Council
 24. To approve date and location for Annual Parish Meeting
 25. To consider and approve (if appropriate) response to Levelling Up and Regeneration Bill consultation
 26. To receive feedback regarding Special Meeting of the Twinning Association and to consider and approve (if appropriate) next steps
 27. To consider and approve (if appropriate) item relating to the cleaner
 28. To consider Report from the Mayor
 29. Report from the CEO
 30. To note any specific correspondence received
 31. To note any reports previously e-mailed by Councillors of Meetings attended
 32. Councillors Questions on Councillors Business

Date of the next meeting: Monday 6th March 2023 at 7pm – Council Offices, 8 Broad Street, Ottery St Mary