

OTTERY ST MARY TOWN COUNCIL

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Dear Councillors

I hereby give you notice that an **Ordinary Meeting of Ottery St Mary Town Council** will be held at the **STATION COMMUNITY HUB, EX11 1AH** on **MONDAY 7TH MARCH 2022 AT 7.00PM**

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

Yours faithfully

K Kennell

Kerry Kennell

Deputy Chief Executive Officer

1st March 2022

The meeting is open to the press and public. Attendees are requested to wear a face mask until seated; to wear warm 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 4th March 2022**. 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 Councils 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. To allow members of the public present to submit questions/comments for consideration *Individual contributions will be limited to 3 minutes*
5. To receive the Minutes of the Ordinary Meeting of the Town Council of 7th February 2022 (minute refs 22/02/01 – 22/02/35), and to approve the signing of the Minutes by the Mayor as a correct record
6. Planning Committee Issues:
 - a) To note the Minutes of the Planning Committee Meeting of 15th February 2022 (minute refs P22/02/01 – P22/02/09)
 - b) To consider and determine observations on the following Planning Applications:

| Reference | Applicant | Details |
|-------------|---|--|
| 22/0294/FUL | Stuart Woodward 73 Thorne Farm Way Ottery St Mary EX11 1GU | Construction of single storey rear and side extensions |
| 22/0312/FUL | Mr and Mrs Dicks 11 Coleridge Road Ottery St Mary EX11 1TD | Two storey side extension |

7. Regeneration and Climate Action Committee Issues:
 - a) To note the minutes of the Regeneration and Climate Action Committee Meeting of 17th February 2022 (minute refs RCA22/02/01 - RCA22/02/13).
 - b) To approve (if appropriate) any recommendations from the Regeneration and Climate Action Committee Meeting
8. Finance Committee Issues:
 - a) To note the minutes of the Finance Committee Meeting on 24th February 2022 (minute refs F22/02/01 - F22/02/08)
 - b) To approve (if appropriate) any recommendations from the Finance Committee Meeting (including the recommendations in respect of the grant applications)
9. Station Community Hub Committee Issues:
 - a) Meeting of 28th February 2022 (minute refs OH22/02/01 - OH22/02/10)

- b) To approve (if appropriate) any recommendations from the Station Community Hub Committee including the signing of the agreement with SPACE
10. S106:
- a) Update and approval of any recommendations or pertinent matters (to be a regular agenda item)
 - b) To consider proposals, and approve (if appropriate) a consultant to progress MUGA project at Strawberry Lane
11. To receive Reports from EDDC and DCC Councillors
12. Police matters
13. Confirmation of decisions made under the Scheme of Delegation
14. Financial Matters: To consider and approve the February 2022 Council Schedule of Payments
15. Tourism Working Group- Update and approval of any recommendations or pertinent matters
16. Local Plan Working Group - to approve the membership of the group; consideration of updates and approval of any recommendations (if appropriate)
17. Property Matters:
- a) Further consideration of the proposed transfer of parking spaces (behind Victoria Terrace) to the Council following a meeting with EDDC`s Andrew Ennis (Service Lead for Environmental Health and Car Parks) and to approve a course of action regarding the proposed transfer
 - b) Consideration of making an approach to landowner re the Council acquiring the land at the front of the Council Offices
 - c) Noting the decision of the Allotment Committee re the proposed removal of the shed on Plot 57
 - d) To approve the cost of a new roller blind in Office 2
 - e) To consider and approve (if appropriate) rescission of motions 22/01/06A & 22/02/11C to use Rock Compliance for legionella testing
 - f) To consider and approve (if appropriate) appointing Valens Water to carry out all legionella risk assessments (where necessary) for the Council property portfolio
18. Consideration of DCC`s Scheme to allow 20mph restrictions in local communities and to approve (if appropriate) a proposed scheme for Ottery working in conjunction with the Local Member
19. EDDC`s Consultation on its Members Code of Conduct - the Council to consider and approve (if appropriate) sending a formal response and/or individual councillors completing an on-line form before the closing date (14th March)
20. To approve an additional amount payable by the Council to the Local Council Consultancy in relation to the rescission of the Strategic Plan
21. To confirm Councillor e-mail address requirements

22. To consider (and approve if appropriate) a response to the Boundary Commission second consultation on its proposals for new parliamentary constituencies as part of the 2023 Boundary Review.
23. Report from the Mayor
24. Report from the CEO/Deputy CEO
25. Consideration of proposed 2022 Town Council events (in the light of on-going Covid concerns) and to make decisions accordingly
26. Queen's Platinum Jubilee
 - a) Working Group – Update and approval of any recommendations or pertinent matters
 - b) Approval (if appropriate) of an offer from Rotary for three trees to commemorate the Platinum Jubilee and to approve a location for the trees
27. To consider and approve (if appropriate) quotations for the Rialtas Cemetery add-on module and Pear digitalised cemetery mapping
28. To consider and approve (if appropriate) an additional waste/dog bin at Tipton St John
29. To consider and note correspondence from Ottery in Bloom and to approve (if appropriate) the planting of the new planters in Ottery St Mary by volunteers in the first instance or if this is not feasible to source a contractor (if the latter – quotations to be sought)
29. To note any specific correspondence received
30. To note any reports previously e-mailed by Councillors of Meetings attended
31. Councillors Questions on Councillors Business

Date of the next meeting: Monday 4th April 2022 at 7pm - location to be confirmed