



**OTTERY ST MARY TOWN COUNCIL**

Council Offices, The Old Convent, 8 Broad Street,

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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 9<sup>TH</sup> JANUARY 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**

4<sup>th</sup> January 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 6<sup>th</sup> January 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. To allow members of the public present to submit questions/comments for consideration *Individual contributions will be limited to 3 minutes*
5. Report from visiting Police and opportunity for councillors to raise questions
6. To receive the Minutes of the Meetings of the Town Council of 5<sup>th</sup> December 2022 (minute refs 22/12/01 – 22/12/25) and to approve the signing of the Minutes by the Mayor as a correct record
7. To receive Reports from EDDC and DCC Councillors
8. To consider a response from the Council regarding the East Devon Local Plan Consultation
9. Planning Committee:
  - a. To note the Minutes of the Planning Committee Meeting of 6<sup>th</sup> December 2022 (minute refs P22/12/01 - P22/12/10) and 15<sup>th</sup> December 2022 (minute refs P22/12/11 - P22/12/20)
  - b. To consider and determine observations on the following Planning Application

Reference	Applicant	Details
22/2151/LBC	Rupert Thistlethwayte Cadhay House Cadhay Ottery St Mary EX11 1QT	Renewing roof on west range of Cadhay House

10. S106: Update and approval of any recommendations or pertinent matters (to be a regular agenda item)
11. Regeneration and Climate Action Committee
  - a. To note the Minutes of the Regeneration and Climate Action Committee of 4<sup>th</sup> January 2023 (minute refs RCA23/01/01 – RCA23/01/11)
  - b. To consider (and approve if appropriate) recommendations from the Committee
12. To consider request from a parishioner regarding the installation of a new historical information sign in Tipton St John
13. Confirmation of decisions made under the Scheme of Delegation
14. Financial Matters:
  - a. To consider and approve the December 2022 Council Schedule of Payments

- b. To consider and approve the Quarter 3 (Sept-Dec 22) accounts
- 15. 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)
- 16. Christmas 2023:
  - a. To consider request from the Library to be included in the Christmas lights for 2023/24
  - b. To approve spending up to £500 on replacement decorations for the Christmas Tree in front of the Library following recommendations from Otter Nurseries regarding the number of decorations required
- 17. Tourism Working Group: Update and approval of any recommendations or pertinent matters
- 18. To consider and approve (if appropriate) Shop Front Grant applications received
- 19. To consider and approve (if appropriate) resubmitting an application for a 20mph zone in Ottery St Mary
- 20. To consider and make a decision (if appropriate) regarding councillor vacancy and to invite an additional councillor to join the Station Hub Committee
- 21. To receive an update regarding the Twinning Association and to seek a volunteer Chairperson for the Special Meeting being held on 2 February to discuss 'The Future of Twinning in Ottery'
- 22. To consider and make a decision (if appropriate) regarding request from Exeter Community Energy for £600 from the Town Council for 6 clinics to provide energy advice and support clinics
- 23. To discuss the January Ottery Gazette article from Coleridge Medical Centre and to consider whether there is anything that the Council can do to support the medical centre.
- 24. To consider Report from the Mayor
- 25. Report from the CEO
- 26. To note any specific correspondence received
- 27. To note any reports previously e-mailed by Councillors of Meetings attended
- 28. Councillors Questions on Councillors Business

**Date of the next meeting: Monday 6<sup>th</sup> February 2023 at 7pm – Council Offices, 8 Broad Street, Ottery St Mary**