

OTTERY ST MARY TOWN COUNCIL

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THIS MEETING IS OPEN TO THE PUBLIC AND PRESS
who are welcome to attend as observers
20 seats only, are available to the public on a first-come, first-served basis

29th May 2018

To: **The Mayor and Members of Ottery St Mary Town Council**

Dear Councillors

A Meeting of Ottery St Mary Town Council to which you are summoned, will be held at the Council Chamber, The Old Convent, 8 Broad Street, Ottery St Mary on **MONDAY 4TH JUNE 2018 at 7.00pm** to consider the matters detailed on the Agenda below

Yours faithfully

A handwritten signature in black ink, appearing to read 'Christine McIntyre', written in a cursive style.

Christine McIntyre
Town Clerk

Note: This meeting is being audio recorded by the Council and the recording will subsequently be available for public listening on request. 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.

The Council Prayer

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 **Full Council Meeting of 8th May 2018** (*minute refs 18/05/01 – 18/05/38*), and to approve the signing of the Minutes by the Mayor as a correct record
6. To receive Reports from EDDC and DCC Councillors

7. Consideration of the new General Data Protection Regulation (GDPR) (Regulation (EU) 2016/679), approval of the draft documents and consideration of the provision of a Data Protection Officer

8. To receive the Police Report and to consider information about the Devon & Cornwall Police and Crime Commissioner's Small Grant Scheme 2018

9. To consider the listing of various properties as Community Assets and an update as to the listing of the Hospital

10. Websites

- Consideration of further support from Vision ICT re the Town Council's website
- Update re the Information Centre's website and approval of website hosting costs

11. Consideration of request to hire gazebos out of the parish

12. Consideration of request to purchase 'Silent Soldiers'

13. To consider the status of Parishes Together meetings and an update on a proposed revised scheme 'Communities Together'

14. To consider (and approve) a request for the Council to incur additional costs for street lighting in Alfington

15. Local Council Award Scheme : To approve the following documents to qualify for the Award Scheme –

- a policy for Community Engagement
- an Annual Report
- and a 12 month Council Action Plan,

and (if applicable) to resolve that the Council meets the criteria of both the Foundation and Quality Awards

16. Neighbourhood Plan Update and consideration of any additional costs to incur re the Referendum etc

17. OSM Regeneration Project Working Group – Update/Report by Chair of the Working Group

18. Property Matters

- Library Update
- Cemetery issues
- Update on the Old Town Hall lease of the former disabled toilet
- Update on the proposed Licence for the Cleaner's cupboard
- Approval for the Council's authorised signatories to sign the lease on behalf of the Town Council (of the former Library/Print Shop to the Heritage Society)
- Update re the provision of a gate at the front of the Old Town Hall
- Update on the sale of St Saviour's Land and approval for the Council's authorised signatories to sign the Transfer of Sale on behalf of the Town Council
- Update on hatch for Clerk's Office
- Consideration of request for bench outside of Sainsburys
- Consideration of suggestion by Rotary to 'manage' the former EDDC noticeboards

18A Further consideration of provision of footbridge over the Leat at the Land of Canaan

19. Ottery Hospital and other Community Health issues

- consideration and approval of letter drafted by Cllr Giles to send to CCG
- consideration of quotes for approval to incur printing costs of leaflets to advertise Health & Wellbeing Drop-In event on 29th June
- any other relevant matters

20. To approve the May 2018 Council schedule of payments

21. Annual Accounts

- to approve the Accounts for the year ending 31st March 2018
- to receive and approve the Report of the Internal Auditor
- to approve the signing of the Accounting Statements for the Audit Commission for the year ended 31st March 2018.

22. Any matters of urgency brought forward by the Mayor (for information only)

23. Report by Mayor

24. Report by Clerk

25. To receive Correspondence for information and any late correspondence

26. To receive Reports by Councillors of Meetings attended as Council Representatives

27. To receive Councillors' Questions

Date of the next meeting: Monday 2nd July 2018 at 7pm in the Council Chamber, The Old Convent, 8 Broad Street, Ottery St Mary

