

OTTERY ST MARY TOWN COUNCIL

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MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND THIS MEETING AS OBSERVERS

24th July 2019

To: **The Members of the Property and Land Committee of Ottery St Mary Town Council**

Dear Councillors

A Meeting of the **PROPERTY AND LAND COMMITTEE** of Ottery St Mary Town Council will be held in the Council Chamber, The Old Convent, 8 Broad Street, Ottery St Mary on **WEDNESDAY 31ST JULY 2019 at 10.00AM** to consider the matters detailed on the Agenda below

Yours faithfully

Christine McIntyre

**Christine McIntyre
Town Clerk**

Recording of Meetings etc - 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.

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

AGENDA

1. To receive apologies
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. The Clerk to provide a short presentation on the responsibilities of the Council as landlord of all its commercial properties and the management of the Council's Property Portfolio and the work required (to include matters of relevance)
5. Consideration of the proposed Heads of Terms (in particular the location of the area to be leased and the amount of rental to be paid) for the proposed use by the Cricket Club of part of the Strawberry Lane site and any miscellaneous Strawberry Lane issues
6. To consider quotes(s) received re the securing of the gate at the Station and to make a decision (if appropriate)

7. To consider going out to tender for an `Approved Contractors` list
8. To consider the acquisition of land at Slade Road
9. Update on the Heads of Terms re the proposed new lease to the Heritage Society and consideration of survey report with regards to the condition of building in relation to the type of lease proposed and any other pertinent issues/suggestions relating to the building
10. Update on the Skate park transfer to the Station
11. Update on the progress of the proposed footbridge
12. Consideration of quotes for the Station (Heads of Terms, Schedule of Condition etc) and to make any recommendations
13. Consideration of quotes for surveying the Clerk`s Office and to make any recommendations
14. To consider quotes(s) received re grounds maintenance work in and around Ottery and to make a decision (if appropriate)
15. To consider having a Visitors Book in the Council Offices which is GDPR compliant
16. Update on Handy Person position
17. To consider concerns raised by a resident regarding the telephone box at the corner of Spring Gardens
18. To consider and approve (if appropriate) the quote for the cleaning costs of the Library toilets submitted by EDDC
19. Update on any other miscellaneous property and land issues
20. To receive Councillors` questions relating to Property and Land
21. To confirm the date of the next Property and Land Committee Meeting