

OTTERY ST MARY TOWN COUNCIL

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THIS MEETING IS OPEN TO THE PUBLIC AND PRESS

However due to the Coronavirus, persons will still be welcome to attend as observers but will be seated in the Meeting room whilst the meeting will take place in the adjoining Council Chamber (the dividing doors will remain open)

The Council will be following recommended social distancing guidelines. Seating capacity will be strictly limited.

Public Session will not be taking place. Only essential business will be discussed. Although the meeting is still officially open to the public, parishioners are advised to follow public health advice. Therefore If you are ill or experiencing any symptoms of illness, including fever, cough, shortness of breath, congestion, or a cold, or are in the older age group bracket we respectfully ask that you do not attend the meeting.

18th March 2020

To: **Members of Ottery St Mary Town Council**

Dear Councillors

An **Extra Ordinary 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, 23rd MARCH 2020 AT 10.30am** to consider the matters detailed on the Agenda below

Yours faithfully

Roger Giles

Roger Giles
Mayor of Ottery St Mary Town Council

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.

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

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 agree emergency arrangements and a scheme of delegation during the Coronavirus to ensure continuity of the Council functions (as far as practicable)

