

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 virtually on **MONDAY 2nd NOVEMBER 2020 AT 7.00PM**

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

Yours faithfully

Christine McIntyre

Chief Executive officer

27th October 2020

GENERAL INFORMATION

Due to new Government Legislation, The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 (LAPCP Regulations 2020) this Town Council's Standing Orders have been updated to allow the use of remote meetings while social distancing is in place.

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.

Ottery St Mary Town Council is inviting you to a scheduled Zoom meeting.

Topic: OTTERY ST MARY FULL TOWN COUNCIL MEETING

Time: Nov 2, 2020 07:00 PM London

Join Zoom Meeting

<https://zoom.us/j/4123292245?pwd=MytoNUZiMFdLSXZLcUFFU2IUUVXR0dz09>

Meeting ID: 412 329 2245

Passcode: Barrels

One tap mobile

+442080806592,,4123292245#,,,,,0#,,480661# United Kingdom

+443300885830,,4123292245#,,,,,0#,,480661# United Kingdom

Dial by your location

+44 208 080 6592 United Kingdom

+44 330 088 5830 United Kingdom

+44 131 460 1196 United Kingdom

+44 203 481 5237 United Kingdom

+44 203 481 5240 United Kingdom

+44 203 901 7895 United Kingdom

+44 208 080 6591 United Kingdom

Meeting ID: 412 329 2245

Passcode: 480661

1. You can join the meeting either by phone, computer or android/apple device.
2. 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 30th October 2020**. This will be read out under public participation for members to consider.
3. 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.
4. For those who have no visual access to the meeting, Members will state their name before speaking and voting.
5. For those who are unable to hear, the agendas and the minutes of the meeting will be available on the Councils website.

Note: This meeting is being audio recorded by the Council and the recording may 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

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. Police Report – to be presented by Sgt Richard Stonecliffe
6. Applicants to be considered for co-option (to provide a presentation)
7. To receive the Minutes of the Ordinary Town Council Meeting of 5th October 2020 (minute refs 20/10/01 – 20/10/35), and to approve the signing of the Minutes by the Mayor as a correct record
8. To note and confirm the Minutes of the Planning Committee Meetings of 6th October 2020 (minute refs P20/10/01 – P20/10/09) and 26th October 2020 (minute refs P20/10/10 – P20/10/18)
9. To note and confirm the Minutes of the Human Resources Committee Meeting of 15th October 2020 (minute refs HR20/10/01 – HR20/10/07) and to approve any recommendations contained therein
- 10.. To note and confirm the Minutes of the Finance Committee Meeting of 15th October 2020 (minute refs F20/10/01 – F20/10/11)) and to approve any recommendations contained therein
- 11 To note and confirm the notes taken at the Policy and Compliance Working Group of 16th October 2020 and to approve any recommendations contained therein

12. To note and confirm the Minutes of the Property and Land Committee Meeting of 28th October 2020 and to approve any recommendations contained therein
13. To receive Reports from EDDC and DCC Councillors
14. Community Asset – to consider submitting an application in respect of a town property
15. S106 update and approval of any recommendations or pertinent matters (*to be a regular agenda item*)
16. Regeneration update and approval of any recommendations or pertinent matters (*to be a regular agenda item*)
17. Pavement Parking – Options for Change
18. Update on a the request for a Parish Lengthsman and the criteria for the Council to participate in the Highway Maintenance Community Enhancement Fund
19. Christmas Matters
 - a. Response from the Over 60s Club re Christmas Events
 - b. Christmas lights update and reconsideration approval of further quotes – wiring and lights
 - c. Consideration of request by the Rotary Club of the Otter Valley, for the Council to support the proposed Santa Run
20. Consideration of funding ideas/requests that may assist the town during the Covid pandemic
21. Consideration of Cllr Pang as a member of the Local Action Group of the East Devon and Mid Devon Community Safety Partnership Cttee
22. To approve the cost of a VAS Sign to be sited at Barrack Road subject to a contribution being made by the County Councillor – Clare Wright
23. To confirm urgent decisions taken under the Scheme of Delegation as actioned by the CEO, Mayor Deputy Mayor and Chair of Finance
24. Remembrance Day update and requirements
25. Financial Matters
 - a. To approve the October 2020 Council schedule of payments
 - b. To present the External Auditor's report re the Council's accounts for 2019/20
 - c. To approve the quarterly accounts
26. Report from the Mayor
27. Report from the CEO
28. To note any specific correspondence received
29. To note any reports previously e-mailed by Councillors of Meetings attended.
30. Councillors Questions on Councillors Business

Date of the next meeting: Monday 7th December 2020 at 7pm by Zoom unless Government Guidance allows resumption of public meetings

