

OTTERY ST MARY TOWN COUNCIL

Council Offices, The Old Convent, 8 Broad Street,

Otterey St Mary. Devon EX11 1BZ

Tel: 01404 812252

E-mail: depceo@otterystmary-tc.gov.uk

Web Site:- www.otterystmary-tc.gov.uk



Dear Councillors

I hereby give you notice that an **Ordinary Meeting of Otterey St Mary Town Council** will be held at the **STATION COMMUNITY HUB, EX11 1AH** on **MONDAY 4TH APRIL 2022 AT 7.00PM**

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

Yours faithfully

K Kennell

Kerry Kennell

Deputy Chief Executive Officer

29th March 2022

The meeting is open to the press and public. Attendees are requested to wear a face mask until seated; to wear warm 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 1st April 2022**. 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 Councils 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. To receive the Minutes of the Ordinary Meeting of the Town Council of 7th March 2022 (minute refs 22/03/01 – 22/03/35), and to approve the signing of the Minutes by the Mayor as a correct record

6.Planning Committee Issues:

- a) To note the Minutes of the Planning Committee Meeting of 14th March 2022 (minute refs P22/03/01 – P22/03/09)
- b) To consider and determine observations on the following Planning Applications:

Reference	Applicant	Details
22/0572/FUL	Agent: Robinson Jary Woodcote Cottage Gosford Road Ottery St Mary EX11 1NU	Single storey side/rear extension
22/0567/FUL	Phillip Nichols 25 Raleigh Road Ottery St Mary EX11 1TG	Construction of single storey rear extension.

7. To receive Reports from EDDC and DCC Councillors

8. Station Community Hub Management Committee:

- a) To receive the minutes of the Station Community Hub Management Meeting of 28th March 2022 (minute refs OH22/03/01 - OH22/03/13)
- b) To approve (if appropriate) any recommendations from the Station Community Hub Management Committee
- c) Station Hub - Guides/Brownies and Silver Band Community Group hirers - Update and proposals to be approved (if appropriate)

9. S106:

- a) Update and approval of any recommendations or pertinent matters (to be a regular agenda item)

10. Regeneration and Climate Action Committee Issues:

- a) To approve (if appropriate) any recommendations from the Regeneration and Climate Action Committee Meeting
- b) To consider proposals, and approve (if appropriate) a consultant to progress the Regeneration plans for the parish
- c) To consider (and approve if appropriate) banning the use of single use plastic in the Council offices
- d) To consider (and approve if appropriate) whether the Council would be prepared to help with funding for a hamper to be offered as a prize for community engagement for people completing the active travel survey.

11. Police matters

12. Confirmation of decisions made under the Scheme of Delegation

13. Financial Matters:

- a) To consider and approve the March 2022 Council Schedule of Payments
- b) To approve subscriptions for 2022/23 including membership of DALC at a cost of £1019.17
- c) To consider (and approve if appropriate) community grant requests from Otter Vale Friends of Hospiscare and Tipton St John Platinum Jubilee Celebrations Committee

14. Tourism Working Group: Update and approval of any recommendations or pertinent matters

15. Property Matters:

- a) Approval of the transfer of 12 car parking spaces to the Council by Cloud 9 Developments Ltd and the signing of the transfer by the Mayor and Deputy Mayor
- b) Approval for the Council to apply for planning consent (and incur the fee) to replace the windows in the Museum

16. Report from the Mayor

17. Report from the CEO/Deputy CEO

18. Consideration of proposed 2022 Town Council events (in the light of on-going Covid concerns) and to make decisions accordingly

19. Queen's Platinum Jubilee

- a) Working Group – Update and approval of any recommendations or pertinent matters

20. Update on dog bin for Tipton St John

21. Planting in Ottery St Mary:

- a) To consider (and approve if appropriate) the formation of a Council working group, membership and Terms of Reference which will help co-ordinate the setup of a new community group to replace Ottery in Bloom.
- b) To note the dissolution of Ottery in Bloom (`OIB`) and to facilitate funding and discuss the transfer of funding back from OIB being earmarked for the replacement community group and to consider the Councils involvement in the recruitment of volunteers for the community group.

22. Home Lane - Noting of HMPE status
23. To receive an update on Grants
24. Approval for the Council to enter into a highway agreement under S142 of the Highways Act 1980 (and incur the fee) for the cultivation of land opposite Brook Cottage, Tipton St John, which cultivation will be undertaken by the TSJ Eager Beavers
25. Update regarding request by Ottery Scouts to become involved with community projects
26. To consider long term plans for the Council Offices
27. To consider and approve (if appropriate) rescission of motion 22/02/11 regarding deeds of variation for existing allotment tenants
28. Ukrainian refugees – update/issues to be discussed
29. To note any specific correspondence received
30. To note any reports previously e-mailed by Councillors of Meetings attended
31. Councillors Questions on Councillors Business

Date of the next meeting: Monday 9th May 2022 at 7pm - location to be confirmed