

MINUTES OF THE ANNUAL MEETING OF THE OTTERY ST MARY TOWN COUNCIL HELD ON MONDAY 13th MAY 2019 AT 7PM AT THE COUNCIL CHAMBER, THE OLD CONVENT, 8 BROAD STREET, OTTERY ST MARY

PRESENT	Former Mayor:-	Paul Bartlett
	Councillors:-	Giles, Faithfull, Pang, Lucas, Copus and Stewart (Town Ward) Johns and Grainger (North Ward) Harding and Pratt (Tipton St John Ward) together with the Clerk
	Other Persons Present:-	County Councillor Claire Wright; approx 18 members of the public and one member of the press together with the Clerk

The Council Prayer

The Clerk read the Council Prayer

19/05/1

ELECTION OF THE MAYOR OF OTTERY ST MARY FOR 2019/20 - TO RECEIVE NOMINATIONS AND TO CARRY OUT A VOTE ACCORDINGLY

Paul Bartlett carried out this part of the meeting in accordance with the Council's Standing Orders and asked for nominations for Mayor.

Cllr Giles was proposed by Cllr Pratt and seconded by Cllr Johns

Cllr Copus was proposed by Cllr Pang and seconded by Cllr Harding. However Cllr Copus declined, expressing his thanks for being considered

A vote was taken and Cllr Giles received the majority vote

Cllr Giles was declared elected as the Mayor of Ottery St Mary Town Council

19/05/2

DECLARATION OF ACCEPTANCE OF OFFICE BY THE MAYOR – FOLLOWING THE ELECTION OF THE MAYOR AND PURSUANT TO THE PROVISIONS OF S83 OF THE LOCAL GOVERNMENT ACT 1972, THE PERSON ELECTED TO BE MAYOR OF OTTERY ST MARY SHALL MAKE A DECLARATION OF ACCEPTANCE OF OFFICE IN THE PRESCRIBED FORM BEFORE THE TOWN CLERK

The Declaration of Acceptance of Office of Mayor was made by the Mayor and duly signed by him. whereupon he proceeded to wear the chain of office. The Mayor thanked the people of Ottery for returning him to be their representative on the Council and to everyone for their support in making him Mayor. Cllr Giles believed that being the first citizen of Ottery was an honour that should be widely available to councillors. It was therefore his intention to serve as Mayor for just one year. In the unlikely event that nobody was prepared to be Mayor in May 2020, he might be persuaded to change his mind. He stated that this was a new council, with many new councillors and presumably new ideas which he believed was all to the good. He hope that long serving councillors would accept those new ideas. He thanked the former Mayor and outgoing councillor Paul Bartlett for all his hard work and efforts and the other outgoing councillors, namely Paul Carter, Anne Edwards, Josefina Gori and Ian Holmes. He asked the Clerk to investigate as to what could be awarded to these former councillors to recognise their service to the Council

19/05/3

ELECTION OF THE DEPUTY MAYOR OF OTTERY ST MARY FOR 2019/20 – TO RECEIVE NOMINATIONS AND TO CARRY OUT A VOTE ACCORDINGLY

Cllr Pratt was proposed by Cllr Johns and seconded by the Mayor. There were no other nominations.

Cllr Pratt was declared elected as the Deputy Mayor of Ottery St Mary Town Council

.....Mayor's Initials

19/05/4

DECLARATION OF ACCEPTANCE OF OFFICE BY ALL COUNCILLORS - TO NOTE THE DECLARATION OF ACCEPTANCE OF OFFICE BY ALL COUNCILLORS AND TO CONSIDER APPROVING EXTENSIONS TO ANY COUNCILLORS WHO HAVE NOT COMPLETED THEIR DECLARATIONS (IF APPROPRIATE)

The Clerk reported that all declarations had now been made and received from councillors. At this point Cllr Harding expressed concern as to the informality of referring to councillors by their Christian names in Council meetings. In response, the Mayor was of the view that a degree of informality was acceptable as he believed it encouraged team spirit. However Cllr Harding requested this item be included on the agenda for consideration at the next meeting

19/05/5

TO RECEIVE APOLOGIES FOR ABSENCE

Cllr Dobson – It was understood that Cllr Dobson was absent due to the serious illness of a close friend and the Council sent its commiserations

19/05/6

ELECTION OF COUNCILLOR WITH SPECIAL RESPONSIBILITY FOR FINANCE (“TREASURER/CHAIRMAN”)

It was agreed that this position be considered at the June Full Council Meeting

19/05/7

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

Cllr Giles	Item 35 (Heritage Society) Trustee of the Heritage Society
Cllr Pang	Item 29 – (Ottery Hospital) Personal Interest only as Chair of the OSM & District Health & Care Forum Item 35 – (OSM & District Skate & BMX Trust) Trustee of the Ottery and District Skate and BMX Trust
Cllr Faithfull	Item 29 (Ottery Hospital) as a member of the OSM & District Hospital League of Friends

19/05/8

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

It was agreed that Item 35 (Consideration of quotes for a surveyor to prepare a report for the lettings of three council properties at less than market value (the Museum, Silver Band Room and the Station); Consideration of the damp proof quote for the Station; Consideration of quotes for the legal costs re the skate park transaction) be discussed in Confidential Session due to their commercial sensitivity.

19/05/9

TO ALLOW MEMBERS OF THE PUBLIC PRESENT TO SUBMIT QUESTIONS/COMMENTS FOR CONSIDERATION INDIVIDUAL CONTRIBUTIONS WILL BE LIMITED TO 3 MINUTES

A parishioner raised concern about the height of trees on land adjacent to her property at Godfrey Close which she believed needed urgent trimming back as she was concerned they would fall on her conservatory. She assumed it was the Council’s responsibility to deal with the issue. The Clerk advised that the responsibility did not rest with the Council as it did not own any land in the vicinity. However she would make enquiries and revert back to the parishioner with information which may assist. Martin Thurgood congratulated the new Council. He mentioned about the approved Neighbourhood Plan and the twelve specific projects which needed to be progressed. He also mentioned about the Regeneration Working Group which had now been wound up in accordance with its Terms of Reference and the fact a new working group would need to be

.....Mayor’s Initials

formed, subject to the Council agreeing to the same. He also mentioned that the previous working group included lay persons and he hoped a new group would have an open application process to everyone in the parish to become involved, rather than the Chair of the group simply selecting group members. This to be an item on the June agenda

19/05/10

TO RECEIVE THE MINUTES OF THE FULL COUNCIL MEETING OF 1ST APRIL 2019 (MINUTE REFS 19/04/01 – 19/04/24), AND TO APPROVE THE SIGNING OF THE MINUTES BY THE MAYOR AS A CORRECT RECORD

The Minutes of the of the **Meeting of 1st April 2019** (*minute refs 19/04/01 – 19/04/24*) were presented, approved and signed by the Mayor as a correct record

19/05/11

TO RECEIVE THE MINUTES OF THE ANNUAL PARISH MEETING HELD ON 23RD APRIL 2019 AND TO CONSIDER ANY MATTERS RAISED

The Minutes were noted and no matters were raised in respect of the Minutes

19/05/12

TO RECEIVE THE MINUTES OF THE PLANNING COMMITTEE MEETINGS OF 8TH APRIL 2019 (MINUTE REFS 19/04/01 – 19/04/7), AND 1ST MAY 2019 (MINUTE REF 19/05/01 – 18/05/08) AND TO APPROVE THE SIGNING OF BOTH SETS OF MINUTES BY THE MAYOR AS A CORRECT RECORD

The Minutes of the of the **Meeting of 8th April 2019** (*minute refs 19/04/01 – 19/04/7*), and the Minutes of the of the **Meeting of 1st May 2019** (*minute refs 19/05/01 – 19/05/08*), were presented, approved and signed by the Mayor as a correct record

19/05/13

TO RECEIVE REPORTS FROM EDDC AND DCC COUNCILLORS

It was agreed that this Item be brought forward.

Cllr Claire Wright

Cllr Wright congratulated the new Council and also the appointment of Cllr Giles as Mayor, which she considered was very well deserved. She advised that recently a large number of cars were going into the ditch along Exeter Road. Over the past year she has been dealing with DCC Highways about this matter. However DCC were of the view that the accidents were not speed related. Despite this, she has asked for a site meeting/speed checks to be arranged. If anyone wished to attend the site meeting (when it is arranged) they should inform the Clerk. She also advised that DCC had launched its wildflower verge policy and would welcome anyone who wished to be involved as a `Champion` for Ottery. At DCC full council meeting next week she was putting forward a motion (which may or may not be discussed) with regards to a 10 point green action plan for Devon with regards to climate change

The Mayor

The Mayor announced the three new district councillors namely Cllrs Faithfull, Pratt and Johns and congratulated them on their achievement

Cllr Pratt

Cllr Pratt advised that as result of the elections there had been a change of power at EDDC. Climate Control was being discussed with the idea of DCC and EDDC working together on this subject. At the next full council meeting further details in respect of climate control within the district, would be considered

Cllr Faithfull

Cllr Faithfull had no news to report

Cllr Johns

Cllr Johns advised that she was still `finding her feet` so did not a have anything to report at this stage

19/05/14

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TO REVIEW THE TERMS OF REFERENCE FOR COMMITTEES AND DELEGATION ARRANGEMENTS AND APPROVE ACCORDINGLY

The Clerk advised that the Council's Terms of Reference, stated that they were to be reviewed annually at the first meeting after the Annual Council meeting. It was therefore agreed to defer this item to the June agenda

19/05/15

TO APPOINT MEMBERSHIP OF COMMITTEES AND SUB-COMMITTEES AND TO ELECT A CHAIRMAN AND VICE CHAIRMAN FOR EACH

1. Planning Committee

The following membership was agreed: **all councillors apart from Cllr Pang**

Chairman: Cllr Dobson was proposed by Cllr Harding and seconded by Cllr Pang .

Cllr Copus was proposed by the Mayor and seconded by Cllr Faithfull. A vote was taken and Cllr Copus had the majority vote. **Cllr Copus was declared elected as Chairman of the Planning Committee**

Vice Chairman: Cllr Dobson was proposed by Cllr Harding and seconded by Cllr Pang. There being no further nominations, **Cllr Dobson was declared elected as Vice Chairman of the Planning Committee**

2. Finance Committee

After some discussion it was agreed to defer the appointment of the Chair/Treasurer and Vice-Chair to the June agenda

3. Human Resource Management Committee

The following membership was agreed: Cllrs Faithfull, Lucas, Stewart and Johns

Chairman and Vice Chairman: The Mayor proposed that both he and the Deputy Mayor should be Chair and Vice Chair of the Committee in view of them having regular contact with the Clerk and her assistants. There being no further proposals **the Mayor and Deputy Mayor were declared elected as Chairman and Vice Chairman of the Human Resource Management Committee respectively**

4. Property and Land Committee

The following membership was agreed: Dobson, Grainger, Lucas and Stewart

Chairman: Cllr Dobson was proposed by the Mayor. There being no further nominations, **Cllr Dobson was declared elected as the Chairman of the Property and Land Committee**

Vice Chairman: Cllr Faithfull was proposed by the Mayor. There being no further nominations, **Cllr Faithfull was declared elected as the Vice Chairman of the Property and Land Committee**

Appendix 1 attached, shows Committees as agreed

19/05/16

TO APPOINT MEMBERSHIP OF WORKING GROUPS (TO INCLUDE THE REGENERATION WORKING GROUP AND THE CLERK TO ADVISE OF ADDITIONAL INFORMATION PERTAINING TO THIS GROUP)

Appendix 1 attached, shows Working Groups as agreed

19/05/17

TO ELECT MEMBERS TO FILL COUNCIL APPOINTMENTS AND TO APPOINT COUNCIL REPRESENTATIVES TO OUTSIDE BODIES (TO INCLUDE THE APPOINTMENT OF A NOMINATIVE TRUSTEE OF THE MILLENNIUM GREEN CHARITY)

Appendix 1 attached, shows Council Representatives of various outside bodies as agreed

19/05/18

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TO RESOLVE THAT THE COUNCIL CONTINUES TO MEET THE ELIGIBILITY REQUIREMENTS OF THE GENERAL POWER OF COMPETENCE AS SET OUT IN THE LOCALISM ACT 2011 S.8 AND THE PARISH COUNCILS (GENERAL POWER OF COMPETENCE) (PRESCRIBED CONDITIONS) ORDER 2012

It was **RESOLVED** that the Council met the criteria for eligibility set out in the Localism Act 2011 S8 and the Parish Councils (General Power of Competence (Prescribed Conditions) Order 2012, (namely that the Council **RESOLVED** that it met the criteria for eligibility and at the time the resolution was passed that at least two thirds of the council held office as a result of being declared elected and that the Parish Clerk held a recognised professional qualification)

19/05/19

TO REVIEW AND RE-ADOPT (IF APPROPRIATE) THE COUNCIL`S CURRENT STANDING ORDERS AND FINANCIAL REGULATIONS

It was **RESOLVED** to re-adopt the Council`s current Standing Orders and Financial Regulations

19/05/1

TO CONSIDER AND REVIEW THE COUNCIL`S ASSETS REGISTER

The Assets Register was noted

19/05/20

TO CONSIDER AND CONFIRM (IF APPROPRIATE) THE COUNCIL`S CURRENT INSURANCE POLICY

The Council`s insurance policy was confirmed

19/05/21

TO CONSIDER AND REVIEW THE COUNCIL`S ANNUAL SUBSCRIPTIONS

The Council`s Annual Subscriptions namely:-

ICO Data Protection (Information Commissioner) - £40

DALC Membership - £941

NALC - Subscription fee - £17

National Allotment Society – Membership - £55

Devon Communities Together – membership - £50

SLCC - Clerk's Annual Subs - £272

South West Councils _£425

ICCM - £95

were noted

19/05/22

BANK MANDATE – TO DETERMINE THE COUNCIL`S AUTHORISED SIGNATORIES

It was **RESOLVED** that the Mayor, Deputy Mayor, the Clerk and the Chair of Finance (when appointed) be the authorised signatories

19/05/23

TO CONSIDER AND REVIEW THE COUNCIL`S COMPLAINT PROCEDURES; PROCEDURES FOR DEALING WITH THE PRESS AND MEDIA; FOI AND DATA PROTECTION AND EMPLOYMENT PRACTICES

It was **RESOLVED** that the aforementioned policies/procedures remain unchanged

19/05/24

PASSWORD CHANGES TO OFFICE COMPUTERS

Under the Council`s Financial Regulations, the Mayor was required to be presented with a sealed envelope containing the office computer and chamber computer passwords which had recently been changed. This the Clerk duly did. The Mayor advised that the envelope would be secured in a locked cupboard

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19/05/25

KEYHOLDER ARRANGEMENTS FOR THE TOWN COUNCIL BUILDING AND THE CLERK'S OFFICE

It was **RESOLVED** that the Mayor, the Deputy Mayor and office staff plus the cleaner be key holders to the premises

19/05/26

TO NOTE COUNCIL MEETINGS FOR 2019/20 AND TO DECIDE WHETHER TO CONTINUE ONE MEETING A YEAR AT TIPTON ST JOHN FOLLOWING THE RESULTS OF A SURVEY IN THE TIPTON TIMES

The dates of the Council meetings were noted. After some discussion it was **RESOLVED** to hold one meeting a year in Tipton. It was also agreed to consider whether meetings at Alfington be re-introduced at the June meeting

19/05/27

TO RECEIVE THE POLICE REPORT AND THE LATEST CRIME FIGURES

The crime figures had been e-mailed to all councillors and noted. The Clerk had not received a police report

19/05/28

OTTERY HOSPITAL – UPDATE

Cllr Pang had nothing to report. She stated that there was no way of knowing what was happening with the hospital at the present time. She was happy to provide new councillors with background information about the hospital. The Ottery Health and Care Forum's event last month was quite well attended.

19/05/29

TO CONSIDER AND APPROVE (IF APPROPRIATE) A NEW COUNCIL POLICY FOR 'HOSPITALITY'

It was **RESOLVED** to approve the new policy

19/05/30

TO CONSIDER AND (IF APPROPRIATE) TO APPROVE I. A NEW SPECIFICATION FOR A REPLACEMENT HANDY PERSON AND II. TO ADVERTISE THE POSITION ACCORDINGLY

It was **RESOLVED** to accept the specification and for the Clerk to arrange to advertise the post accordingly

19/05/31

LITTER PICKING REQUIREMENTS

Cllr Giles suggested setting up a Litter Picking Working group. However Cllr Stewart said he would like to take this on with Plastic Free Ottery and environment etc. It was agreed that this course of action be pursued

19/05/32

TO AGREE A DELEGATE TO ATTEND A MEETING WITH SWW RE THE FLOODING ISSUES AT VICTORIA TERRACE

It was agreed that The Mayor and Cllr Grainger attend the meeting on Friday 31st May at 10.00am

19/05/33

COMMUNITY INFRASTRUCTURE LEVY ('CIL') UPDATE

The Clerk had provided councillors with a report from Sulina Tallack EDDC's Planning Obligation Officer providing background information about Cil . The Clerk advised that currently the Council held £4788.58 in CIL monies and £881.15 in S106 monies from the Sainsbury's S106 contributions. It was suggested by Cllr Pang that Cllr Dobson provide an update at the June meeting re S106 monies. Cllr Lucas would be interested in being part of any group involved with recovering S106 funds which the community was entitled to

19/05/34

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PROPERTY MATTERS

- **CONSIDERATION OF QUOTES FOR A SURVEYOR TO PREPARE REPORTS FOR THE LETTINGS OF THE SILVER BAND ROOM, THE STATION AND THE FORMER OLD TOWN HALL AT LESS THAN MARKET VALUE** (It had previously been agreed that this would be discussed in Confidential session)
- **UPDATE OF VACANT OFFICE ACCOMMODATION (COUNCIL OFFICES)**
The Clerk advised that the Help Scheme had taken a tenancy of Office 1 wef 1st May. Rooms 4 and 6 were still available
- **CONSIDERATION AND APPROVAL (IF APPROPRIATE) OF DAMP PROOF QUOTE FOR THE STATION**(It had previously been agreed that this would be discussed in Confidential session)
- **UPDATE ON THE STATION`S LEASE**
The matter was being processed by the Councils solicitors
- **UPDATE ON THE PROPOSED WORKS AT THE BOWLING CLUB BY THE ENVIRONMENT AGENCY**
The Clerk advised that the Environment Agency had decided to use a grass verge for its bore hole which was not on the Bowling Club site and therefore the agreed consideration of £1000 would no longer be forthcoming to the Council
- **UPDATE ON THE SKATE PARK TRANSFER AND CONSIDERATION OF QUOTES FOR LEGAL COSTS AND TO DETERMINE WHICH SOLICITOR WILL CARRY OUT THE WORK** (It had previously been agreed that this would be discussed in Confidential session)

19/05/35

TO APPROVE THE QUARTERLY ACCOUNTS AND THE APRIL 2019 COUNCIL SCHEDULE OF PAYMENTS

The April 2019 Council Schedule was presented by the Mayor, showing **£26,168.04** (incl. VAT) for Council expenditure. It was **RESOLVED** that the schedule be approved (which was duly signed by the Mayor). It was also **RESOLVED** that the quarterly accounts also be approved

19/05/36

ANY MATTERS OF URGENCY BROUGHT FORWARD BY THE MAYOR (FOR INFORMATION ONLY)

The question of filling in potholes by volunteers was raised. It was agreed that this be an item for the June agenda which would allow the Clerk to research the requirements laid down by DCC.

19/05/37

REPORT BY MAYOR

There was no report from the Mayor

19/05/38

REPORT BY CLERK

The Clerk reminded councillors that it was important that they attended the courses arranged, details of which had been circulated. She emphasised that training should be taken up by all councillors old and new. She advised that priority should be given to attending the `New Councillor` course and the Finance course. She also advised that one of the recommendations made when the council was awarded its Quality Council status, was that all councillors should attend a Finance course. If they didn`t, then this could affect the Council retaining its status. She stated that the two courses being run by EDDC had no cost implications and should also be attended by councillors as they provided information about planning and the Code of Conduct . She also reminded new councillors if they hadn`t done so already, to provide photographs for their name badges

19/05/39

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TO RECEIVE CORRESPONDENCE FOR INFORMATION AND ANY LATE CORRESPONDENCE

All correspondence was tabled

FROM	DETAIL
EDDC Planning Enforcement Officer Jacqui Webster	Ms Webster was not prepared to carry out a site inspection at Alansway (re concerns at the condition of the site) but would write to the owner to express the concerns of the Council
EDDC Streetscene Paul Johns	Mr Johns had been clearing rubbish from the Tumbling Weir Leat and removing algae. He was also arranging for the removal of the silt

I. The Clerk advised that EDDC had carried out an inspection of the Batts Lane property over a month ago; However despite the Clerk asking for an update on the property and what action(if any) EDDC was proposing to take; to date she had not received a response from EDDC. She would sent yet another reminder to EDDC

ii. A letter had been received from Josefina Gori advising that the members of the OSM Late Night Shopping 2018 Steering Group had unanimously agreed that the responsibility of the event scheduled for 29th November should be passed to the Business Forum and the Council. It was agreed that this item together with the Christmas lights item be included on the June agenda

19/05/40

TO RECEIVE REPORTS BY COUNCILLORS OF MEETINGS ATTENDED AS COUNCIL REPRESENTATIVES

I. Cllr Faithfull attended a FOOL event at which Ian Pearce gave a very interesting talk

ii. Cllr Pratt attended a Business Forum meeting. Much was mentioned about the Christmas arrangements which were likely to be raised at the next Business Forum meeting

The Mayor requested that when councillors attend a meeting, that a report of the meeting be e-mailed to the Clerk for her to distribute to other councillors

19/05/41

TO RECEIVE COUNCILLORS' QUESTIONS

I. Cllr Harding questioned the provision of car electric charging points for vehicles in the town. It was noted that there was provision at Otter Nurseries and also the Mayor had provided information at the Annual Parish Meeting at which he had stated EDDC was encouraging the use of electric cars and were making efforts to instal charging points. She also mentioned about the underutilisation of Strawberry Lane land and suggested that a cycle/running track be provided. It was agreed that this item be referred to the Property and Land Committee for consideration

ii. Cllr Pang mentioned that the accommodation above McColls was being advertised for sale. However it didn't affect the shop. She expressed concern that it may have repercussions for the shop in the future. She asked that councillors kept an eye of the situation. It was questioned whether the shop had been listed as a Community Asset. However the Clerk advised that although an application form had been prepared by her, she had sought the help of ward members to provide reasons for its proposed listing, to which she had not received a response. She had therefore been unable to submit an application to EDDC

iii. Cllr Grainger advised about the `water feature` at Sainsburys which was causing much concern as to the continual flow of water streaming into Sainsburys car park. It was agreed that the Clerk write to Sainsbury's expressing the Council's concern

iv. Cllr Faithfull advised that speed checks had been carried out near the King School. However the checks had been carried out too far down, to do any good

Meeting ended at 9.13pm

Mayor's signature: Date:.....

DATE OF THE NEXT MEETING: MONDAY 3RD JUNE 2019 AT 7PM IN THE COUNCIL CHAMBER, THE OLD CONVENT, 8 BROAD STREET, OTTERY ST MARY

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APPENDIX 1:

OTTERY ST MARY TOWN COUNCIL 2019/20 COMMITTEES/WORKING GROUPS/OUTSIDE BODIES ETC

COUNCIL COMMITTEES	
PLANNING 8 members + Mayor & Deputy Mayor (maximum) Chair: Cllr Copus Vice Chair: Cllr Dobson (Quorum 4)	All councillors apart from Cllr Pang
FINANCE 6 members + Mayor & Deputy Mayor (maximum) (Quorum 4)	Membership and Chair and Vice Chair to be determined at June TC Meeting
HUMAN RESOURCE MANAGEMENT 4 + Mayor & Deputy Mayor (maximum) Chair: the Mayor Vice Chair: Cllr Pratt (Quorum 3)	Cllrs Faithfull, Lucas, Stewart and Johns
PROPERTY & LAND 6 + Mayor & Deputy Mayor (maximum) Chair: Cllr Dobson Vice Chair: Cllr Faithfull (Quorum 4)	Cllrs Dobson, Grainger, Lucas and Stewart

REPRESENTATIVES TO OUTSIDE BODIES	
Thomas Axe Charity No. 202725	Cllrs Johns and Grainger as town council representatives
Feoffees Charity No. 202095	Cllr Pang, (registered charity trustee and town council representative)
Institute Management Charity No. 300921	Cllr Pang (registered as charity trustee and town council representative)
Millennium Green Charity No. 1075296	Cllr Dobson (registered charity trustee) Cllr Faithfull nominative trustee
Ottery St Mary Heritage Society Charity No. 1087086	Cllr Giles (registered charity trustee) but Clerk to check if any TC representation is required
Ottery Station Charity No. 1163439	Cllr Dobson as town council representative
East & Mid Devon Community Safety Partnership – (Sidmouth & Ottery St Mary Local Action Group)	Cllrs Johns and Lucas as town council representatives (Ian Holmes will attend in his private capacity)
Police Advocate	Cllr Johns as town council representative
Exeter Airport Consultative Group	Cllrs Stewart and Faithfull as town council representatives (Ian Holmes will attend in his private capacity)
Leisure Advisory Committee – Ottery St Mary Leisure Centre (LED)	Cllr Pang as town council representative
Ottery in Bloom	Need a TC representative to be determined at June TC meeting
OSM & District Health & Care Forum	Cllr Lucas as town council representative
Ottery & District Skateboard/BMX	Need a TC representative
Friends of Ottery Library (FOOL)	Cllr Faithfull as town council representative
Business Forum	Cllrs Lucas and Pratt as town council representatives
DALC Larger Councils sub-committee	Need a TC representative
EDDC Arts & Culture Forum	Cllr Pang (Cllr Lucas reserve) as town council representatives
Twining Association	Cllr Copus as town council representatives

COUNCIL APPOINTMENTS	
Agricultural Advisor	Need a TC representative
Information Centre (Library)	Cllr Dobson as town council representative
Young People's Champion	Cllrs Pang, Johns and Lucas as town council representatives
Plastic Free Ottery	Cllrs Stewart and Grainger (with Mayor in advisory role) as town council representatives
P3 (Parish Paths Partnership) Co-ordinator	Cllrs Copus and Grainger as town council representatives
Funding (to investigate sources of funding)	Cllr Stewart as town council representative

WORKING GROUPS - 3 members (minimum)	
Policies and Compliance	Cllr Harding
Neighbourhood Plan Umbrella Group (Bi annual/annual meetings) Separate working groups to be set up to deliver the NHP projects on an 'as and when' basis as agreed at the Nov 2018 TC meeting)	Need at least two councillors
Regeneration Working Group	New Terms of Reference required to determine membership
Emergency Plan	Cllr Stewart (and Bob Cope parishioner)
Communications	Cllr Harding

.....Mayor's Initials

CONFIDENTIAL SESSION

19/05/42

CONSIDERATION OF QUOTE FOR DAMP PROOF WORK

Only one quote had been obtained and it was agreed that another two should be obtained. Cllr Pratt suggested the Clerk approach, Orchard Preservations and Exe Terminators & Co Ltd. It was **RESOLVED** that this course of action be pursued

19/05/43

CONSIDERATION OF QUOTES FOR LEGAL WORK RE THE SKATEBOARD PARK/THE STATION

It was **RESOLVED** that Prydis Legal`s quote be accepted and they be instructed to carry out the work. The Clerk emphasised if the work became protracted for any reason then the costs quoted would increase. She needed councillors to be aware of this fact

19/05/44

CONSIDERATION OF QUOTES FOR SURVEYS

It was **RESOLVED** that the Stratton Creber quote be accepted

19/05/45

MISCELLANEOUS

Cllr Harding wished to thank Chris, Sue and Liz for the work they carried out in preparing the Councillors Welcome Pack which she said was much appreciated and which the Council had never been provided with before

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