

OTTERY ST MARY TOWN COUNCIL



Dear Councillors

I hereby give you notice that a **PROPERTY AND LAND COMMITTEE MEETING** will be held virtually on **WEDNESDAY, 1ST JULY 2020 AT 1.00PM**

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

Christine McIntyre

Christine McIntyre
CEO

25th June 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.

1. If you wish to join this meeting please contact the CEO by email enquiries@otterystmary-tc.gov.uk or phone 01404 812252
2. You can join the meeting either by phone, computer or android/apple device.
3. 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 Tuesday 30th June 2020.** This will be read out under public participation for members to consider.
4. 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.
5. For those who have no visual access to the meeting, Members will state their name before speaking and voting.
6. For those who are unable to hear, the agendas and the minutes of the meeting will be available on the Councils website.

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. To approve and sign the Minutes of the Property and Land Committee Meeting of 28th January 2020
5. To consider the Council's Property Portfolio (which Includes the Station, Strawberry Lane, Winter's Lane Tennis Courts, The Museum/Silver Band Room, the Council Offices, the Library; the Skate park, the Cemetery and the Allotments); and all outstanding matters relating thereto and to make recommendations accordingly
6. To consider the latest developments with the proposed transfer of car parking spaces at the former factory site and to make recommendations as appropriate
7. To consider the draft Service Level Agreement re the management of Council properties and to make recommendations accordingly
8. To consider the Tree Survey and the recommendations contained therein
9. To consider the Council's current legal representation regarding current and pending transactions and to make recommendations accordingly
10. To decide the cut off date for the Committee to publish an Environmental Performance Statement as per the Council's Carbon and Energy Policy
11. Update on any other miscellaneous property and land issues
12. To receive Councillors' questions relating to Property and Land