

# OTTERY ST MARY TOWN COUNCIL



Dear Councillors

I hereby give you notice that an **Extra Ordinary Meeting of Ottery St Mary Town Council** will be held virtually on **MONDAY , 15<sup>TH</sup> JUNE 2020 AT 7.00PM**

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

*Vicky Johns*

**Vicky Johns**  
**Mayor of Ottery St Mary Town Council**

9<sup>th</sup> 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](mailto: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 Friday 12<sup>th</sup> 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.

**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

## 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 **Annual Town Council Meeting of 1<sup>st</sup> June 2020** (*minute refs 20/06/01 – 20/06/49*), and to approve the signing of the Minutes by the Mayor as a correct record
6. To consider the grant applications received in respect of the Shop Front Grant Scheme and to make decisions accordingly
7. To consider the DCC Shared Footpaths Scheme and to make decisions accordingly
8. To re-consider the hours and pay rate of the previously agreed position of a Receptionist/Administrative Assistant and to consider further recommendations and to make decisions accordingly
9. Councillors Questions on Councillors Business

**Date of the next meeting: Monday 6<sup>th</sup> July 2020 at 7pm by Zoom unless Government Guidance allows resumption of public meetings**



