



Ottery St Mary Town Council

Minutes of the **ORDINARY MEETING OF OTTERY ST MARY TOWN COUNCIL** held at the **COUNCIL CHAMBER, THE OLD CONVENT, 8 BROAD STREET, OTTERY ST MARY** on **MONDAY, 4TH NOVEMBER 2019** at 7.00pm

PRESENT:- Councillor Giles (**Mayor**), Cllr Pratt (**Deputy Mayor**) Cllrs Faithfull, Lucas, Stewart, Dobson, Copus, Grainger, Pang, Johns, three members of the public (including Martin Thurgood) together with Christine McIntyre CEO

PRAYER:- Cllr Copus read the Council Prayer

19/11/01

TO RECEIVE APOLOGIES FOR ABSENCE

Cllr Harding (*message left on the telephone answer machine on 4th Nov, but not picked up until 5th Nov*)
County Councillor Claire Wright

19/11/02

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 Pang	Item 16 (Ottery Hospital) Personal Interest as Chair of the OSM & District Health & Care Forum
Cllr Faithfull	Item 16 (Ottery Hospital) Personal Interest as a member of the OSM & District Hospital League of Friends Item 26 (VE Day Celebrations) Chair of Ottery branch of the Royal British Legion
Cllr Johns	Item 17 (Greener Ottery) member Item 10 (Approval of Property and Land Ctte Recommendations) wife of member of Ottery Cricket Club
Cllr Lucas	Item 17 (Greener Ottery) member Item 16 (Ottery Hospital) Chair of OSM TC Hospital Working Group
Cllr Stewart	Item 17 (Greener Ottery) member

19/11/03

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

There were no items to be discussed in Confidential Session

19/11/04

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

A parishioner enquired as to progress on the replacement footbridge at the Land of Canaan. She was advised that the matter would be discussed later on in the meeting

19/11/05

TO RECEIVE THE MINUTES OF THE FULL COUNCIL MEETING OF 7TH OCTOBER 2019 (MINUTE REFS 19/10/01 – 19/10/34), AND TO APPROVE THE SIGNING OF THE MINUTES BY THE MAYOR AS A CORRECT RECORD

The Minutes of the of the FULL COUNCIL MEETING of 7th October 2019 (minute refs 19/10/01 – 19/10/34) were presented, approved and signed by the Mayor as a correct record

19/11/06

TO RECEIVE THE MINUTES OF THE EXTRAORDINARY FULL COUNCIL MEETING OF 16TH OCTOBER 2019 (MINUTE REFS 19/10/35 – 19/10/39), AND TO APPROVE THE SIGNING OF THE MINUTES BY THE MAYOR AS A CORRECT RECORD

The Minutes of the EXTRAORDINARY FULL COUNCIL MEETING of 16th October 2019 (minute refs 19/10/35 – 19/10/39) were presented, approved and signed by the Mayor as a correct record

19/11/07

TO NOTE AND CONFIRM THE MINUTES OF THE PLANNING COMMITTEE MEETING OF 28TH OCTOBER 2019

The Minutes of the of the PLANNING COMMITTEE MEETING of 28th October 2019 were noted and confirmed

19/11/08

TO NOTE AND CONFIRM THE MINUTES OF THE PROPERTY AND LAND COMMITTEE MEETING OF 31ST OCTOBER 2019

The Minutes of the of the PROPERTY AND LAND COMMITTEE MEETING of 28th October 2019 were noted and confirmed (with the inclusion of Cllr Grainger as being present at the meeting)

19/11/09

TO NOTE AND CONFIRM THE MINUTES OF THE HUMAN RESOURCES MANAGEMENT COMMITTEE MEETING OF 31ST OCTOBER 2019

The Minutes of the of the HUMAN RESOURCES MANAGEMENT COMMITTEE MEETING of 31ST October 2019 were noted and confirmed

19/11/10

TO APPROVE THE RECOMMENDATIONS OF THE PROPERTY AND LAND COMMITTEE MEETING OF 31ST OCTOBER 2019 NOT CONSIDERED ELSEWHERE ON THE AGENDA

It was **RESOLVED** to approve the following recommendations:-

- a. Richard Gomm`s quote be accepted re work to Station gatepost
- b. the further consideration/approval of the Heads of Terms for the Station lease be put on hold until a survey of the premises had been carried out, which would report on any necessary maintenance/repairs for the building (this may subsequently have implications for any proposed lease to be granted)
- c. that Heritage Preservation South West Ltd be contacted by the CEO to investigate the damp problems in the Station and for them to carry out any necessary works under the terms of the Council`s warranty. If NPS was instructed to carry out a survey of the building then the CEO to make them aware of the damp problem in the first instance
- d. the CEO be asked to chase Rob Johns for the required information to progress the Cricket Club`s lease
- e. the CEO to check with the Council`s insurers to ascertain whether they were of the view that PAT Testing was a requirement under the terms of the Council`s insurance

policy with regard to the pavilion. If so, then it would be a matter of ensuring all the Council's tenants were made aware of this requirement and, if there was no provision in their leases to this effect, that they be amended accordingly. The CEO to also ensure that the Council's electrical appliances were PAT tested

- f. that no further action be taken at the present time regarding the remarking of the car parking bays at the Council Offices
- g. to incur the costs re the IT works in the Council Offices (£435 for the cabling plus vat and £294 for the computer installation respectively)
- h. that a meeting of the Committee be set up specifically to discuss the Museum's land holding, and for the CEO to provide relevant information prior to the meeting. Further, that it be arranged for members of the Committee to have a tour of the building subject to the consent of the Heritage Society (as tenant), being obtained beforehand
- i. the CEO to check out the legal position regarding the number of directors required for the Ottery and District Skate and BMX Trust (registered at Companies House) and advise the current directors of the position and to recommend that they verify the information with Companies House
- j. that any reasonable use proposed by Libraries Unlimited ('LU') for the land at the rear of the library would be considered/approved, subject to LU entering into a licence agreement with the Council
- k. that consent be given to the property owners whose property adjoined the library site, (to erect scaffolding on part of the library site), subject to the property owners signing and returning the Council's consent form
- l. that the Council had no objections to the library being used for a 'sleep-over' subject to the CEO receiving satisfactory responses to the queries she had raised with Libraries Unlimited
- m. that the Council go out to tender for a tree survey to be carried out on all the trees situated on the Council's properties and that the CEO when approaching specialist companies/individuals, place emphasis on the preservation of the trees subject to them being compliant with health and safety legislation
- n. that NPS be instructed to carry out the surveys on all the Council buildings at the price they had quoted
- o. that the CEO advise the sellers of the land at Slade Close, that the Council would not be willing to purchase the land at the price they had proposed; that the sellers be made aware that TPOs had now been placed on the trees preventing the site from being developed. In addition the CEO to request of the sellers that they should ensure that the area was maintained and kept tidy in view of its location (within a residential area)
- p. that the noticeboard at the hospital remain in situ but to enquire of Men's Shed if it could be renovated/improved. No additional noticeboards for the Parish were to be acquired at this time
- q. that the Otari bell remain in situ (in Sainsbury's car park)
- r. that the Council provide support to Ottery in Bloom by the CEO informing the Council's contractors Idverde, of Ottery in Bloom's proposed entry in the Southwest In Bloom competition and to request that special attention be given by Idverde to the grounds maintenance of the town, prior to the judging taking place
- s. that Men's Shed go ahead with the restoration of the telephone box on the corner of Spring Gardens to include the provision of shelving for a library
- t. that the Council progress the installation of a replacement bridge at the Land of Canaan as a matter of urgency
- u. that Idverde deal with weed growth on the pavements in the town centre (as their contract provided for them to carry out additional work on behalf of the Council 'as and when') but the CEO to obtain a quote from them in the first instance
- v. that quotes be obtained by the CEO for the cutting/layering of the allotment hedge

- w. that the matter of a number of town centre properties being in need of cosmetic attention, be an item for the Regeneration Group to progress

19/11/11

TO APPROVE THE RECOMMENDATIONS OF THE HUMAN RESOURCES MANAGEMENT COMMITTEE MEETING OF 31ST OCTOBER 2019 (IF DISCUSSION IS REQUIRED, THE MATTER TO BE DISCUSSED IN CONFIDENTIAL SESSION)

It was **RESOLVED** to approve the recommendations contained in the Minutes dated 31st October 2019

19/11/12

TO RECEIVE REPORTS FROM EDDC AND DCC COUNCILLORS

The written reports of Cllr Johns and Deputy Mayor had been e-mailed to all councillors and would be attached to these Minutes. They had nothing further to add to their reports.

Cllr Faithfull provided a verbal report about various matters discussed at EDDC

It was **RESOLVED** that the Council send both Claire Wright as a former town councillor and Cllr Faithfull, the Council's best wishes in the forthcoming elections at which both of them would be standing

19/11/13

POLICE MATTERS

There was no police presence or report provided. Cllr Lucas reported on recent incidents (a girl being approached by a stranger and a man exposing himself in Ottery). He expressed concerns as to how the police had dealt with both matters and was of the view that they should have taken a more serious stance. After some discussion it was **RESOLVED** that a letter be sent to the Chief Constable (with a copy to Inspector Weeks), outlining the events and expressing the Council's concerns as to how these matters were dealt with by the police. In addition it was **RESOLVED** the Council to make a statement that as a Council we took incidents such as these seriously and that we would be following the matter up. It was agreed that the lack of a police presence in the town was likely to have created these problems

19/11/14

UPDATE ON REGENERATION AND TO CONSIDER A WAY FORWARD – INFORMATION/SUGGESTIONS TO BE PROVIDED BY FORMER COUNCILLOR MARTIN THURGOOD IN PERSON

Martin Thurgood provided background information about the Neighbourhood Plan. The Plan had 12 projects which needed to be delivered. He referred to Para 20 of the paper he had prepared some time ago in relation to the projects, which stated the following:- *The Town Council can usefully review the current position for implementing the NP Projects and, in particular, the arrangements for:*

1. *Providing strategic decision-making, prioritisation, resourcing, directing and oversight of all of the NP Projects;*
2. *Determining the way forward for the regeneration of the Town.*
3. *Revitalising the Heritage Action Group (NP Project 9); and*
4. *Revitalising the Town Centre Action Group (NP Project 10)`.*

It was **RESOLVED** than a small group of councillors (max 3) – have initial ad hoc meetings in order to draw up a paper to decide how the projects were to be moved forward. It was noted that Cllrs Stewart and Lucas had experience in project management. It was agreed that Cllrs Stewart, Lucas, Dobson and Mr Thurgood have initial meetings to come up with ideas which they could then present to the Council. Cllr Lucas suggested that if Mr Thurgood was so willing he could produce an outline proposal which could then be followed

by an action plan and its delivery by a Task and Finish Group. In addition it was agreed that contact should be made with West Hill Parish Council in view of the Neighbourhood Plan being a joint plan to ensure reviews are carried out in accordance with the Plan.

19/11/15

UPDATE ON S106/CIL MATTERS (INCLUDING APPROVAL (IF APPROPRIATE) OF RECOMMENDATIONS MADE AT THE WORKING PARTY MEETING OF 2ND OCTOBER 2019)

The notes of the meeting of 2nd October had been e-mailed out to all councillors. It was **RESOLVED** to accept all the recommendations/action points contained within the notes which were:-

Action Confirm that EDDC have officially actioned the request to progress the upgrading of children's play equipment at Winters Lane. Chair to write to Sulina.

Action The Council should officially launch a search for land in Alfington on which a play area could be located. Chair to discuss with CEO best way forwards.

Open Space Monies.

The following ideas were supported and should be progressed to EDDC

Action Bridge over the Land of Canaan leat near the Tumbling Weir should be replaced. Now that a new council is in place in both EDDC and OSMTC we should write to EDDC asking them to replace the bridge they removed. In anticipation of this being refused or being too expensive we should prepare to use S106 monies to construct this bridge.

Action Bridge over the Land of Canaan leat at the other end near the car park, near the existing small bridge in the NW corner. Chair to ask EDDC to consider as Open Space (formal park provision) request.

Action To construct a simple shelter for youths in the Land of Canaan car park area near the existing bench and information board in the SE corner of the car park. Chair to ask EDDC to consider as Open Space (formal park provision) request.

Action To construct a larger structure in the Land of Canaan playing area to be used as a bandstand, location for outdoor events, shelter etc Chair to ask EDDC to consider as Open Space (formal park provision) request.

Action To ask the Millennium Green Trust if they require any assistance or have any ideas Chair and CEO to write to Trust Chair

OSM Skate Park

Action Chair and Stewart Lucas to talk to the School to explore ways of fulfilling the school's obligation to allow access.

Action Chair and CEO to talk to Devon County Council to ensure that if any work or changes are required that between them the Councils will contribute sufficient funds.

Action Chair to liaise with CEO on ongoing legal transfer, and to meet (with S106 committee) with new trustees to determine a plan of action on completion.

Action It was agreed to consider upgrading the rough patch of land to the West of the existing concrete area. It is currently grassy and not finished. This area could be furnished with lights, CCTV, benches and tables. Chair to liaise with CEO on ongoing legal transfer, and to meet (with S106 committee) with new trustees to determine a plan of action on completion.

Sports Monies

Strawberry Lane

Action To approach Nick Cave to gain approval for a MUGA (Multi Use Games Area) between the Bowls and Petanque Clubs

Action Once permission granted, to write to Bowls, Petanque and Cricket club to inform them of proposal

Action Chair to ask EDDC to formally proceed with MUGA pitch. Particular attention must be given to ensuring that non-obtrusive, discreet yet powerful lighting systems are used to ensure absolute minimal disruption to any neighbouring properties.

Winters Lane

It was agreed that the Winters Lane playing field was not suitable for a MUGA

The Committee visited the site to assess what was possible. The land belongs to EDDC so would need to be changed by them.

Any significant change of use would need to have public consultation.

There was discussion about moving the Western goalpost further to the centre of the park.

This would leave plenty of room for two separate games of single goal football and then open up a large area at the Western end of the park.

Under Formal Park Provision (Open Spaces) the committee would like to consider creating a more natural area with trees and bushes planted. The committee would also like a natural footpath (chippings, stones, etc) around the perimeter of the park to allow year round access. We would also recommend a gate on the Southern side of the park as access is currently limited to 2 places.

Action Chair to write to EDDC to propose consultation (if required) on the upgrade to the playing field area, or straight to consideration for S106 project.

Ottery St Mary AFC

Action Chair to write to OSM AFC to ask if any funding is required or if any projects could be considered.

Ottery St Mary Primary School

Action Chair to write to Primary School to determine if any funds are required to maintain or develop swimming pool, including use by public.

19/11/16

OTTERY HOSPITAL - UPDATE AND REPORT ON ANY MEETINGS ATTENDED

Cllr Lucas had attended a number of meetings. He was aware of various things happening in relation to the hospital. A number of people had responded positively re the Town Council's Hospital Working Group. Coleridge Medical Centre had declined due to pressure of work. However he was hoping to have a conversation with Dr Kerr with regards to him attending the Working Group. The Help Scheme had also initially declined but he was hoping to change their mind. He advised that there was ongoing work behind the scenes with other local organisations

19/11/17

CLIMATE CHANGE ISSUES

i. Update on Greener Ottery

Cllr Stewart advised that Greener Ottery had been present at the last Community Market but attendance had been disappointing. It would be present at the next Community Market in December. Greener Ottery would be advertising around town shortly encouraging people to change to the renewable energy supplier 'Octopus.' The more people that changed supplier, would result in funding for Greener Ottery plus each individual would each receive £50

ii. Approval of draft Energy Policy

The draft policy had been e-mailed out to all councillors. It was **RESOLVED** to accept the Energy Policy

iii. Follow up to request from a parishioner for the completion of tree planting along Sidmouth Road

Cllr Stewart has been in contact with the parishioner to inform her that Greener Ottery would be progressing this matter in the future. In view of this, the Council concluded that there was no requirement for the Council's further involvement at this stage. However it was **RESOLVED** that the Council endorse Greener Ottery's plans for additional tree planting in that area

19/11/18

TO RECOMMEND A RECIPIENT FOR THE `RECYCLE DEVON THANK YOU AWARDS 2020`

There has been a flurry of e-mails about this subject. OSM Carnival and Tar Barrels Ctte had been suggested as a recipient in view of them introducing the plastic beaker at the Tar Barrel event last year. In addition, it was suggested that Plastic Free Ottery and RIO should be nominated. It was **RESOLVED** that all these organisations be nominated. The Mayor would submit a supporting statement in respect of the OSM Carnival and Tar Barrels Ctte and Plastic Free Ottery. Cllr Copus agreed to submit a supporting statement in respect of RIO

19/11/19

CHRISTMAS

i. To consider and agree (if applicable) the cost of having a Christmas Tree at the Christmas Tree Festival and agree which councillors will decorate and remove it.

It was **RESOLVED** to purchase a Christmas tree in the sum of £64. Cllr Johns together with Cllrs Lucas and Grainger agreed to decorate the tree and arrangements would be made to remove it from the church at the appropriate time

ii. To confirm agreement to a Santa Fun Run

Otter Valley Rotary planned to organise a Santa Fun Run on 1st Dec. They would be contacting the police and DCC Highways and providing a risk assessment. The Council was supportive of the event and had no objections

iii. Any other matters pertaining to Christmas

Cllr Stewart spoke about Late Night Christmas Shopping. He confirmed that everything was in place, although he was still waiting for Stagecoach to respond in connection with a rolling road closure order on the night. He advised that councillors were welcome to attend the event and that he would advise them of timings. He also advised that there may be some attractions that may simply turn up on the night of which he had had no prior knowledge.

19/11/20

TO CONSIDER SAFETY CONCERNS RE PARKING ISSUES AT OTTERY ST MARY PRIMARY SCHOOL

A parishioner has contacted relevant agencies in view of her concerns about the parking situation outside of the school. She has advised that the situation was getting worse. PCSO Jon Simms would be having an initial meeting with the parishioner and the school. However the parishioner was seeking to have a further meeting with parent representatives, the primary school and PCSO Simms, to try and deal with the issue. She was asking for a Council representative to attend the meeting, once it was arranged. Cllrs Johns and Lucas confirmed that either would be willing to attend a meeting subject to their availability. It was suggested that if more children walked to school and parents were not reliant on their vehicles to transport their children, this would greatly assist in resolving the problem

19/11/21

TO CONSIDER AND MAKE COMMENTS BY 18TH NOVEMBER (IF APPLICABLE) TO DEVON COUNTY COUNCIL`S TRAFFIC MANAGEMENT PERMIT SCHEME

The information had been e-mailed out to all councillors. After some discussion the Council **RESOLVED** to confirm its support for the proposed Permit Scheme

19/11/22

TO CONSIDER DEVON COUNTY COUNCIL`S PROPOSAL TO HAVE A WEIGHT RESTRICTION FOR SIDFORD, WITH POTENTIAL IMPLICATIONS FOR OTTERY

It was understood that DCC Cllr Stuart Hughes was likely to be in favour of a Weight Restriction for Sidford being introduced and likely pursue it through DCC Highways and Traffic Orders Committee, despite DCC officers not supporting it. It was **RESOLVED** that a letter be sent to DCC (Cllr Claire Wright and EDDC and West Hill Parish Councillor Jess Bailey, to be copied in), advising that the Council strongly opposed the proposed weight restriction for Sidford, as this would result in additional traffic being discharged onto inadequate roads in the parish of Ottery

19/11/23

UPDATE ON THE COUNCIL`S EMERGENCY RESPONSE PLAN AND TO RECONSIDER WHETHER THE COUNCIL SHOULD PAY THE ANNUAL COSTS FOR RIVER/RAIN WATER GAUGES

The CEO advised that parts of the Emergency Plan were now out of date and that Cllr Stewart had stepped down as the councillor assisting with the updating of the Plan. The parishioner who was also involved was now reconsidering his position about his role (as the Emergency Planning Officer) as he was of the view that the Council did not appear to have the time or resources to commit to the Plan. With regards to the CEO obtaining further information regarding the maintenance costs of the rain water gauges (approx. £5,000 per annum) which the Council had been asked to pay; the CEO had still not received any information which suggested that it would be in the Council`s best interests to incur this annual cost. It was **RESOLVED** that the offer from Kate Pearson, Flood Resilience Officer (to meet informally with members of the Council) be accepted as she would advise councillors as to how the rain water gauges worked and their benefits, to enable the Council to make a decision on the renewal of the contract. She would be available from December onwards. The CEO would arrange a meeting at which the Mayor, Deputy Mayor and Cllrs Copus, Grainger and Dobson would be present

19/11/24

REMEMBRANCE SUNDAY ARRANGEMENTS

The CEO advised of the processional arrangements for the 10th November (meeting at the Land of Canaan). The CEO required to know numbers of persons who would be attending the Remembrance Day Service at the church at 10.30am in order that she could reserve seats. The Mayor and Deputy Mayor, Cllrs Johns, Faithfull, and the CEO advised that they would be present. Anyone else who wished to attend should let the CEO know. It was agreed that councillors should meet at the Council Offices at 9.50am. The Mayor advised of the firing of maroons in the churchyard on Monday, 11th November at 11.00am

19/11/25

CONSIDERATION OF NEWTON POPPLEFORD`S DRAFT NEIGHBOURHOOD PLAN AND FOR THE COUNCIL TO MAKE COMMENTS (IF APPLICABLE) BY 14TH DECEMBER

Councillors had been provided with a link to the draft plan. No comments were made but should councillors wish to comment they needed to be submitted to the CEO before 14th December

19/11/26

VE DAY CELEBRATIONS – UPDATE AND TO CONSIDER THE FORMATION OF A TOWN COUNCIL WORKING PARTY FOR THIS AND OTHER TOWN EVENTS

The CEO advised that the Council needed to decide if it was going to set up a working party to manage and co-ordinate the VE celebrations and other future town events. The CEO has obtained information from the Council's insurers which confirmed that if the Council's public liability insurance was used to cover any events (inc VE Day) that they would need to be Council organised events. The Council's insurance could not be used to cover other organisations. E-mails containing relevant information had been e-mailed out to all councillors. Cllr Stewart made a proposal that a working party should be set up and the draft terms of reference for the setting up of a working party be submitted to Cllr Faithfull (for him to finalise and they could then be considered by the Council at the December meeting). Cllr Lucas seconded the proposal. There was then further lengthy debate which resulted in Cllr Stewart wishing to withdraw his proposal. *This was not withdrawn in view of the requirement of the Council's Standing Orders*see below.* Cllr Lucas made the same proposal which was not seconded. Cllr Stewart's proposal was carried. In addition, the Mayor advised that if the Ottery branch of the Royal British Legion was unhappy with the Council's decision as to the management of the event, then Cllr Faithfull would need to inform the Council at its December meeting

**The Council's Standing Orders state:- If a motion (including an amendment) has been seconded, it may be withdrawn by the proposer only with the consent of the seconder and the meeting*

19/11/27

TO REVIEW THE FORMAT FOR THE ANNUAL PARISH MEETING

This would be referred to the December meeting

19/11/28

FINANCIAL MATTERS

i. TO APPROVE THE OCTOBER 2019 COUNCIL SCHEDULE OF PAYMENTS

The October 2019 Council Schedule was presented by the Mayor, showing £24,086.44 (incl. VAT) for Council expenditure. It was **RESOLVED** that the Schedule be approved (which was duly signed by the Mayor)

ii. TO CONSIDER AND APPROVE (IF APPLICABLE) THE QUARTERLY ACCOUNTS

The accounts had been e-mailed to all councillors and it was **RESOLVED** to accept the same

iii. TO APPROVE THE COST OF THE REVISED CLERK'S MANUAL

It was **RESOLVED** to accept the cost a new Clerk's Manual in the sum of £47.50

19/11/29

ANY MATTERS OF URGENCY BROUGHT FORWARD BY THE MAYOR

The Mayor had no urgent matters to report

19/11/30

REPORT BY THE MAYOR (TO INCLUDE POTENTIAL ID REQUIREMENTS AT FUTURE ELECTIONS)

Councillors have already been provided with information by e-mail. It was agreed that there was no requirement for a discussion on ID requirements at this stage

19/11/31

REPORT BY THE CEO

The CEO advised that the both she and the Deputy CEO had attended the DALC Annual Conference which they found to be enjoyable and interesting. They had attended social media; climate change and 'London Bridge' workshops. They would both be attending first aid training in Sidmouth on 11th November. Sue Ginman had had her last day at work but

was happy to cover for staff sickness and holidays `as and when`. The new computers would be installed on 15th November. The CEO thanked the Council for providing a new microwave for staff use. The volunteer co-ordinator position had now been advertised in the press and on the Council`s website. It was hoped that interviews would take place by the end of the month. The CEO thanked Cllr Faithfull for resolving the issue of the sloping filing cabinets in the CEO`s office

19/11/32

TO RECEIVE CORRESPONDENCE FOR INFORMATION AND ANY LATE CORRESPONDENCE (INC SKATEPARK ANNUAL REPORT)

From	Details
Cllr Pang	Annual Skate park report
Mike Bomford DCC Media & Public Relations Manager	Devon Climate Emergency Info
EDDC	Notification of street trading application at OSM FC re A Elisei

19/11/33

TO NOTE ANY REPORTS PREVIOUSLY E-MAILED BY COUNCILLORS OF MEETINGS ATTENDED AS COUNCIL REPRESENTATIVES

All reports received from councillors were noted

19/11/34

COUNCILLORS QUESTIONS (COUNCILLORS TO DIRECT QUESTIONS TO THE MAYOR ON ANY MATTERS IN RELATION TO WHICH THE COUNCIL HAS POWERS OR DUTIES, OR WHICH AFFECT THE PARISH. THE MAYOR TO PROVIDE A RESPONSE BUT WITH DISCRETION TO RE-DIRECT A QUESTION TO ANOTHER COUNCILLOR(S) WHO MAY BE BETTER PLACED TO ANSWER THE SAME

Cllr Johns enquired as to whether any of the councillors would like to come down to see the tree planting re the Community Orchard at the Land of Canaan. Cllr Johns would email the CEO details of the proposed event which she would then circulate

The meeting ended at 9.27 pm

SIGNATURE OF MAYOR	
DATE OF SIGNATURE	
DATE/VENUE OF NEXT MEETING	Monday 6 th January 2020 at 7pm in the Council Chamber, The Old Convent, 8 Broad Street, Ottery St Mary

