

OTTERY ST MARY TOWN COUNCIL

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Dear Councillors

I hereby give you notice that an **Ordinary Meeting of Ottery St Mary Town Council** will be held at OTTERY HUB (formerly The Station) on **MONDAY 6TH DECEMBER 2021 AT 7.00PM**

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

Yours faithfully

Kerry Kennell

Deputy Chief Executive Officer

30th November 2021

The meeting is open to the press and public. Our Risk Assessment requires that anyone who wishes to attend the meeting in person, contacts the Deputy CEO in advance to ensure social distancing and attendance protocol are fully understood and adhered to.

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 3rd December 2021**. 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 1st November 2021 (minute refs 21/11/01 – 21/11/25), 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 15th November 2021 (minute refs P21/11/01 – P21/11/09)
- b) To consider and determine observations on the following Planning Applications:

Reference	Applicant	Details
21/1688/MFUL	Motor Fuel Group Land South Of Lily Cottage Exeter Road Wimple	Roadside Service Area (RSA), including a Petrol Filling Station (PFS) comprising of a forecourt sales building, canopy, separate HGV and Car fuel pumps and underground storage tanks and a new Class E/Sui Generis drive-thru restaurant alongside associated car, coach and HGV parking, landscaping and off-site highway works on the B3174.
21/2896/FUL	Mrs Vicki Lawrence Knightstone Knightstone Farm OSM EX11 1PP	Proposed siting of additional shepherds hut

7. To note the Minutes of the Property and Land Committee Meeting of 11 November 2021 (minute refs PL21/11/01 – P21/11/17)

- a) To approve (if appropriate) the recommendations from the Property and Land Committee

8. To note the Minutes of the Finance Committee Meeting of 4 November 2021 (minute refs F21/11/01-F21/11/13)

- a) To approve (if appropriate) the recommendations from the Finance Committee

9. To note the minutes of the Regeneration and Climate Action of 12 November 2021 (minute refs RCA21/11/01 - RCA21/11/14)

- a) To approve (if appropriate) recommendations of the Regeneration and Climate Action Committee

10. To note the Minutes of the Ottery Hub Committee Meeting of 29 November 2021 (minute refs OH21/11/01 - OH21/11/11)

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

11. Tipton St John Primary School Working Group update and approval of any recommendations or pertinent matters

12. Section 106 update

13. Ridgeway Leat Working Group - To review and approve Terms of Reference

14. To receive Reports from EDDC and DCC Councillors

15. Police matters
16. Confirmation of decisions made under the Scheme of Delegation
17. Financial Matters:
 - a) To approve the November 2021 Council Schedule of Payments
 - b) To approve the quarters accounts (July-September)
18. Christmas
 - a) To receive an update regarding Christmas from the Mayor
 - b) To confirm opening hours of Council offices during the Christmas period
19. Tourism Working Group update and approval of any recommendations or pertinent matters
20. The Annual Parish Meeting - to consider when the meeting should be held
21. To consider and approve (if appropriate) rescission of motion P/21/08/04 - A discussion was held regarding future planning meetings.....
22. To consider and approve (if appropriate) a donation to The Men's Shed to cover the cost of labour for the repair of the Monument Bench
23. Straitgate Quarry – to receive an update and to agree any further action required
24. To receive an update from the Ottery Community Volunteers regarding their progress in finding a permanent home for the Community Larder (*to be a regular agenda item*)
25. Report from the Mayor
26. Report from the CEO/Deputy CEO
27. To note any specific correspondence received
28. To note any reports previously e-mailed by Councillors of Meetings attended.
29. Councillors Questions on Councillors Business

Date of the next meeting: Monday 10th January 2022 at 7pm at Ottery Hub (formerly The Station)