

## 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 10<sup>TH</sup> JANUARY 2022 AT 7.00PM**

All members of the Council are here-by summoned to consider the matters detailed on the Agenda below

Yours faithfully

*K Kennell*

Kerry Kennell

**Deputy Chief Executive Officer**

4 January 2022

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 7<sup>th</sup> January 2022**. 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 6<sup>th</sup> December 2021 (minute refs 21/12/01 – 21/12/25), and to approve the signing of the Minutes by the Mayor as a correct record
6. To note the Minutes of the Planning Committee Meeting of 13<sup>th</sup> December 2021 (minute refs P21/12/01 – P21/12/09)
7. To note the Minutes of the Ottery Hub Committee Meeting of 4 January 2022 (minute refs OH22/01/01 - OH22/01/11)
8. To approve any recommendations or pertinent matters re the aforementioned Ottery Hub Committee Meeting
9. Regeneration and Climate Action Committee - Update and approval of any recommendations or pertinent matters (*to be a regular agenda item*)
10. Property and Land Matters  
To consider tenders for works at the Ridgeway Allotments and (if appropriate) appoint a contractor
11. Tipton St John Primary School Working Group - Update and approval of any recommendations or pertinent matters
12. S106 - Update and approval of any recommendations or pertinent matters (*to be a regular agenda item*)
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 consider and approve the December 2021 Council Schedule of Payments
  - b) To consider and approve the quarterly accounts (July-September)

- c) To consider and approve the Council's budget and the proposed Precept for 2022-2023

18. Tourism Working Group- Update and approval of any recommendations or pertinent matters

19. Ottery Community Volunteers – Update regarding their progress in finding a permanent home for the Community Larder (*to be a regular agenda item*)

20. Report from the Mayor

21. Report from the CEO/Deputy CEO

22. To consider meeting virtually due to current Coronavirus levels in the area

- a) To consider and approve (if appropriate) writing to Simon Jupp MP to request legislation is amended to allow remote meetings to take place
- b) To consider and approve (if appropriate) the option for the Council to have virtual consultative meetings instead of Committee and Full Council physical meetings and decisions that would have been taken by those meetings if the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 had continued in force, shall be delegated to the Chief Executive Officer ('CEO') (or the Deputy CEO in the CEO's absence) in consultation with the Mayor, Deputy Mayor and relevant Committee Chair (if appropriate) . In taking decisions as aforementioned, the CEO or Deputy CEO shall have heard all of the debate having been at the consultative meeting or heard the recording of it.

23. To consider and approve (if appropriate) an additional waste/dog bin at Tipton St John

24. To consider and approve (if appropriate) a budget for the Queen's Platinum Jubilee

25. To note any specific correspondence received

26. To note any reports previously e-mailed by Councillors of Meetings attended

27. Councillors Questions on Councillors Business

**Date of the next meeting: Monday 7<sup>th</sup> February 2022 at 7pm - location to be confirmed**