



OTTERY ST MARY TOWN COUNCIL

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Dear Councillors

I hereby give you notice that the **Ordinary Meeting of Ottery St Mary Town Council** will be held at the **COUNCIL OFFICES, 8 BROAD STREET, EX11 1BZ** on **MONDAY 5TH SEPTEMBER 2022 AT 7.00PM**

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

Yours faithfully

Kerry Kennell

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Deputy Chief Executive Officer

31st August 2022

The meeting is open to the press and public. Attendees are requested to wear a face mask until seated; to wear suitable clothing as the room will be ventilated with open windows/door; not to attend if they are suffering from any covid symptoms or have tested positive for covid.

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 2nd September 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 Council's 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 Meetings of the Town Council of 1 August 2022 (minute refs 22/08/01 – 22/08/36) and 30th August 2022 (minute refs 22/08/37 - 22/08/41) and to approve the signing of the Minutes by the Mayor as a correct record
6. To receive Reports from EDDC and DCC Councillors
7. Planning Committee: To note the Minutes of the Planning Committee Meeting of 15th August 2022 (minute refs P22/08/01 – P22/08/09) and 26th August 2022 (minute refs P22/08/10 - P22/08/19)
8. Human Resource Management Committee:
 - a. To note the Minutes of the Human Resource Management Committee of 22nd August 2022 (minute refs HR22/08/01 - HR22/08/06)
 - b. To consider (and approve if appropriate) recommendations from the Committee
9. Finance Committee:
 - a. To note the Minutes of the Finance Committee of 30th August 2022 (minute refs F22/08/01 - F22/08/11)
 - b. To consider (and approve if appropriate) recommendations from the Committee
10. Straitgate Quarry – to further consider request for funding by Straitgate Action Group
11. S106: Update and approval of any recommendations or pertinent matters (to be a regular agenda item)
12. Regeneration and Climate Action Committee – to receive an update
13. Property and Land Committee
 - a. To note the Minutes of the Property and Land Committee meeting of 18th August 2022 (minute refs PL22/08/01 - PL22/08/06)
 - b. To consider (and approve if appropriate) recommendations from the Committee
14. Police matters and update from CEO on requested police attendance at meetings
15. Confirmation of decisions made under the Scheme of Delegation
16. Financial Matters:
 - a. To consider and approve the August 2022 Council Schedule of Payments
 - b. To agree transfer of £1834.40 to Bloom in Ottery

- c. To consider remaining or opting out of the Smaller Authorities Audit Appointments (Central External Auditor appointment)
 - d. To consider incorporating proposed amendments to the Town Council Allowances Policy
17. Skate Park – To receive an update on the current situation
18. To consider (and approve if appropriate) quotations to upgrade the Wi-Fi at the Council Offices
19. To consider restarting the Emergency Plan Working Group and if so agree membership of the group.
20. To consider repairs required in the cemetery and to agree a course of action
21. To consider and agree (if appropriate) a proposed new footpath in Strawberry Lane (which will cross land owned by OSM Cricket Club), plus consideration of associated land issues, as raised by the Cricket Club (the proposed footpath is in conjunction with the proposed MUGA)
22. To consider a request for the Council to pay towards the remembrance wreath for the Ottery Veterans for Remembrance Day Parade and to purchase a wreath for Ottery St Mary Town Council
23. To consider the cost of living and energy crisis and to agree (if appropriate) measures that can be put in place to support members of the parish
24. Christmas 2022
- a. To agree membership of the Christmas Working Group
 - b. To confirm the first Christmas Working Group meeting is at 10am on Thursday 8th September.
 - c. To approve purchasing decorations for the Christmas tree positioned in front of the Library
25. Tipton School – Update
26. Tourism Working Group: Update and approval of any recommendations or pertinent matters
27. To consider Report from the Mayor
28. Report from the CEO/Deputy CEO
29. Bloom in Ottery - to receive an update
30. To note any specific correspondence received
31. To note any reports previously e-mailed by Councillors of Meetings attended
32. Councillors Questions on Councillors Business

Date of the next meeting: Monday 3rd October 2022 at 7pm – Council Offices, 8 Broad Street, Ottery St Mary