



## 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 13<sup>TH</sup> MARCH 2023 AT 7.00PM**

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

Yours faithfully

*Kerry Kennell*

Kerry Kennell

**Chief Executive Officer**

7<sup>th</sup> March 2023

The meeting is open to the press and public. Attendees are requested 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 10<sup>th</sup> March 2023**. 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. Report from visiting Police and opportunity for councillors to raise questions
6. To receive the Minutes of the Meetings of the Town Council of 6<sup>th</sup> February 2023 (minute refs 23/02/01 – 23/02/32) and to approve the signing of the Minutes by the Mayor as a correct record
7. To receive Reports from EDDC and DCC Councillors
8. Planning Committee: To note the Minutes of the Planning Committee Meeting of 7<sup>th</sup> February 2023 (minute refs P23/02/01 - P23/02/10) and 7<sup>th</sup> March 2023 (minute refs P23/03/01 - P23/03/10)
9. Regeneration and Climate Action Committee
  - a. To note the Minutes of the Regeneration and Climate Action Committee Meeting of 21<sup>st</sup> February 2023 (minute refs RCA23/02/01 – RCA23/02/11)
  - b. To consider (and approve if appropriate) recommendations from the Committee
  - c. To consider (and approve if appropriate) quotations to facilitate the Traffic Consultation
10. Station Hub Committee
  - a. To note the Minutes of the Station Hub Committee Meeting of 27<sup>th</sup> February 2023 (minute refs SH23/02/01 – SH23/02/11)
  - b. To consider (and approve if appropriate) recommendations from the Committee
11. Property and Land Committee
  - a. To note the Minutes of the Property and Land Committee Meeting of 2<sup>nd</sup> March 2023 (minute refs SH23/03/01 – SH23/03/19)
  - b. To consider (and approve if appropriate) recommendations from the Committee
12. S106: Update and approval of any recommendations or pertinent matters (to be a regular agenda item)
13. Confirmation of decisions made under the Scheme of Delegation

14. Financial Matters:
  - a. To consider and approve the February 2023 Council Schedule of Payments
  - b. To approve the CEO having a debit card
15. Tourism Working Group: Update and approval of any recommendations or pertinent matters
16. To receive an update regarding offering a warm space during the winter to members of the parish and make any decisions relating to this (if appropriate)
17. To consider whether the Council wishes to sign up to the NALC Civility and Respect Pledge
18. To consider and approve (if appropriate) a donation to The Men's Shed to cover the cost of labour for the repair of the noticeboard in Broad Street
19. Consideration of proposed increase on annual grounds maintenance contracted price and approval by the Council (if appropriate)
20. Consideration of quote by contractor re tree trimming works at Winters Lane Tennis Courts and approval by the Council (if appropriate)
21. Consideration of quotes to re site the Bowling Club Fence
22. Skatepark: To receive an update on the skatepark and to consider (if appropriate) entering into a Preferred Tender Agreement with Maverick
23. The King's Coronation Working Group: Update and approval of any recommendations or pertinent matters
24. To consider a request by a resident of Alfington for a defibrillator to be installed in the village
25. To receive feedback regarding Special Meeting of the Twinning Association and to consider and approve (if appropriate) next steps
26. To receive an update regarding the recruitment of additional staff
27. To consider arranging Annual Parish Meeting outside of the purdah period
28. To consider Report from the Mayor
29. Report from the CEO
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 3<sup>rd</sup> April 2023 at 7pm  
Council Offices, 8 Broad Street, Ottery St Mary**