



## 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 3<sup>RD</sup> APRIL 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**

28<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 31<sup>st</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 13<sup>th</sup> March 2023 (minute refs 23/03/01 – 23/03/35) 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
  - a. To note the Minutes of the Planning Committee Meeting of 14<sup>th</sup> March 2023 (minute refs P23/03/01 - P23/03/11) and 28<sup>th</sup> March 2023 (minute refs P23/03/12 - P23/03/21)
  - b. To consider (and approve if appropriate) recommendations from the Committee
9. Station Hub Committee – to receive an update regarding the feasibility report
10. Regeneration and Climate Action Committee
  - a. To receive an update regarding the traffic consultation event
  - b. To receive an update regarding the designation of a new Neighbourhood Area
11. Finance Committee
  - a. To note the Finance Committee Meeting of 24<sup>th</sup> March 2023 (minute refs F23/03/01 – F23/03/08)
  - 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 March 2023 Council Schedule of Payments
  - b. To approve the CEO having a credit card

15. Tourism Working Group: Update and approval of any recommendations or pertinent matters
16. Skatepark: To receive an update on the skatepark and to consider (if appropriate) entering into a Preferred Tender Agreement with Maverick
17. The King's Coronation Working Group: Update and approval of any recommendations or pertinent matters
18. To receive an update regarding Bloom in Ottery
19. To consider whether the Council wishes to sign up to the Hedgehog Highways Project
20. To receive an update regarding:- i. the draft lease with the Heritage Society and approve (if appropriate) a final version for signature and ii. the planning application in respect of the replacement window
21. To consider a request by a resident of Alfington for a defibrillator to be installed in the village
22. To consider and approve (if appropriate) replacing the mirror on Clapps Lane and Winters Lane
23. To consider and approve (if appropriate) adopting the existing Code of Conduct in May 2023 with a recommendation that this should be reviewed when EDDC are in a position to provide Code of Conduct training on their 2022 version.
24. To receive feedback regarding Special Meeting of the Twinning Association and to consider and approve (if appropriate) next steps
25. To receive an update regarding the recruitment of additional staff
26. Consideration of correspondence regarding insurance claim
27. To consider Report from the Mayor
28. Report from the CEO
29. To note any specific correspondence received
30. To note any reports previously e-mailed by Councillors of Meetings attended
31. Councillors Questions on Councillors Business

**Date of the next meeting: Monday 15<sup>th</sup> May 2023 at 7pm  
Council Offices, 8 Broad Street, Ottery St Mary**