



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 DECEMBER 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

Kerry Kennell

Chief Executive Officer

29th November 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 December 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. Report from visiting Police and opportunity for councillors to raise questions
6. To receive the Minutes of the Meetings of the Town Council of 7th November 2022 (minute refs 22/11/01 – 22/11/31) 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. To consider East Devon Local Plan Consultation
9. Planning Committee: To note the Minutes of the Planning Committee Meeting of 14th November 2022 (minute refs P22/11/01 - P22/11/11)
10. S106: Update and approval of any recommendations or pertinent matters (to be a regular agenda item)
11. Regeneration and Climate Action Committee
 - a. To note the Minutes of the Regeneration and Climate Action Committee of 15th November 2022 (minute refs RCA22/11/01 – RCA22/11/13)
 - b. To consider (and approve if appropriate) recommendations from the Committee
12. Finance Committee
 - a. To note the Minutes of the Finance Committee meeting of 23rd November 2022 (minute refs F22/11/01 – F22/11/10)
 - b. To consider (and approve if appropriate) recommendations from the Committee
13. Station Community Hub Committee:
 - a. To note the Minutes of the Station Community Hub Committee of 28th November 2022 (minute refs SH22/11/01 – SH22/11/13)
 - b. To consider (and approve if appropriate) recommendations from the Committee
14. Property and Land Committee
 - a. To note the Minutes of the Property and Land Committee meeting of 1 December 2022 (minute refs PL22/12/01 - PL22/12/11)
 - b. To consider (and approve if appropriate) recommendations from the Committee
15. Confirmation of decisions made under the Scheme of Delegation

16. Financial Matters:

- a. To consider and approve the November 2022 Council Schedule of Payments

17. 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)

18. To receive an update from the Christmas Working Group

19. Tourism Working Group: Update and approval of any recommendations or pertinent matters

20. To consider Report from the Mayor

21. Report from the CEO

22. To note any specific correspondence received

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

24. Councillors Questions on Councillors Business

Date of the next meeting: Monday 9th January 2023 at 7pm – Council Offices, 8 Broad Street, Ottery St Mary