**OTTERY ST MARY TOWN COUNCIL**

Council Offices, The Old Convent, 8 Broad Street, Ottery St Mary. Devon. EX11 1BZ

Tel: 01404 812252

E-mail: [supportofficer@otterystmary-tc.gov.uk](mailto:supportofficer@otterystmary-tc.gov.uk)

Web Site:- [www.otterystmary-tc.gov.uk](http://www.otterystmary-tc.gov.uk)

To:  **THE** **MEMBERS OF THE PROPERTY AND LAND COMMITTEE OF OTTERY ST MARY TOWN COUNCIL**

Dear Councillors

I hereby give you notice that a **PROPERTY AND LAND COMMITTEE MEETING** will be held in the **MEETING ROOM** at the **COUNCIL OFFICES, THE OLD CONVENT, 8 BROAD STREET, OTTERY ST MARY** on **THURSDAY 26TH JANUARY 2023 AT 4.30PM**

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

Christine McIntyre

**CHRISTINE MCINTYRE**

**SUPPORT OFFICER**

20th January 2023

**Recording of Meetings etc -** 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 Chair 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 Chair may approve an exception to this request in special circumstances

**AGENDA**

1. To receive apologies
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 approve and sign the Minutes of the Property and Land Committee Meeting of 1st December 2022
5. Update on the progress of the Museum lease and to make recommendations relating thereto and to recommend a contractor(s) to install the replacement window
6. Update on the Skatepark and to make recommendations as appropriate

1. Cemetery Matters – Update
2. Update on Property Strategy for the Station plus consideration of any other pertinent matters relating to the Station (including licences and tenancy agreements)

1. Consideration of proposed Expression of Interest form re proposed transfer of land to the Council (re EDDC`s Community Asset Transfer) and (if appropriate) to recommend submission of the form to EDDC
2. Consideration of issue with tree at Winter`s Lane (tennis courts) and to recommend a plan of action
3. Update re car parking area (front of the Council Offices)
4. Update on safety checks carried out on all Council properties
5. Consideration of Miscellaneous Property Matters
6. To receive Councillors’ questions relating to Property and Land

1. Date of next Property and Land Committee meeting