



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 **TIPTON ST JOHN COMMUNITY HALL, TIPTON ST JOHN, EX10 0AF** on **MONDAY 3RD JULY 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
Chief Executive Officer
27th June 2023

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 30th June 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. To receive an overview and update on the Coast & Country project from Louise Cole
6. To receive the Minutes of the Meetings of the Town Council of 5th June 2023 (minute refs 23/06/01 – 23/06/28) and the Extraordinary Town Council meeting of 20th June 2023 (minute refs 23/06/29 - 23/06/33) and to approve the signing of the Minutes by the Mayor as a correct record
7. Report from visiting Police and opportunity for councillors to raise questions
8. To receive Reports from EDDC and DCC Councillors
9. Co-option of Tipton St John Ward Councillor: To consider applications and make a decision (if appropriate)
10. Planning Committee
 - a. To note the Minutes of the Planning Committee Meeting of 6th June 2023 (minute refs P23/06/01 - P23/06/10) and 26th June 2023 (minute refs P23/06/11 - P23/06/21)
 - b. To consider (and approve if appropriate) recommendations from the Committee
 - c. To receive update regarding Tree Preservation Orders at Straitgate
11. Operations Committee: To note the minutes of the Operations Committee Meeting of 1st June 2023 (minute refs O23/05/01 – O23/05/22)
12. Environment, Local Development and Commerce Committee:
 - a. To note the Minutes of the Environment, Local Development and Commerce Committee of 8th June 2023 (minute refs ELDC23/06/01 – EDLC23/06/16)
 - b. To consider (and approve if appropriate) recommendations from the Committee
13. Finance Committee:
 - a. To note the Minutes of the Finance Committee of 21st June 2023 (minute refs F23/06/01 – F23/06/09)

- b. To consider (and approve if appropriate) recommendations from the Committee
14. Human Resources Committee:
- a. To note the Minutes of the Human Resources Committee of 26th June 2023 (minute refs *HR23/06/01 – HR23/06/08*)
 - b. To consider (and approve if appropriate) recommendations from the Committee
15. Strategy Committee
- a. To note the Minutes of the Strategy Committee Meeting of 29th June 2023 (minute refs *S23/06/01 – S23/06/10*)
 - b. To consider (and approve if appropriate) recommendations from the Committee
16. Confirmation of decisions made under the Scheme of Delegation
17. Financial Matters:
- a. To consider and approve amended May 23 Council Schedule of payments
 - b. To consider and approve the June 23 Council Schedule of Payments
18. To consider quotations for the roof repair/replacement (and make a decision if appropriate)
19. To receive an update about the Post Office services available in town and the possibility of a Banking Hub being opened in Ottery St Mary
20. To consider Road Warden scheme and make decisions if appropriate
21. To consider 20's Plenty Campaign and make decisions if appropriate
22. To receive an update from the Events Working Group regarding Christmas late night event
23. To consider and approve (if appropriate) training requirements for Council as a whole and individual Councillors
24. To review the following policies: Flag Flying Policy; Records and Retention Policy; Press and Media Policy
25. To consider Report from the Mayor
26. Report from the CEO
27. To note any specific correspondence received
28. To note any reports previously e-mailed by Councillors of Meetings attended
29. Councillors Questions on Councillors Business

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