



## **OTTERY ST MARY TOWN COUNCIL**

Council Offices, The Old Convent, 8 Broad Street,

Ottery St Mary. Devon EX11 1BZ

Tel: 01404 812252

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

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

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, OSM, EX11 1BZ** on **MONDAY 7<sup>TH</sup> AUGUST 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

Town Clerk

1<sup>st</sup> August 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 4<sup>th</sup> August 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

Before the meeting begins the Council wish to recognise Elli Pang for her contribution to Ottery St Mary Town Council.

## 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 the Minutes of the Meeting of the Town Council of 3<sup>rd</sup> July 2023 (minute refs 23/07/01 – 23/07/29) and to approve the signing of the Minutes by the Mayor as a correct record
6. Report from visiting Police and opportunity for councillors to raise questions
7. To receive Reports from EDDC and DCC Councillors
8. Planning Committee
  - a. To note the Minutes of the Planning Committee Meeting of 10<sup>th</sup> July 2023 (minute refs P23/07/01 - P23/07/11) and 24<sup>th</sup> July 2023 (minute refs P23/07/12 - P23/07/20)
9. Environment, Local Development and Commerce Committee:
  - a. To note the Minutes of the Environment, Local Development and Commerce Committee of 6<sup>th</sup> July 2023 (minute refs ELDC23/07/01 – EDLC23/07/14) and 2<sup>nd</sup> August 2023 (minute refs ELDC23/08/01 - ELDC23/08/15)
  - b. To consider (and approve if appropriate) recommendations from the Committee
10. Operations Committee:
  - a. To note the minutes of the Operations Committee Meeting of 17<sup>th</sup> July 2023 (minute refs O23/07/01 – O23/0/15)
  - b. To consider (and approve if appropriate) recommendations from the Committee
11. Confirmation of decisions made under the Scheme of Delegation
12. Financial Matters:
  - a. To consider and approve amended June 23 Council Schedule of payments
  - b. To consider and approve the July 23 Council Schedule of Payments
13. To consider correspondence relating to woodland adjacent to Head Weir, Ottery St Mary and to make recommendations (if appropriate)

14. 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
15. To consider Road Warden scheme and make decisions if appropriate
16. To consider whether the council wish to renew the river/rain gauges in Tipton and Ottery?
17. To consider whether road improvements should be recommended at Barrack Road after recent lorry fire
18. To consider whether the Council has a table at the Getting Winter Ready! event on 4<sup>th</sup> October 2023
19. To consider using CIL money for build out at King's School
20. To review committee membership and nominated councillors
21. To consider and approve (if appropriate) providing funding to Action East Devon
22. To consider possibility of the Council supporting a 'Charity of the Year'
23. To consider communication received regarding Claremont Field and agree next steps
24. To receive an update from the Events Working Group regarding Christmas late night event
25. To consider and approve (if appropriate) changes to the current Christmas lights
26. To consider and approve (if appropriate) training requirements for Council as a whole and individual Councillors
27. To review the following policies: Lone Working; Vexatious Complaints; Gifts & Hospitality;
28. To consider Report from the Mayor
29. Report from the Town Clerk
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 4<sup>th</sup> September 2023 at 7pm  
Alfington Village Hall, Alfington**