

# OTTERY ST MARY TOWN COUNCIL

Council Offices, The Old Convent, 8 Broad Street,  
Ottery St Mary. Devon. EX11 1BZ  
Tel: 01404 812252  
E-mail: [enquiries@otterystmary-tc.gov.uk](mailto:enquiries@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 **OPERATIONS COMMITTEE MEETING of OTTERY ST MARY TOWN COUNCIL** will be held at **The Council Offices, 8 Broad Street, OSM, EX11 1BZ** on **TUESDAY 18<sup>TH</sup> JULY 2023 AT 4.30PM.**

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

Yours faithfully  
**Kerry Kennell**  
Town Clerk  
12<sup>th</sup> July 2023

The meeting is open to the press and public. 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 Monday 17<sup>th</sup> July 2023.** This will be read out under public participation for members to consider.

**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 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

## 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 Operations Committee of 1<sup>st</sup> June 2023 (minute refs O23/06/01 – O23/06/22) and to approve the signing of the Minutes by the Chair as a correct record
6. To consider providing extra funding for Summer SPACE sessions
7. To consider providing extra funding for an additional member of staff for SPACE session from September until March 24
8. To consider interior decoration and soft furnishings at The Station to ensure attractive to users of the building
9. To receive an update regarding the Museum window
10. To consider situation regarding dogs being allowed on the Strawberry Lane site
11. To receive update regarding expression of interest form submitted to EDDC regarding Community Asset Transfer
12. To receive an update regarding the Council Office roof and make decisions (if appropriate)
13. To receive an H&S update from the CEO
14. Any further recommendations from members
15. To receive Councillors' questions

**Date of next meeting: To be confirmed**