

OTTERY ST MARY TOWN COUNCIL

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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 5TH SEPTEMBER 2023 AT 5.00PM.**

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

Yours faithfully
Kerry Kennell
Town Clerk
23rd August 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 4th September 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 18th July 2023 (minute refs O23/07/01 – O23/07/15) and to approve the signing of the Minutes by the Chair as a correct record
6. To feedback following meeting with users of the Station regarding their suggestions for short term improvements to the building
7. To receive an update from SPACE regarding recruitment of additional Youth Workers
8. To consider Martyn's Law and whether this will have any potential implications to any buildings hired out by the Council
9. To receive an update regarding sub-water meter at the Station
10. To receive an update regarding the Museum window
11. To receive an update regarding the Library windows and make a decision (if appropriate)
12. To consider request to store The O6 marquee in the cellar
13. To review response received from EDDC regarding expression of interest form submitted to them regarding Community Asset Transfer
14. To receive an update regarding the Council Office roof and make a decision (if appropriate)
15. To consider situation regarding photocopier and a decision (if appropriate)
16. To consider quotations to provide heaters in the upstairs toilets and make a decision (if appropriate)
17. To receive an update regarding the planning application for the MUGA at Strawberry Lane and to make decisions (if appropriate) regarding changes that will be required at the site
18. To receive an H&S update from the CEO
19. Any further recommendations from members
20. To receive Councillors' questions

Date of next meeting: To be confirmed