

OTTERY ST MARY TOWN COUNCIL

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Dear Councillors

I hereby give you notice that the **ENVIRONMENT, LOCAL DEVELOPMENT AND COMMERCE COMMITTEE MEETING** of OTTERY ST MARY TOWN COUNCIL will be held at **The Council Offices, 8 Broad Street, OSM, EX11 1BZ** on **MONDAY 19TH FEBRUARY 2024 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
14th February 2024

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 Friday 16th February.** 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 Environment, Local Development & Commerce Committee meeting of 22nd January 2024 (minute refs *ELDC24/01/01 – ELDC24/01/14* and to approve the signing of the Minutes by the Chair as a correct record
6. To receive an update regarding the Quick Wins tender brief
7. Coast & Country East Devon project
 - a. To receive an update regarding the number of sign-ups so far
 - b. To receive an update regarding visit to businesses from Ignyte
 - c. To receive an update regarding the production of a town map (and make decisions if appropriate)
 - d. To review the content of the parish guide
 - e. To progress Tourist Information points within the town
8. To receive an update from the Emergency Plan Working Group and to confirm which equipment should be applied for through the Devon Communities Together grant for Community Emergency Resilience
9. To discuss and agree the overall planting strategy for the parish for 2024
10. Any further recommendations from members
11. To receive Councillors' questions

Date of next meeting: To be confirmed