

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

Web Site: www.otterystmary-tc.gov.uk



31 July 2024

Dear Councillors

I hereby give you notice that the **Full Council Meeting** of **OTTERY ST MARY TOWN COUNCIL** will be held at **19:00 on Monday, August 5, 2024**, at **Ottery St. Mary Town Council (8 Broad Street, Ottery St. Mary, Devon, EX11 1BZ)**.

All members are hereby summoned to consider the matters detailed on the agenda below.

Yours faithfully

Kerry Kennell

Town Clerk

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, August 2, 2024**. 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/Chair 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/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 Mayor/Chair may approve an exception to this request in special circumstances

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AGENDA

C/24/07/01 Apologies for Absence

To receive apologies for absence

C/24/07/02 Declarations and Disclosable Pecuniary Interests

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

C/24/07/03 Admission to Meetings

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

C/24/07/04 Public Participation

To allow members of the public present to submit questions/comments for consideration
Individual contributions will be limited to 3 minutes

C/24/07/05 Minutes

To receive the Minutes of the Meeting of the Town Council of 1st July 2024 (*minute refs 24/07/01-24/07/23*) and to approve the signing of the Minutes by the Mayor as a correct record

COMMON.Reports:

[2024-07-01 - Full Council Meeting - Minutes.docx](#)

C/24/07/06 To receive Reports from the EDDC and DCC Councillors

(if any)

C/24/07/07 To receive an update to the Governor Public Consultation to transfer Tipton St John C of E Primary School to a brand new school building at Thorne Farm

C/24/07/08 Planning Committee

To note the Minutes of the 8th July 2024 (*minute refs P24/07/01-P24/07/10*)

COMMON.Reports:

[2024-07-08 - Planning meeting Monday - Minutes.pdf](#)

C/24/07/09 Operations Committee

- A. To note the Minutes of the 23rd July 2024 (*minute refs O/24/07/01-O/24/07/17*)
- B. To consider (and approve if appropriate) recommendations from the Committee

C/24/07/10 Confirmation of decisions made under the Scheme of Delegation

Cllrs Grainger, Stewart, Lucas and Green gave delegated authority to progress with the valuation of the Council properties at a cost of £1640 plus VAT. It was noted the surveyor will visit all properties.

Cllrs Grainger, Stewart, Lucas and Green gave delegated authority to accept a quote from GLIDE to distribute 5,000 Visit Ottery leaflets between August and October at a cost of £420.00 plus VAT.

Cllrs Grainger, Stewart and Lucas gave delegated authority to agree tender document for a consultant to undertake the creation of an updated Neighbourhood Plan

C/24/07/11 Financial Matters

To consider and approve the July 2024 Receipts and Payments and Reconciliation reports

C/24/07/12 To consider promotion of Swift boxes within the parish

C/24/07/13 To consider the best way of making available the historical information relating to the Council over the past fifty years

C/24/07/14 To consider Report from the Mayor

C/24/07/15 To consider Report from the Town Clerk

C/24/07/16 To note any specific correspondence received

C/24/07/17 To note any reports previously e-mailed by Councillors of Meetings attended

C/24/07/18 Councillors Questions on Councillors Business

C/24/07/19 Date of the next meeting: Monday 2nd September 2024
Reports & Appendix 1