

OTTERY ST MARY TOWN COUNCIL

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15 May 2025

Dear Councillors

I hereby give you notice that the **Community Infrastructure Committee** of **OTTERY ST MARY TOWN COUNCIL** will be held at **16:30 on Tuesday, May 20, 2025**, at **The Council Offices, 8 Broad Street, Ottery St Mary, 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 Tuesday, May 20, 2025**. 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 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 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. Chair may approve an exception to this request in special circumstances

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AGENDA

CI/25/05/01 Apologies for Absence

To receive apologies for absence

CI/25/05/02 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

CI/25/05/03 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

CI/25/05/04 Public Participation

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

CI/25/05/05 To review the Terms of Reference for the Committee

CI/25/05/06 Minutes

To receive the Minutes of the Meeting of the Environment, Local Development and Commerce Committee of 22nd April 2025 (*minute refs ELDC/25/04/01 - ELDC/25/04/18*) and to approve the signing of the Minutes by the Chair as a correct record

COMMON.Reports:

[2025-04-22 - ELDC Committee \[In-person\] - Minutes.pdf](#)

CI/25/05/07 Visit Ottery

- A. To receive an update regarding the Visit Ottery website
- B. To receive an update regarding updating the Visit Ottery guide
- C. To give feedback on the initial draft of the information for the Group Travel towns page on the Visit South Devon website

CI/25/05/08 To receive an update from Callidus

CI/25/05/09 To receive an update on the Wayfinding project from LHC

CI/25/05/10 To receive an update regarding becoming a Coach Friendly Town

CI/25/05/11 To receive an update from the Emergency Plan Working Group

CI/25/05/12 To receive an update regarding the possibility of EV charging points at the Station Hub

CI/25/05/13 To receive an update regarding the planting in the town and make decisions (if appropriate)

CI/25/05/14 To consider events that could attract people into the town and make decisions as appropriate

CI/25/05/15 To receive an update regarding Footpath 46

CI/25/05/16 To note any specific correspondence received

To consider email received regarding width of the pavements in the town centre

CI/25/05/17 To receive any further recommendations from Members

CI/25/05/18 To receive Councillors questions

CI/25/05/19 Date of the next meeting: TBC

Reports & Appendix 1