

OTTERY ST MARY TOWN COUNCIL

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05 June 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, July 1, 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, June 28, 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

1 Apologies for Absence

To receive apologies for absence

2 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

3 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

4 Public Participation

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

5 Minutes

To receive the Minutes of the Meeting of the Town Council of 4th June 2024 (*minute refs 24/06/01-24/06/28*) and to approve the signing of the Minutes by the Mayor as a correct record

COMMON.Reports:

[2024-06-04 - Full Council Meeting - Minutes.pdf](#)

6 To receive Reports from the EDDC and DCC Councillors

(if any)

7 To confirm date of an Extraordinary Full Council Meeting regarding proposals at Land at Strawberry Lane, Ottery St Mary

8 Planning Committee

To note the Minutes of the 10th June 2024 (*minute refs P24/06/01-P24/06/10*)

COMMON.Reports:

[2024-06-10 - Planning meeting - Minutes draft.docx](#)

9 Environment, Local Development and Commerce Committee

- A. To note the Minutes of the 10th June 2024 (*minute refs ELDC24/06/01 - ELDC24/06/17*)
- B. To consider (and approve if appropriate) recommendations from the Committee

COMMON.Reports:

[2024-06-10 - ELDC Committee Meeting - Minutes \(1\).pdf](#)

10 Operations Committee

- A. To note the Minutes of the 11th June 2024 (*minute refs O24/06/01 - O24/06/17*)
- B. To consider (and approve if appropriate) recommendations from the Committee

COMMON.Reports:

[2024-06-11 - Operations Committee Meeting - Minutes.pdf](#)

11 Strategy Committee

- A. To note the Minutes of the 27th June 2024 (*minute refs S24/06/01 - S24/06/12*)
- B. To consider (and approve if appropriate) recommendations from the Committee

12 To approve (if appropriate) the appointment of an auditor for 2024/25

13 To receive an update regarding the Governor Consultation on a proposal to transfer Tipton St John Church of England Primary School to Thorne Farm, Ottery St Mary

14 To consider whether the Council wishes to renew the rain gauges in Ottery St Mary and Tipton St John

15 Confirmation of decisions made under the Scheme of Delegation

Cllrs Grainger, Stewart and Johns gave delegated authority for the Clerk to write to the Chief Superintendent and Crime Commissioner to request that a second PCSO is allocated to the area. Cllrs Grainger, Stewart and Aherne gave delegated authority to extend the date for decoration of their shopfront grant for Able2Achieve to 31st July 2024.

16 Financial Matters

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

17 To consider the best way of making available the historical information relating to the Council over the past fifty years

18 To consider Report from the Mayor

19 To consider Report from the Town Clerk

20 To note any specific correspondence received

21 To note any reports previously e-mailed by Councillors of Meetings attended

22 Councillors Questions on Councillors Business

23 Date of the next meeting: Monday 5th August 2024

Reports & Appendix 1