

OTTERY ST MARY TOWN COUNCIL

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27 November 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, December 2, 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 Council

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 Monday, December 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 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 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 may approve an exception to this request in special circumstances

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AGENDA

C24/12/01 Apologies for Absence

To receive apologies for absence

C24/12/02 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

C24/12/03 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

C24/12/04 Public Participation

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

C24/12/05 Minutes

To receive the Minutes of the Meeting of the Town Council of 4th November 2024 (*minute refs C/24/11/01-C/24/11/32*) and to approve the signing of the Minutes by the Mayor as a correct record

COMMON.Reports:

[2024-11-04 - Full Council Meeting \[In-person\] - Minutes.pdf](#)

C24/12/06 To receive Reports from the EDDC and DCC Councillors (if any)

C24/12/07 Planning

C24/12/07.1 To note the Minutes of the 19 November 2024 (minute refs P/24/11/01-P/24/11/10)

COMMON.Reports:

[2024-11-19 - Planning meeting - Minutes - draft.pdf](#)

C24/12/07.2 To consider and determine observations on the following Planning Application:

Reference	Applicant	Details
24/2316/PDQ	Mr P Moore Four Elms Farm Alfington Road Ottery St Mary EX11 1NY	Prior approval application for conversion of 1 agricultural buildings including associated works to form 2 dwellings (C3 use) under Class Q of the Town and Country Planning (GPD) (England) order 2015 (as amended)

C24/12/08 Environment, Local Development and Commerce Committee

A. To note the Minutes of the 19th October 2024 (*minute refs ELDC/24/10/01 - ELDC/24/10/18*)

B. To consider (and approve if appropriate) recommendations from the Committee

COMMON.Reports:

[2024-11-19 - ELDC Committee Meeting \[In-person\] - Minutes.pdf](#)

C24/12/09 To receive feedback from the EDDC Strategic Planning Meeting held on 22nd November and 29th November 2024

C24/12/09.1 To consider the role of the Council in helping to ensure safe cycle and pedestrian access is provided from Strawberry Lane

C24/12/10 To receive an update regarding the proposal to transfer Tipton St John Church of England Primary School to Thorne Farm, Ottery St Mary

C24/12/11 Confirmation of decisions made under the Scheme of Delegation

- Cllrs Grainger, Lucas and Green gave delegated authority for the Clerk to respond to the Deed of Grant - Access - Site: Ottery St Mary Primary Sub Station
- Cllrs Grainger, Stewart and Johns gave delegated authority for the Clerk to make a payment of £3247.55 for replacement Christmas trees. A refund of £2863.87 will be processed on receipt of the returned trees.

C24/12/12 Financial Matters

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

C24/12/13 To agree Council priorities until the end of the financial year

C24/12/14 To consider how the Council could improve their engagement with younger members of the community (and make decisions if appropriate)

C24/12/15 To consider Report from the Mayor

C24/12/16 To consider Report from the Town Clerk

C24/12/17 To note any specific correspondence received

C24/12/18 To note any reports previously e-mailed by Councillors of Meetings attended

C24/12/19 Councillors Questions on Councillors Business

C24/12/20 Date of the next meeting: Monday 13th January 2025

Reports & Appendix 1