

OTTERY ST MARY TOWN COUNCIL

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08 January 2025

Dear Councillors

I hereby give you notice that the **Full Council Meeting [In-person]** of **OTTERY ST MARY TOWN COUNCIL** will be held at **19:00** on **Monday, January 13, 2025**, at **Ottery St. Mary Town Council**.

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 Monday, January 13, 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 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

C25/01/01 Apologies for Absence

To receive apologies for absence

C25/01/02 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

C25/01/03 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

C25/01/04 Public Participation

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

C25/01/05 Minutes

To receive the Minutes of the Meeting of the Town Council of 2nd December 2024 (*minute refs C24/12/01-C24/12/20*) and to approve the signing of the Minutes by the Mayor as a correct record

COMMON.Reports:

[2024-12-02 - Full Council Meeting - Minutes.pdf](#)

C25/01/06 To receive Reports from the EDDC and DCC Councillors

(if any)

C25/01/07 Planning

C25/01/07.1 To note the Minutes of 16th December 2024 (minute refs P/24/12/01-P/24/12/10) and 7th January 2025 (minute refs P/25/01/01-P25/01/10)

COMMON.Reports:

[2024-12-16 - Planning Committee Meeting - Minutes - draft.pdf](#)

C25/01/07.2 To note feedback from Feniton residents in relation to site Otry_20 and future planning applications on this site

C25/01/08 Finance

C25/01/08.1 To note the Minutes of 9th December 2024 (minute refs F/24/12/01-F24/12/)

COMMON.Reports:

[2024-12-12 - Finance Committee \[In-person\] - Minutes.pdf](#)

C25/01/08.2 To consider (and approve if appropriate) recommendations from the Committee

C25/01/08.3 To approve the Budget for 2025/26

C25/01/08.4 To approve the Precept for 2025/26

C25/01/09 To consider traffic concerns raised by residents from North Street

COMMON.Reports:

[IMG 20240203 121620438 HDR.jpg](#)

[IMG 20240203 121417703 HDR.jpg](#)

[North Street.pdf](#)

C25/01/10 To approve the Terms of Reference for the Working Group considering safe cycle and pedestrian access

C25/01/11 To approve the Terms of Reference for the Working Group focussing on improving the Council engagement with younger members of the community

C25/01/12 To receive an update regarding the proposal to transfer Tipton St John Church of England Primary School to Thorne Farm, Ottery St Mary

C25/01/13 Confirmation of decisions made under the Scheme of Delegation

Cllrs Grainger, Green and Stewart gave the Clerk delegated authority to sign a 'List of Documents' as requested by the Council's solicitor.

C25/01/14 Financial Matters

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

COMMON.Reports:

[Bank Reconciliation Current Account December 24.PDF](#)

[Bank Reconciliation Receipts and Payments Current Account December 24.PDF](#)

[Bank Reconciliation Active Savings 1 December 24.PDF](#)

[Bank Reconciliation Receipts and Payments Active Savings 1 December 24.PDF](#)

[Bank Reconciliation Active Savings 2 December 24.PDF](#)

[Bank Reconciliation Receipts and Payments Active Savings 2 December 24.PDF](#)

[Bank Reconciliation Petty Cash December 24.PDF](#)

[Bank Reconciliation Receipts and Payments December 24.PDF](#)

C25/01/15 To consider how the Council could improve their engagement with younger members of the community (and make decisions if appropriate)

C25/01/16 To consider Report from the Mayor

C25/01/17 To consider Report from the Town Clerk

C25/01/18 To note any specific correspondence received

COMMON.Reports:

[MC 2024 22633 - Richard Foord MP.pdf](#)

C25/01/19 To note any reports previously e-mailed by Councillors of Meetings attended

C25/01/20 Councillors Questions on Councillors Business

C25/01/21 Date of the next meeting: Monday 3rd February 2025
Reports & Appendix 1