

MINUTES OF THE MEETING OF THE OTTERY ST MARY TOWN COUNCIL HELD ON TUESDAY 3RD JANUARY 2017 AT 7PM AT THE COUNCIL CHAMBER, THE OLD CONVENT, 8 BROAD STREET, OTTERY ST MARY

PRESENT	Mayor	Councillor Dobson (Town Ward)
	Councillors	Holmes, Pang, Faithfull, Edwards and Carter (Town Ward) Harding, Pratt (Tipton St John Ward) Bartlett, Gori (North Ward) Talbot, Bailey (West Hill Ward) together with the Assistant Town Clerk
	Other Persons Present	County Cllr Claire Wright, 1 member of the Press and 1 member of the public

The Mayor welcomed everyone to the meeting and a Happy New Year. He expressed his thanks to the Assistant Town Clerk for attending to take the minutes at short notice, due to the Town Clerk being unwell. He also thanked the Councillors for their offers of help.

PRAYER

Philip Algar read the Council Prayer.

17/01/01

TO RECEIVE APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Giles and Hall.

17/01/02

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

Cllr Bailey declared a personal interest in Items 13 and 24 as she has children who attend school in the parish and will use the West Hill Play Area.

17/01/03

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

Items 9 and 10 will be discussed in a private session at the end of the meeting as they concern Town Council personnel.

17/01/04

TO ALLOW MEMBERS OF THE PUBLIC PRESENT TO SUBMIT QUESTIONS/COMMENTS FOR CONSIDERATION

Philip Algar spoke, re-iterating his concern previously expressed, that many on social media believe that the council does little for the local community. He does not share this view, but if widely held believes that it could undermine confidence in local government and contribute to poor turnout in local elections. He therefore believes that the council has a prime responsibility to publish information about what they can and can't do in the local media. This becomes of increasing importance with tight resources as budgets and services are cut. With the loss of the Ottery Gazette, he suggested that the 2 main local papers carry an occasional, objective and factual article on council activities. This would serve to demonstrate the council's 100% support for

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local individuals and fight to save local services. It could also result in more volunteers coming forward to support these services. He asked if any approach has been made to the local media and if so what was the outcome.

He also asked what the council is doing to balance the books with the loss of £55,000 of income to the new independent West Hill Parish council.

In response, the Mayor confirmed that he has been talking to the local papers. He has spoken to the editor of the Ottery Herald and is also trying to get the Ottery Gazette brought back. Many people in the town miss the Gazette as it was a good forum to publicise events. Concerning the question about the budget, the Mayor confirmed he has been working closely with the Finance committee and Chairman Cllr Bartlett to address the loss of income and is pleased with the outcome. This is a separate item on the agenda for discussion tonight.

17/01/05

TO RECEIVE AND APPROVE MINUTES OF THE COUNCIL MEETING

The Minutes of the of the **Meeting of 5TH December 2016** (*minute refs 16/012/01 – 16/12/29*), were presented, approved and signed by the Mayor as a correct record.

The Mayor also confirmed that the minutes of the Council Meeting (confidential) on the 2nd November were presented, approved and signed by him as a correct record at the Council Meeting on the 5th December.

17/01/06

TO RECEIVE AND APPROVE MINUTES OF THE PLANNING COMMITTEE MEETING

The Minutes of the Planning Committee Meeting of **19th December 2016** (*minute refs: P/16/12/01-P/16/12/11*) were approved and signed by the Mayor as a correct record.

17/01/07

TO RECEIVE AND APPROVE MINUTES OF THE FINANCE COMMITTEE MEETING

The Meeting of **7th December 2016** (*minute refs F16/11/01-F16/11/18*) were presented, approved and signed by the Mayor as a correct record

17/01/08

TO APPROVE THE RECOMMENDATIONS OF THE FINANCE COMMITTEE MEETING OF 7TH DECEMBER 2016 NOT CONSIDERED AS SEPARATE ITEMS ON THE AGENDA

It was **RESOLVED** to approve the recommendations as recorded in the Minutes regarding the cleaning of the Flexton toilet; grass cutting contract; employment of a handyman; further consideration of grant applications; future accountancy provision and book-keeping services, draft budget and precept for 2017/2018 and earmarked reserves.

Cllr Harding thanked the Committee on behalf of the Tipton St John Residents Association for the grant awarded to them.

17/01/09

TO RECEIVE THE MINUTES OF THE HUMAN RESOURCES MANAGEMENT COMMITTEE MEETING OF 19TH DECEMBER 2016

This item was deferred until the end of the meeting and discussed in private session.

17/01/10

TO APPROVE THE RECOMMENDATIONS OF THE HUMAN RESOURCES MANAGEMENT COMMITTEE MEETING OF 19TH DECEMBER 2016 NOT CONSIDERED ELSEWHERE ON THE AGENDA

This item was deferred until the end of the meeting and discussed in private session.

17/01/11

TO RECEIVE THE POLICE REPORT NOVEMBER 2016

There was no report.

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17/01/12

TO RECEIVE REPORTS FROM EDDC AND DCC COUNCILLORSCllr Carter:-

- i. Advised that in February Exmouth would be switching to the revised recycling service, followed by the rest of the district from June onwards. He stressed that it was important for everyone to take note and be aware of the planned roadshows, as there will be major changes to the existing collection service. Details are available online on the EDDC web-site.
Cllr B asked how many recycling bins there would be, Cllr Carter said that this depends on the premises, but as more could be recycled the emphasis will be on more recycling with the addition of a large sac.
Cllr Faithfull has an information pack which he will drop into the Town Hall offices.

Cllr Faithfull:-

- i. EDDC's Overview Housing Delivery Task and Finish Forum are holding meetings on the 17th, 24th and 31st Jan to look at affordable housing and alternative ways to address the housing issues across East Devon. A final meeting will be held on 28th Feb. These meetings are open to the public, but none attended at the last meeting. Cllr Pang asked if there would be any publicity about the meetings. Cllr Faithfull advised he wasn't sure how much information had been posted out about them which was why he was making the councillors aware of these meetings.

Cllr Pang said that she had read an article on 2nd Dec in the Pullman news about district and town councils evolving from being service providers to enablers. The emphasis should move from doing more for less, to considering how we deliver services in new and innovative ways.

Cllr Pang asked the district councillors for some explanation about what this means.

Cllrs Carter and Faithfull agreed that they would arrange for someone from EDDC to come and speak to councillors about this initiative.

Cllr Wright:-

- i. The budget meeting will take place next month, cuts are being expected. A paper being presented tomorrow at Cabinet states that there has been an adult social care overspend of around 6 million, around 1.3 million within children's social work and child protection care and just over a million in education and learning. There have been some underspends, but if nothing is done the forecast is that DCC will be £600,000 in the red by the end of the year. To address this there has been a recruitment freeze as of 1st Jan – only business critical posts will be considered. Despite Devon Schools already being around £300 per pupil worse off than the rest of the country, most local schools are having their funding reduced. Only Tipton St John and Feniton are receiving a budget increase whilst the Kings School will lose £123000 by 2020, West Hill primary £4000 pa (representing 0.5% of annual budget) and OSM primary £38000 pa (2.7% of annual budget). Schools are very worried as funding is already low and pressure due to increases in NI, pensions, the living wage and the increase in High Use Demand. It had been hoped the review would boost funding, which had been promised for a long time. There is a big lobby forming to get the government to reconsider. Cllr Wright would like the Council to consider writing to MP's and she is writing to Hugo Swire who has already said he will lobby. The consultation period is until March.
- ii. The Town Bus was cut from 6 days a week to 2 days last year. This is a lifeline to elderly people in the town. Transport services have said DCC have confirmed it will be safe in this round of cuts, but may not be safe from the latter part of 2017. Cllr Dobson has looked into seeking joint funding to share the service with other areas, but there hasn't been any progress yet. It is important that this service is kept running for a minimum of 2 days a week.

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- iii. Some money left in Locality and Investing Devon budgets. If councillors have any projects that could benefit from one of these budgets, forms need to be submitted by end Feb.

17/01/13

CONSIDERATION OF PROPOSED FUNDING CUTS TO OTTERY SCHOOLS

This item is being deferred until the next full council meeting as Cllr Giles is not present.

17/01/14

TO CONSIDER AND APPROVE THE PRECEPT FOR 2017/18 AND UPDATE RE COUNCIL TAX CAPPING PROPOSED FOR TOWN AND PARISH COUNCILS

Cllr Bartlett presented the figures for the 2017/18 precept. It is proposed that a precept of £126,385 be put forward to EDDC, representing an increase of 5%. Council Tax Support is being reduced by 56% to £1916.

It was **RESOLVED** to approve the figures for the 2017/18 precept presented to the meeting by Cllr Bartlett.

17/01/15

CONSIDERATION OF RELOCATION OF THE OTARI BELL

There has been a suggestion from a member of the public that the Otari Bell be re-located to a site outside the new library. There are concerns that this site would be less secure; there is CCTV at Sainsbury's so councillors commented that this is a safer location for it. Cllr Pratt advised that the Heritage Society would support leaving it at Sainsbury's due to the security aspect. Cllr Dobson said that the cost of the move also needs to be considered, the move to Sainsbury's from the old council offices was in the region of £5000.

It was **RESOLVED** to leave the bell where it is.

17/01/16

OTTERY ST MARY HOSPITAL – APPROVAL OF CLLR GILES DRAFT RESPONSE TO `YOUR FUTURE CARE` AND UPDATE ON PROPOSED MEETING

A copy of the Draft response was not available as Cllr Giles was not present at the meeting. The draft has been previously circulated to Councillors for comment.

It was **RESOLVED** that the draft should be sent. The deadline for comments is 6th Jan; the Assistant Town Clerk will arrange to have it sent by then.

After the cancellation of 2 public meetings, Cllr Pang confirmed that she is meeting Robert Sainsbury on the 11th Jan to seek clarification about what various terms in the document mean. She will not be meeting with him on behalf of the Town Council, but will report back to the Council. Cllr Pang commented that she was also concerned that government has instructed the CCG not to mention the Sustainability and Transformation Plan (STP). Cllr Wright informed the meeting that the Health and Wellbeing Scrutiny Committee examines the STP at a meeting in the morning of 19th Jan.

17/01/17

NEIGHBOURHOOD PLAN – UPDATE (INCLUDING POLICY CHANGES BY THE MINISTER FOR HOUSING AND PLANNING)

Cllr Talbot reported that LDA's final draft of the Plan has been circulated and comments invited. A meeting will be held shortly to formulate what the working group would like to see changed in the draft before it goes out to public consultation. The draft plan will be placed on the Town Council web-site and events held at the venues used for the initial consultations.

17/01/18

ALLOTMENTS LAND TRANSFER UPDATE AND ASSOCIATED ISSUES (INCLUDING HEDGE OBLIGATIONS)

Cllr Dobson confirmed that the transfer of land has not gone through yet, but most of the hurdles have now been overcome. Redrow have said they will take on the maintenance of the hedge on the side of the allotments. This represents a considerable saving to the council; there is a meeting on Thursday morning to confirm this.

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1701/19

REGENERATION PROJECT – UPDATE AND CONSIDERATION OF REPORT

Cllr Pratt reported that the Regeneration Working Group gave a presentation to EDDC on the 24th November. EDDC have confirmed that the Group should now propose projects to EDDC, Devon Highways, Environment Agency, Historic England and the general public.

Cllr Pratt wished the council to know that 8 members of the group are from the local community, including a youth representative and members representing the elderly. This ensures that the group is fully representative of the community.

A report had been circulated to Councillors, Appendix 2 sets out the group's terms of reference. These are primarily to deliver the objectives of the Neighbourhood plan in as far as it addresses improvements to the town centre and seeking to secure a sustainable future for the town.

Councillors **RESOLVED** TO approve the Terms of Reference for the Regeneration Project Working Group as set out in Appendix 2 of Cllr Pratts report.

Cllr Wright was invited to attend the Working Group meetings as she has some money she could contribute to the various projects. The next meeting is on 19th Jan at 7pm at the Town Hall.

17/01/20

STREET NAMING RE SITE OF THE OLD OTTER MILL SWITCHGEAR FACTORY

It was **RESOLVED** to agree that the terrace of eight properties should be called Otter View Terrace. The street name for the main road into the site should be Tumbling Weir Way.

17/01/21

POLITICAL SPEED DATING – KINGS SCHOOL

Cllrs Bailey and Pang offered to attend on the 31st Jan at 2.30pm and Cllrs Pratt on the 3rd Feb at 8.50am. The East Devon District Councillors will also attend in their capacity as District Councillors.

17/01/22

DEVELOPING AN ACTIVE LIFE AND AN ACTIVE MIND AMONG RESIDENTS OF ALL AGES.

Cllr Gori presented an idea she has had, building on the success of the Tour of Britain coming to OSM last year. She asked for the councils support to lead a program of activities designed to encourage and motivate people to lead an active life and develop an active mind. There is a lot of support in the town for such a program; offers have been forthcoming from many groups in the town as well as from members of the public. The Pullman has offered to create editorial space to advertise the programme of activities.

Cllr Edwards offered to help with this initiative, Cllr Gori will also work closely with Phyllis Baxter. The council **RESOLVED** to give this proposal their full support and welcomed Cllr Gori's proposal with enthusiasm.

17/01/23

THE STATION – ACCOMMODATION FOR YOUTH PASTOR

The Churches Together in Ottery are close to offering someone the position of Youth Pastor and require a base from mid-Feb. They will work closely with the King's School and consider the Station would be an ideal location. The smallest office is available and they have asked if this could be offered to them for 6 months in the first instance at an affordable rent.

The Councillors agreed that this is a good idea in principle but should be discussed at the next Property Working Group meeting. A recommendation can then be made for the next Full council meeting.

17/01/24

WEST HILL PLAY AREA – CONSIDERATION OF GRANT FUNDING AGREEMENT AND AUTHORISATION TO SIGN THE SAME

Cllr Bailey reported that the EDDC was holding the Section 106 money. The consultation was completed in Oct and all required now is to sign the deed and the money can be released.

Councillors **RESOLVED** to give their approval for Cllr Dobson to sign the deed.

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17/01/25

CONSIDERATION OF FUNDING AVAILABLE FOR EMERGENCY SITUATIONS – DEVON COMMUNITIES TOGETHER

This item was deferred to the next meeting.

17/01/26

PARISHES TOGETHER – REQUEST FOR FINANCIAL SUPPORT RE THEATRE PRODUCTION COSTS TO WARN AGAINST CHILD SEXUAL EXPLOITATION

Councillors were agreed that more information was needed before a decision could be made. They also wanted to know if Ottery St Mary would benefit from the production.

17/01/27

APPOINTMENT OF NEW CHAIRMAN FOR THE COUNCIL`S HUMAN RESOURCES COMMITTEE

Councillors **RESOLVED** that Cllr Harding should be appointed to the post of Chairman of the Human Resources Committee. The appointment of the Vice-Chair would be agreed at the next meeting of the HR Committee and a recommendation made for the next full council meeting.

17/01/28

CONSIDERATION AND (IF APPROPRIATE) APPROVAL OF A QUOTE/ FOR FIRE PROOFING THE CELLAR AT THE COUNCIL OFFICES

The fire risk assessment reported that part of the cellar ceiling was not fireproof. Three contractors have been invited to quote for the work, only 1 quote for £475 has been received back. Councillors **RESOLVED** to approve this quote.

17/01/29

DEFIBRILLATOR UPDATE

No update was available.

17/01/30

FORMER NAT WEST BANK - UPDATE AND APPROVAL FOR MAYOR AND DEPUTY MAYOR TO SIGN OUTSTANDING LEGAL DOCUMENTATION

A special meeting was held to get councillors approval to sign the agreement to lease the building, the lease now needs to be signed. Councillors **RESOLVED** to agree that Cllrs Dobson and Holmes could sign the lease.

Cllr Bartlett asked if the toilets could go ahead now the lease has been signed, Cllr Dobson confirmed that the builders will now be asked to provide costs.

17/01/31

TO APPROVE THE DECEMBER 2016 COUNCIL SCHEDULES OF PAYMENTS AS TABLED

This item was deferred as councillors hadn't seen the schedule yet.

17/01/32

ANY MATTERS OF URGENCY BROUGHT FORWARD BY THE MAYOR (FOR INFORMATION ONLY)

The container at the station has now been sold for £300. Councillors **RESOLVED** to approve that this money could be donated to the Youth Club.

There has been an offer to fund the Betty Williams lunch next year. Councillors **RESOLVED** to agree that the money could be banked with the Town Council reserves and earmarked for this purpose.

17/01/33

REPORTS BY MAYOR AND CLERK

There were none.

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17/01/34

TO RECEIVE CORRESPONDENCE FOR INFORMATION AND ANY LATE CORRESPONDENCE

None has been received.

17/01/35

TO RECEIVE REPORTS BY COUNCILLORS OF MEETINGS ATTENDED AS COUNCIL REPRESENTATIVES (AND TO CONSIDER REPORT PREVIOUSLY CIRCULATED BY CLLR GORI)**Mayor`s Meetings during December**

Friday 2nd	Anna Matthews
	Christmas Lights Switch On
Monday 5th	Full Council
	Councillor Pang
Tuesday 6th	Station Trustees
Wednesday 7th	Finance Meeting
Thursday 8th	Regeneration Working Group
Wednesday 14th	Opening of Dodd & Son
Monday 19th	HR Meeting
	Planning Meeting
Tuesday 20th	Betty Williams lunch

Councillors Edwards, Gori and Holmes meetings were as tabled. Cllr Faithfull attended a meeting of the Axe Charity and Cllr Pang the Safety Partnership meeting.

17/01/36

TO RECEIVE COUNCILLORS' QUESTIONS

1. Cllr Faithfull asked if the downstairs at the Station was let out by the Trust. It was confirmed that it was.
2. Cllr Pang said that the next stage for the Parishes Together application for S106 funding for the Skate Park was the 8th Feb. Cllr Dobson confirmed that he didn't know when the money would be released. Cllr Pang has 3 very different quotes for the equipment but would like professional guidance on which is the most suitable for the skate park. Cllr Gori suggested that she and Cllr Pang produce a document together which could go to EDDC.
3. Cllr Harding advised that the Tipton Slip Rd would be closed at Coombe Cross on the 5/6th Jan.

Meeting ended at 8.48pm**Mayor's signature: Date:.....****Date of the next meeting: Monday 6th February 2017 at 7pm to be held in the Council Chamber, The Old Convent, 8 Broad Street, Ottery St Mary**

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