

**MINUTES OF THE MEETING OF THE OTTERY ST MARY TOWN COUNCIL HELD ON MONDAY 6<sup>TH</sup> FEBRUARY 2017 AT 7PM AT THE COUNCIL CHAMBER, THE OLD CONVENT, 8 BROAD STREET, OTTERY ST MARY**

<b>PRESENT</b>	<b>Mayor</b>	<b>Councillor Dobson</b> (Town Ward)
	<b>Councillors</b>	<b>Giles, Holmes, Pang, Faithfull, Edwards and Carter</b> (Town Ward) <b>Gori</b> (North Ward) <b>Pratt</b> (Tipton St John Ward) <b>Bailey, Hall, Talbot,</b> (West Hill Ward) together with the Clerk
	<b>Other Persons Present</b>	County Cllr Claire Wright, Kirby James, Jo Elliott from Kings School PCSO Maria Clapp, 5 members of the public and one member of the press

Jo Elliott and Kirby James spoke about proposals for the Feniton to Sidmouth cycleway. It was understood that the Otter trail Group was a community group which aimed to establish a multi-use trail between Feniton, Ottery St Mary, Tipton St John and Sidmouth. The proposed all-weather multi-use path would benefit walkers, runners, horse riders, cyclists and wheelchair bound users Mr James advised that once the cycleway was operational (possibly in two years time) that it would require on-going maintenance and he would then wish to explore the idea of the Council contributing towards the maintenance costs. Mr Kirby took questions from councillors. Cllr Giles proposed that that the Council thanked the Group for the presentation and that he would e-mail appropriate wording to the Clerk

**The Mayor advised that the meeting was being recorded**

**PRAYER**

The Clerk read the Council Prayer

17/02/01

**TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies were received from Cllrs Harding and Bartlett

17/02/02

**ABSENT WITHOUT APOLOGIES BEING SUBMITTED**

Cllr Mitchell

17/02/03

**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 Pang declared personal interests in Items 10 and 27(Also declarations of interest were made by Cllr Giles during the course of the meeting – Minute Nos 17/01/18 & 17/01/20)

17/02/04

**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**

There were no such items to be discussed requiring the exclusion of the press and public

.....Mayor`s Initials

17/02/05

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

Philip Algar raised the issue of the lack of a local publication which he considered was badly needed to replace the Gazette. The Mayor advised that he had been proactive in attempting to get a new publication off the ground but to date his efforts had been unsuccessful. Mr Algar also mentioned the provision of the new library which he considered would be a new form of community centre and how fortunate Ottery was to have this facility when many libraries were closing down. He stressed the importance of the need for volunteers to ensure the library's survival and pleaded to the Council to do all it could to publicise the need for volunteers. Cllr Gori advised that there had been 70 expressions of Interest and 47 completed application forms from potential volunteers

17/02/06

**TO RECEIVE AND APPROVE MINUTES OF THE COUNCIL MEETING**

The Minutes of the of the **Meeting of 3<sup>rd</sup> January 2017** (*minute refs 17/01/01 – 17/01/36*), were presented, approved and signed by the Mayor as a correct record, subject to the following amendment being included which was approved:-

17/01/14 `£126,289` to be amended to £126,385 and `£2039` to be amended to £1916

17/02/07

**TO RECEIVE AND APPROVE MINUTES OF THE PLANNING COMMITTEE MEETING**

The Minutes of the Planning Committee Meeting of **9<sup>th</sup> January 2017** (*minute refs: P/17/01/01-P/17/01/09*) (having already been confirmed by the Planning Committee) were approved and signed by the Mayor as a correct record and the Minutes of the Meeting of the **Planning Committee Minutes** of the **23<sup>rd</sup> January 2017** (*minute refs: P/17/01/10-P/17/01/16*) were presented, approved and signed by the Mayor as a correct record

17/02/08

**TO RECEIVE THE POLICE REPORT JANUARY 2017**

*Recorded crimes for January 2017 stands at 17, this compares to 10 for the same month last year.*

*Cumulative crime stands at 214.*

*These incidents include....*

*4 Assaults, 2 of which involved school children pushing other children.*

*Ferrets stolen from back garden.*

*Ariel stolen from a car.*

*2 motor bike thefts. Both found in Tipton St John. Same offender for both.*

*Theft of jewellery over a period of time. Ongoing enquiries.*

*Bank card, fraudulently used.*

*Another theft of numerous items. ? cleaner. No evidence. Items stopped going missing after the cleaner left.*

*Signs placed in private area, warning of no public right of way, were stolen and the fence damaged.*

*Motor cyclist involved in an accident was over the legal drink limit. Blew 59. Limit 35.*

*East Hill, vehicle had window smashed & hand bag stolen.*

*Alfington, shed broken into overnight, garden machinery stolen.*

*Other info/queries...*

*The fencing leading to Thorne Farm Way needs to be repaired. Firstly it looks uncared for, also dangerous, as this is a route the children use for Kings School. There is quite a steep bank to the side. I would not want a child falling down it! Also this area is filling with litter! I spoke to the street cleaner & he said he could not clean it out due to health & safety. A lot of the broken fence is in this gully also. Could it not be collected & used to repair the fence as Barry Fearn has done in the past.*

*Regarding the PCSO'S future, we know nothing more than what has been on the news already.*

**PCSO Maria Clapp 30018 - Community Support Officer**

Maria apologised for not attending the January meeting due to not being sent an agenda. She reiterated her concerns about the fencing along Thorne Farm Way and the potential health and safety issues. and the Mayor understood that a sum of money had been put aside by EDDC to deal with the issue

.....Mayor`s Initials

17/02/09

**TO RECEIVE REPORTS FROM EDDC AND DCC COUNCILLORS**Cllr Faithfull

Attended the Housing Delivery Task and Finish Forum at EDDC on 31<sup>st</sup> January which was constructive and interesting. He advised that EDDC were considering a joint venture company and a local housing company for the delivery of affordable housing funded by EDDC. Cllr Faithfull advised that `the Knowledge` on EDDC`s website was a useful source of keeping up to date with EDDC matters as meeting dates/ minutes were all accessible

Cllr Giles

Advised that there were a major issues at EDDC . He had attended the meeting of 18<sup>th</sup> January of the Overview and Scrutiny Committee at which consideration was being given to event organisers being charged for clean up operations following events, by Street scene. Cllr Giles was appalled by the proposals in view of the money these events generated for the local economy. Cllr Giles advised that subsequently the proposal was deleted but would be reviewed at a later date. Cllr Giles also advised that at the Scrutiny Committee Meeting of 2<sup>nd</sup> February, proposed reductions of PCSOs from 340 to 150 were discussed which reduction would be `compensated` by the increased numbers of police officers. There was much discussion. Maria Clapp the OSM PCSO was regarded as invaluable to the community and the community could not afford to lose her. It was understood that Cllr Hall had personally written to the Chief Constable and the Police Crime Commissioner expressing his serious concerns about the proposed reductions. It was agreed that the Council would also write to the Chief Constable and Crime Commissioner endorsing Cllr Hall`s views. Cllr Giles agreed to draft a letter which he would send to the Clerk.

Cllr Carter:-

Advised that there was a flurry of new planning applications to consider. He advised that a new white paper was coming out with regards to affordable housing and he would learn more about it shortly. He mentioned Tipton School and the issue of flood prevention and remedial works which needed to be carried out as it was unlikely that the proposed new school at Ottery would be built for some time. He asked that Cllr Wright continue to press the Environment Agency to carry out the works. However she advised she was doing her best with various agencies but the Environment Agency simply didn`t have the resources to deal with the issues. Cllr Pratt advised that Devon CC was in the process of negotiating with the landowner for the acquisition of land on which to build the school and to date he had no idea as to when this would be completed but he was of the opinion that the proposed opening date for the school of 2018 was not achievable. Cllr Faithfull advised that Parishes Together funding was available for clearing ditches etc.

Cllr Wright:-

Cllr Wright advised that she was actively pursuing the fencing issue at Thorne Farm Way. However she understood there were funding issues. She was in agreement with Cllrs Hall and Giles regarding a proposed letter to be sent regarding the reduction of PCSOs. She understood that `Community Wardens` had been mentioned as replacements for PCSOs and she was seeking clarification on this. She wished to pay tribute to Maria whom she regarded as the face of Ottery policing. and for Maria to be recognised for her commitment, hard work and dedication to the role of PCSO. Cllr Wright concluded that if the PCSO post in Ottery was proposed to be cut then she would be making strong objections to the Crime and Police Commissioner. She attended a Scrutiny Meeting at DCC where it was discussed that the future of Otter Rotters hung in the balance, with proposed phasing in of the proposed cuts to community credits. She advised that DCC`s budget had more than halved in eight years and this year the budget would be reduced by a further 15%. Social care would be hardest hit. It was proposed to shut half the remaining beds in East Devon and the matter would be discussed at DCC`s Cabinet Meeting on 8<sup>th</sup> March

17/02/10

**CONSIDERATION OF PROPOSED FUNDING CUTS TO OTTERY SCHOOLS**

Cllr Giles advised that the Government was proposing to make substantial cuts to the funding of schools across Devon. Schools affected in Ottery included the Ottery, Tipton and Feniton. He

.....Mayor`s Initials

advised that schools had always been underfunded in Devon and now the cuts to funding would seriously impact on class sizes and the quality of education offered. The consultation was current until 22<sup>nd</sup> March and it was **agreed** that the Council write to Hugo Swire outlining its objections to the proposed cuts. The Clerk to liaise with Cllr Wright regarding the format of the letter

17/02/11

**OTTERY ST MARY HOSPITAL – UPDATE AND DETAILS REGARDING PUBLIC MEETING**

Cllr Pang provided an update on the meeting which had taken place on 30<sup>th</sup> January at which a number of persons were present including Ian Mckintosh, Rob Sainsbury and Nick Pearson . The Mayor thanked Philip Algar for attending. Philip provided a summary of the meeting and expressed concern that no notes were taken by the CCG. Cllr Pang was of the view that the CCG had been `uneconomical with the truth. She was also of the opinion that in the future it was likely that volunteers would need to deliver many of the services

17/02/12

**NEIGHBOURHOOD PLAN – UPDATE**

Cllr Talbot advised that LDA had been sent all outstanding information. It was hoped that this would be the final piece of information required, following which the document should go out to public consultation. Cllr Pratt stated that the Council should be extremely grateful to Cllr Talbot for all her hard work and commitment to the Project. The Mayor acknowledged this and thanked Cllr Talbot accordingly

17/02/13

**ALLOTMENTS LAND TRANSFER - UPDATE**

The Mayor advised that the issue of the boundary hedge had now been resolved whereby the responsibility for maintenance thereof would lie with Redrow. It was hoped that now this issue had been addressed that the transfer would complete shortly.

17/02/14

**REGENERATION PROJECT – UPDATE**

Cllr Pratt provided an update. He explained that two subgroups would be set up – the Heritage Action Group and the Town Centre Action Group. Members of the public were needed to get involved with the Project in order to move it on. The next meeting of the Group would be on 23<sup>rd</sup> February. It was understood that the Mayor would be meeting with a local resident in March to discuss parking issues

17/02/15

**DCC HIGHWAY COMMUNITY ENHANCEMENT FUND**

Funding was available for minor highway repairs for communities to carry out the repairs themselves. However funding would be prioritised for parishes who had a Road Warden. It was understood that due to personal issues the gentleman that had come forward to offer his services as a Road Warden was no longer available for take on this role, possibly several months.

17/02/16

**DEVON COMMUNITY RESILIENCE FORUM MEMBER – VACANCIES**

Vacancies were advertised and the Clerk would provide Councillors with additional information if required.

17/02/17

**SLCC MEMBERSHIP RENEWAL APPROVAL**

It was RESOLVED that the Council would pay the annual subscription fee of £200.

17/02/18

**APPROVAL OF PROPOSED CHARGES FOR CLEANING THE FLEXTON TOILETS BY EDDC FOR 2017/18 - £2743.75 plus Vat**

Cllr Giles declared an interest as a member of EDDC

Cllr Faithfull had attempted to make enquiries of EDDC as to why OSM had to pay for the cleaning of the Flexton toilet , when it was understood that other councils were not charged for the cleaning of their public conveniences by EDDC. However he wasn't able to make any satisfactory

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progress with the matter. The Mayor expressed concern as to why Ottery appeared to be the only council that had to incur this cost. Cllr Giles agreed to obtain an update on EDDC cleaning expenditure. No decision was made to accept EDDC's proposed charges

17/02/19

**CONSIDERATION OF APPLICATION FOR PIZZA VAN ON EDDC'S LAND OF CANAAN CAR PARK**

There was much debate. Cllr Giles proposed that the application should not be supported on the grounds of encouraging anti-social behaviour and that it would be to the detriment of other traders in the town. His proposal was seconded by Cllr Bailey. The vote was 4 in favour and 5 against. A second proposal was made by Cllr Pratt and seconded by Cllr Edwards whereby the application should be supported. The vote was 5 in favour and 3 against. The motion was carried

17/02/20

**APPROVAL OF PROPOSED CHARGES FOR GROUNDS MAINTENANCE WORKS BY EDDC FOR 2017/18**

Cllr Giles declared an interest as a member of EDDC

It was RESOLVED to accept the proposed charge for grounds maintenance Slade Close/Chineway Corner £125.39 plus Vat. It was agreed that the following charges would be the responsibility of the new West Hill Parish Council

- i. Monthly Play Area Inspections at West Hill £162.52 plus Vat
- ii. Annual Play Area Inspection at West Hill £100 plus Vat

17/02/21

**UPDATE ON PLANS FOR KING AND QUEEN OF THE MOUNTAIN CYCLE EVENT**

Cllr Gori provided an update on the proposed event and advised that the response had been tremendous. A further meeting would take place on 15<sup>th</sup> February to progress matters. She advised that the road on which the event was taking place did not need to be closed as the cyclists taking part were not professional. It was understood the event was not a race but a time trial. Cllrs Giles, Pratt and Hall expressed concern as to the road remaining open for this event. Cllr Gori would make further investigations and report back

17/02/22

**UPDATE ON CAR PARKING PROVISION AND OTHER ISSUES AT THE TOWN COUNCIL OFFICES CONCERNING FENITON PARK BUILDERS**

The marking out of the car parking spaces was planned for today. However due to the adverse weather the date had had to be postponed. It was understood that there would be four spaces at the front of the Council Offices and one at the rear of Mr Cutler's sales office. The Mayor advised, that the spaces would clearly indicate that they would be for council use only. The Wilderness issues at the rear of the building had still not been addressed and was now in the hands of EDDC's Enforcement Officer. The Mayor suggested that the district councillors should exert pressure on EDDC. Cllr Giles agreed to contact the relevant officer at EDDC

17/02/23

**MEMORANDUM OF UNDERSTANDING ('MOU') RE WATER LEVEL GAUGE AT BROOKVALE LITTLE METCOMBE – APPROVAL OF THE MOU FOR SIGNATURE BY THE MAYOR AND DEPUTY MAYOR**

The MOU was now in its final agreed format. Approval was given for the Mayor to sign the same

17/02/24

**CONSIDERATION OF FUNDING AVAILABLE FOR EQUIPMENT FOR EMERGENCY SITUATIONS – DEVON COMMUNITIES TOGETHER**

The Mayor advised that the Council had emergency equipment so did not require the funding. There was a box of kit for West Hill councillors which was available for collection

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17/02/25

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

There was much discussion about this item. The Deputy Mayor advised that the theatre production was not destined for the Kings School. He was unaware of the reasons for this but assumed the school had other alternatives to tap into. Cllr Giles was extremely concerned that the production was not being seen at Kings despite the subject matter being of such importance. The Deputy Mayor would make enquires as to the reasons for this and would advise accordingly. It would then be a matter for the Council to review the position about funding

17/02/26

**FORMER NAT WEST BANK - UPDATE**

Rapid progress had now been made and by the end of the week the building should be completely finished and the carpets laid. There would be an informal opening on the 24<sup>th</sup> February from 4.30 – 6pm and a formal opening on the 25th February. The Mayor advised that the new facility would be excellent for the town. The construction of the toilets had commenced. A bench would be placed in front of the building in commemoration of the late Roy Wright and the defibrillator would be placed in situ. Cllr Gori wished to thank FOOL who had worked extremely hard on the library and for their efforts in seeking funding towards the Project

17/02/27

**PROPOSAL FOR VOLUNTEERS TO CUT GRASS AT STRAWBERRY LANE AND APPROVAL FOR CONCESSION REGARDING ELECTRICITY COSTS**

The Council agreed that volunteers from the Petanque Club could cut the grass and in return could have use of the electricity FOC for its lighting. The Mayor advised that the electricity costs would be minimal

17/02/28

**SKATEBOARD PARK**

Cllr Pang thanked Cllr Gori for her support and help with regards to the proposed half pipe acquisition for the Skateboard Park. Cllr Pang advised that she was pleased with progress to date and commented on the fact that the Skateboard Park had a lot of outreach work going on which was important

17/02/29

**TO APPROVE THE DECEMBER 2016 AND JANUARY 2017 COUNCIL SCHEDULES OF PAYMENTS AS TABLED**

The December 2016 Schedules were presented showing £36,981.14 (incl. VAT) for the Council and £10.99 (incl. VAT) for the TIC. The January 2017 Schedule was presented showing £22733.06 (incl. VAT) for the Council. It was RESOLVED that each schedule be approved and they were signed by the Mayor

17/02/30

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

There was much discussion. Cllr Pang proposed and Cllr Bailey seconded that the accommodation should be let FOC. The proposal failed. A further proposal from Cllr Carter and seconded by the Deputy Mayor provided that the accommodation be let at £100 per month for six months and the situation be reviewed at the end of the period. The proposal was successful and it was RESOLVED that the new youth pastor should have an office at the Station at a reduced rent for 6 months of £100 per month and then the matter be reviewed after the expiry of 6 months.

17/02/31

**REPORTS BY MAYOR AND CLERK**

There were none

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17/02/32

**TO RECEIVE CORRESPONDENCE FOR INFORMATION AND ANY LATE  
CORRESPONDENCE RECEIVED IN JANUARY**

Tabled

FROM	TO
SWW	Details of changes in the water industry wef 1 <sup>st</sup> April 2017
Western Power	Details of pending works in Gold Street, the Flexton and Silver Street
EDDC	Request for the TC to provide precept details
Scope	Details of house to house collections in OSM
EDDC	Revaluation of rates – 8 Silver St
EDDC	Notification of refund of rates re the Station
Redrow	Refund of water charges at the allotment
Valuation Office Agency	Rating information re various Council properties

17/02/33

**TO RECEIVE REPORTS BY COUNCILLORS OF MEETINGS ATTENDED AS COUNCIL  
REPRESENTATIVES**

**Mayor`s Meetings**

Wednesday 4 <sup>th</sup>	Council Chamber with Jo Talbot
Thursday 5 <sup>th</sup>	Paul McGuire at Allotments
Monday 9th	Planning Meeting
Tuesday 10 <sup>th</sup>	NP Meeting
Wednesday 11th	Trustees Station
Thursday 12th	Lynne from Wickstead
	Strawberry Lane Wickstead
Friday 13th	Neighbourhood Plan
	HR Meeting
	Jessica Bailey
Wednesday 18th	Paul Bartlett
Thursday 19 <sup>th</sup>	Lyn Harding HR
	Regeneration Working Group
Friday 20 <sup>th</sup>	Property Working Group
	Heritage Society
	NP Meeting
Monday 23rd	Planning Meeting
Friday 27 <sup>th</sup>	Anna Library
Saturday 28th	Carpet Collect and bank
Monday 30 <sup>th</sup>	Interview with Assistant Town Clerk

**Councillors Meetings**

Councillors Pang, Carter and Bailey	Kings School – Speed Dating (Political)
Councillor Talbot	Art & Cultural Forum EDDC
Councillor Pratt	Tipton School
Councillor Faithfull	Sports centre
Councillor Gori	FOOL meetings, NHP, Sports centre meeting, Twinning Association, Training Day Cyber Security
Deputy Mayor	LAG, Training Day Cyber Security

17/02/34

**TO RECEIVE COUNCILLORS' QUESTIONS**

- i. Cllr Carter was pleased to see that progress had been made at the factory. It was understood that no progress with the work at Salston Manor had been made. The Deputy Mayor would make enquiries
- ii. Cllr Hall advised that he had received complaints from West Hill residents regarding the posting of entries made by the Mayor and Cllrs Gori and Holmes on the social media `Ottery Matters` in relation to the separation of West Hill from the remainder of the parish. He posed the question `When are our councillors and in particular Cllrs Gori, Holmes and Dobson going to get a grip and accept the inevitable and stop fanning the flames of community dissent`. The Mayor strongly responded by informing Cllr Hall that he would always defend the town and that there was nothing posted on the website which was untrue
- iii. Cllr Faithfull raised the question of the grant application made by Men`s Shed. The Clerk advised that the Council had previously advised Men`s Shed that the matter would be reconsidered once it had had an opportunity to review their financial position

.....Mayor`s Initials

- iv. Cllr Gori raised the matter of whether the noise from the language class disturbed the Council whilst it was in session. However no issues were raised about this matter.

**Meeting ended at 9.30pm**

**Mayor's signature: ..... Date:.....**

**THE NEXT FULL COUNCIL MEETING WILL BE HELD ON MONDAY 6<sup>TH</sup> MARCH 2017  
AT 7PM AT THE COUNCIL CHAMBER, THE OLD CONVENT, 8 BROAD STREET,  
OTTERY ST MARY**

.....Mayor's Initials