

**MINUTES OF THE MEETING OF THE OTTERY ST MARY TOWN COUNCIL HELD ON MONDAY
4TH DECEMBER 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, Carter, Edwards, Giles,
and Faithfull** (Town Ward)
Bartlett and Gori (North Ward)
Pratt and Harding (Tipton St John Ward)
together with the Clerk

Other Persons Present

DCC Cllr Claire Wright, Sulina Tallack EDDC, Mark Perkins of Perkins Ltd, and seven members of the public and one member of the press

Marc Perkins of Perkins Ltd and Sulina Tallack of EDDC were invited to talk regard matters related to S106 funding provisions

Mr Perkins advised that he was speaking on behalf of the Business Forum. He was requesting that at the Sainsburys site, a new sign be erected, or the existing sign modified to display local business information. A new sign would cost approx. £4000 and with the provision of lighting would cost approx. £7000. Alternatively, consideration to be given to modifying the existing sign. However the modification costs were unknown at this stage but were likely to be in the region of £3000. In conclusion Mr Perkins was seeking the support of the Council to seek S106 funding for the provision of a new sign at the Sainsburys site or the modification of the existing sign. If a new sign was purchased then the existing sign to be relocated to an alternative location, preferably to the eastern side of town or Otter nurseries. Mr Perkins agreed to obtain three quotes and was thanked for attending the meeting

Sulina handed out an Information sheet showing details of the Sainsburys S106 monies applicable to the town and the amount of monies left. The Council had until March 2018 in which to spend the remaining monies, otherwise it could be returned to the developer. The money had to be allocated and spent by the deadline date. The Council would need three quotes to present to Sulina as there was no time now to go out to public consultation. Sulina could negotiate with Sainsburys if necessary on the Council's behalf. Sulina provided details of the criteria which the Council would be required to meet regarding the spending of the money. A question and answer session then followed. The Mayor agreed to call a meeting to progress this matter once Mr Perkins had obtained the quotes in readiness for the meeting. Sulina advised that the Council's procurement rules would apply. Sulina was thanked for her informative presentation

PRAYER

The Clerk read the Council Prayer

17/12/01

TO RECEIVE APOLOGIES FOR ABSENCE

There were no apologies

17/12/02

**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 Giles disclosed an interest in Item 12 by virtue of the fact he was a trustee of the Heritage Society and advised he would leave the room whilst the item was being discussed

.....Mayor's Initials

17/12/03

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: TO RESOLVE THAT THE PUBLIC AND PRESS BE EXCLUDED FROM ITEM 33

It was **RESOLVED** that Item 33 be discussed in Confidential Session in view of confidential legal information which has the protection of legal professional privilege.

17/12/04

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

Philip Algar commented on the Straitgate Quarry proposals concluding that Ottery would gain no advantages from this development if it was to go ahead. He provided a number of reasons for his views which included an adverse impact on the tourist sector, environmental issues, increased traffic movements etc. He urged the Council to do all it could to reject the scheme

17/12/05

TO RECEIVE THE MINUTES OF THE FULL COUNCIL MEETING OF 6TH NOVEMBER 2017 (MINUTE REFS 17/11/01 – 17/11/28), AND TO APPROVE THE SIGNING OF THE MINUTES BY THE MAYOR AS A CORRECT RECORD

The Minutes of the of the Meeting of 6th November 2017 (minute refs 17/11/01 – 17/11/28) were presented, approved and signed by the Mayor as a correct record

17/12/06

TO RECEIVE THE MINUTES OF THE PLANNING COMMITTEE MEETING OF 20TH NOVEMBER 2017 (MINUTE REFS P17/11/01 – P17/11/07) AND TO APPROVE THE SIGNING OF THE SAME BY THE MAYOR AS A CORRECT RECORD

The Minutes of the Planning Committee Meeting of 20th November 2017 (MINUTE REFS P17/11/01 – P17/11/07) were presented, approved and signed by the Mayor as a correct record.

17/12/07

TO RECEIVE THE MINUTES OF THE FINANCE COMMITTEE MEETING OF 21ST NOVEMBER 2017 (MINUTE REFS F17/11/01 – F17/11/21) AND TO APPROVE THE SIGNING OF THE SAME BY THE MAYOR AS A CORRECT RECORD

The Minutes of the Finance Committee Meeting of 21st November 2017 (MINUTE REFS F17/11/01 – F17/11/21) were presented, approved and signed by the Mayor as a correct record

17/12/08

TO CONSIDER AND APPROVE THE RECOMMENDATIONS OF THE FINANCE COMMITTEE MEETING OF 21ST NOVEMBER 2017 NOT COVERED ELSEWHERE ON THE AGENDA

1. It was **RESOLVED** that grant payments be made to:- the Coleridge Memorial Trust; Joint Scouts and Guides Ctte; Men`s Shed (6 month`s rent free provision) ; OSM Carnival & Tar Barrel Ctte; OSM Food & Families Festival; OSM Over 60s Club; OSMVSU (Venture Scout Unit Carnival Club); Otter Vale Friends of Hospicecare; Ottery Community Theatre; Ottery Help Scheme; Ottery in Bloom; Ottery Station Youth Club; OSM Twinning Association; Sidmouth & Ottery Hockey Club; Tale Valley Trust; Tipton St John Community Hall Trust; Tipton Times; Vison OM were . Cllr Giles expressed great concern as to the proviso recommended in respect of grants to be made to the OSMVSU, the Twinning Association and the Sidmouth & Ottery Hockey Club whereby they could only receive a grant from the Council , `subject to match funding by other councils`. After some debate it was agreed that the stipulation be removed and, instead, to suggest to these organisations that they should seek any deficit in their grant funding from West Hill PC
2. The Mayor read out a letter from Sylvie Leroy containing her concerns as to any potential increase in room hire costs and also the costs of her obtaining her own public liability insurance. A student of Cllr Gori`s, Jane McGee wished to express her thanks to the Council for providing an excellent community facility. After much debate the Council noted and accepted that the Council`s insurance did not provide public liability insurance for hirers of its rooms and that the hirers would be required to provide their own insurance as a condition of their hiring. The Council`s insurers had advised that

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the Council should not take on the hirers risks. If it was to do so it was likely to invalidate its own insurance. Cllr's Gori declared an interest in the matter which was noted

3. It was approved that the room hire costs be considered at the next Finance Committee meeting
4. It was approved that David Hinchliffe remain as the Council's internal auditor
5. It was approved that councillors allowances should not increase
6. It was approved that staff salaries remain in line with NALC guidelines
7. It was approved that the Council further consider taking on extra grounds maintenance work at the next Finance Committee meeting. It was understood that EDD C had not carried out the weeding around the town as promised, but they would do so next year. According to the Deputy Mayor EDDC probably wouldn't charge the Council for the weeding work at they had let the Council down this year
8. It was approved to accept Cllr Bartlett's revised financial figures which all councillors had had sight of

Cllrs Bartlett and Gori tendered their resignations as Chairman and Vice-Chairman of the Finance Ctte respectively with immediate effect. Cllr Bartlett stated that his reasons for resigning were due to the atmosphere in the Council 'as it was not as it should be'. Both members would remain on the Committee. The Deputy Mayor agreed with Cllr Bartlett's reasons and advised that he would be resigning on 2nd May 2018 as Vice Chairman and Deputy Mayor of the Council

17/12/09

TO CONSIDER APPROVAL OF RECOMMENDATIONS OF THE PROPERTY AND WORKING GROUP MEETING OF 9TH NOVEMBER 2017 NOT COVERED ELSEWHERE ON THE AGENDA

1. It was agreed that the Clerk obtain three quotes for the replacement safety surfacing and removal of the tree stump at the Station
2. It was noted that the notes from the meeting of the 9th November of the Property and Land Working Group should remain unaltered

17/12/10

TO RECEIVE REPORTS FROM EDDC AND DCC COUNCILLORS

Cllr Wright

Cllr Wright had had to leave the meeting early and was not in attendance to provide a report. Cllr Gori expressed her thanks to Cllr Wright for her support to date in respect of next year's Tour of Britain

Cllr Faithfull

Cllr Faithfull had attended EDDC's Overview Committee meeting on 7th November and referred to the scoping report and potential large deficit in funds of EDDC

Cllr Giles

Cllr Giles advised that EDDC's Planning Service had been criticised by a number of parishes. EDDC had held a Strategic Planning Committee Meeting on 27th November at which CIL/S106 funding for projects had been discussed. Cllr Giles reported that five bids had been put forward for CIL funding including the new school at Ottery for Tipton pupils, but all bids were turned down as they did not meet the criteria.

Cllr Giles chaired a Parishes Together meeting at the Council Offices attended by representatives from other parishes. The deadline for Parishes Together applications was 7th February 2018. The notes of the meeting had been e-mailed to all councillors. The item to be included on the January agenda

Cllr Carter

Cllr Carter also attended the Strategic Planning Committee Meeting and spoke about Tipton School

John Hart Leader of DCC would advise at EDDC on 5th December about DCC's budget

The Development Management Ctte would be meeting on 5th December and the Old Manse planning application would be considered

A pilot plan at Exmouth was being progressed to provide overnight parking for camper vans in specific car parks

There would be an additional Strategic Planning Ctte Meeting to be held on 14th December regarding Villages Plan

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17/12/11

POLICE REPORT

A police report had not been received by the Clerk to present to the Meeting . Cllr Giles expressed extreme disappointment and anger at the lack of a police presence at meetings since PCSO Maria Clapp had left and also the lack of a written police report. -

17/12/12

TO CONSIDER APPROVAL OF RECOMMENDATIONS PROPOSED RE THE OLD TOWN HALL AT A MEETING WITH A REPRESENTATIVE OF THE HERITAGE SOCIETY

Cllr Giles left the room whilst this matter was being discussed

Nigel Saddler spoke about museums and their importance, benefit and purpose to local communities. He stated that they had moved on from being collection based. He advised that an opportunity was being presented to the town to have its own museum. He was thanked for attending the meeting and for the useful information provided. Cllr Faithfull expressed concern that if the Heritage Society ('HS') moved in temporarily under a tenancy at will then this may result in problems, particularly if major work was required whilst they were in situ. Cllr Pratt provided background information and confirmed that there was overwhelming support for the project. He stated that concerns had been raised about the quality of the contents for the museum as there was substantial documentation in various locations. Trustees had asked for disclosure of the documentation as without it an application could not be made to the Heritage Lottery Fund. Failure to comply with this request had resulted in some trustees resigning including Cllr Pratt. The concerns of the Regeneration Group according to Cllr Pratt was to the approach being taken by the HS and suggested that the town could find itself with a museum set up to meet the interests of the few without consulting the wider community and providing a facility for all. The Mayor considered that Cllr Pratt's comments were amounting to a character assassination of Robert Neal which Cllr Pratt denied, stating he was simply presenting the facts. The Regeneration Group considered that the HS should be given a three month tenancy at will to enable the HS to assess their collection and to report back their findings and that the Council should seek professional museum advice etc. If after three months the HS was not in a position to lead the development, then a temporary committee be set up of representatives from many community and business organisations (including the HS) to create a forward plan for the development of the Old Town Hall as a Town Museum. It was understood that Betty Williams' legacy could attract match funding from the Heritage Lottery fund for the project a total of £600,000 to create a very good Heritage Centre/Museum for the town. Cllr Faithfull then proposed that no work of any kind was to be carried out to the building without the express permission of the Council and no major work to be carried out without a full proposal of the proposed project. The Mayor suggested that in view of all the conflicting views and opinions that the matter should be deferred and a meeting arranged with members of the Regeneration Group; the HS and a number of councillors and proposals put forward and considered fully and properly

17/12/13

TO APPROVE THE FOLLOWING DOCUMENTATION:-**A REVIEW OF THE EFFECTIVENESS OF INTERNAL AUDIT, STATEMENT OF INTERNAL CONTROL, INVESTMENT STRATEGY AND INTERNAL AUDIT PLAN FOR 2017/18**

All the documentation was approved

17/12/14

TO APPROVE AN INCREASE IN CEMETERY FEES FOR 2018/19 IN LINE WITH EDDC'S CHARGES

It was **RESOLVED** that the Council's cemetery fees be increased in line with EDDC's fees*

Note at the meeting of 5th February 2018 it was resolved that this motion be rescinded and that the charges to be imposed by the Council from 1st April 2018 be in line with the RPI

17/12/15

TO APPROVE SLOAN WALKER CONTINUING WITH THE ACCOUNTANCY PROVISION FOR 2018/19

It was **RESOLVED** to accept the quote from Sloane Walker, to provide accountancy provision for 2018/19

17/12/16

S106 MATTERS –

- 1. APPROVAL FOR S106 MONIES TO BE USED FOR THE FUNDING OF CABINET SIGNS TO PROMOTE OTTERY ST MARY**

As discussed earlier in the meeting, three quotes would need to be obtained in order to progress this matter

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2. TO CONSIDER THE PROVISIONS OF THE S106 TOWN MILL AGREEMENT RE PARKING PROVISION

Cllr Holmes advised that by virtue of the S106 Agreement, the Council was eligible for car parking provision on the Town Mill site, in the event of EDDC not requiring the same. It was understood that Sulina Tallack would check out the current position and report back to the Council

17/12/17

APPROVAL FOR USING DEVON CONTRACT WASTE FOR THE DISPOSAL OF CONFIDENTIAL WASTE

It was **RESOLVED** that the Council use Devon Contract Waste in future for its confidential waste collection at a cost of £5.25 plus Vat per bag

17/12/18

APPROVAL OF ALL OFFICE STAFF ATTENDING A DATA PROTECTION COURSE IN 2018

It was **RESOLVED** that the Town Clerk and her assistants attend a DALC Data Protection course at a cost of £40 per delegate next year

17/12/19

CRANBROOK PLAN – OBSERVATIONS/COMMENTS

All councillors had been e-mailed a link to look at the Plan. Comments had to be received by EDDC by 8th January 2018. No comments were made at the meeting

17/12/20

PROPERTY MATTERS:

I. ST SAVIOURS LAND – CONSIDERATION OF USE AS A NATURE RESERVE

Cllr Holmes advised that he was having conversations with the English Nature, the Environment Agency. And Devon Wildlife Trust with regards to progressing the land as a nature reserve/picnic area. He would report back his further progress to the Council in due course. Cllr Giles enquired about the provision of tree planting which it was understood could be considered in view of the S106 monies available for this purpose

II. CONSIDERATION OF PROVISION OF NEW INTERNAL DOOR IN COUNCIL OFFICES

The provision of a new internal door (between the chamber and the meeting room) was discussed. Quotes would need to be obtained. The Deputy Mayor suggested that the door should not be glazed but would need to be fire proof

III. APPROVAL OF IMPLEMENTING RECOMMENDATIONS CONTAINED IN A FIRE RISK ASSESSMENT IN RESPECT OF THE COUNCIL OFFICES

The following recommendations in the Fire Risk Assessment were approved:-

- i. the Handyman be asked to deal with the external door in the Council Offices
- ii. a local carpenter be asked to deal with the doors on the first floor of the building and
- iii. the Clerk to cascade information to her two assistants about the fire warden course she had attended

IV. LIBRARY - APPROVAL OF FINAL INVOICES RE LIBRARY PROJECT

All members had seen the final invoices from Dave Strawbridge (£2400.79) and Ian Bishop (£142.00) with regards to the library project and approval was given to payment of the same. The Clerk had e-mailed a report from Dave Walker, the Council's accountant which provided an independent overview of the costings of the bank

V. APPROVAL OF CONTRACTOR/COST FOR LIBRARY DOOR

Two quotes had been received by the Clerk from ADT and Ian Bishop in respect of a door opener for the library. It was **RESOLVED** that the quote provided by Ian Bishop in the sum of £1476 be accepted

VI. APPROVAL OF THE TRANSFER PLAN RE THE ALLOTMENTS LAND

The revised plan for the transfer of the allotment land was approved

VII. UPDATE ON PORTACABIN AT THE STATION

The Clerk advised that one of the porta cabins at the Station was tenanted by a business which had been dissolved. The property rights and assets etc now vested in the Crown and were deemed to be Bona Vacantia. The Clerk had written to the relevant government department regarding the

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tenancy agreement and was hopeful that this could be `disclaimed`. Once this had been achieved then the tenancy could be offered to the tenant in her own name

VIII. UPDATE ON LETTINGS IN COUNCIL OFFICES

The Clerk advised that Offices 1 and 4 were now occupied by Sloan Walker; Office 2 by Hostcom, Office 3 by Otter Accountants, Office 6 on an occasional basis by a counsellor and therefore only Office 7 was now vacant.

17/12/21

CONSIDERATION OF THE PROVISION OF CCTV AT CANAAN WAY CAR PARK

Cllr Giles reported his extreme concern at the continuing problems of vandalism and anti-social behaviour (including a common assault) in and around the Land of Canaan. The behaviour was causing distress and misery to a local business owner and members of the public. Last weekend further vandalism had taken place. A fence and light were broken and safety protection equipment had been thrown in the Leat. Cllr Giles was dismayed to learn that the police were of the view that there were no on-going issues at this location. After further debate it was **RESOLVED** that the Council ask the police to take measures to monitor and deal with the problem and that the Council ask EDDC and the police to install CCTV cameras at the Land of Canaan with the Town Council willing to make a financial contribution towards the cost of installation. It was understood that the cost of CCTV at Seaton car park was £5000. However the cost for the provision of CCTV in Ottery may not be the same. For the CCTV system to operate it would be necessary for a nearby local business to have Wifi connection. Cllr Giles said that this would not present a problem. He also thought that Cllr Wright may be willing to provide funds towards the costs from her Locality budget

17/12/22

OTTERY HOSPITAL – UPDATE

Cllr Pang advised that progress being made to establish a health and wellbeing hub in order to retain the Ottery hospital building. She advised that a meeting had taken place on 26th October at the Council Offices with the RD&E and a further meeting was planned for mid January. Cllr Giles advised that NHS Property Services will be invited to the next Health and Adult Care Scrutiny Committee meeting at DCC where they would be asked as to what their intended use of the hospital is

17/12/23

TERM OF MAYOR

The Mayor said he would not be standing for Mayor again in May 2018. There appeared to be a discrepancy between the information that had been minuted at the November meeting and the information contained in Cllr Pang's recommendations which she had previously circulated to councillors. The minute provided *'The term of Mayor and Deputy be limited to two years including the first year. A gap of two years (rather than three as originally proposed by the working group) would be required before either of them could serve again'*. It was agreed that the matter be further considered at the January meeting with regards to making the actual provisions clearer. The Mayor suggested that Cllr Pang write to the Clerk to specify exactly what wording she required to be approved at the January meeting.

17/12/24

CONSULTATIONS WHICH THE TOWN COUNCIL HAS BEEN INVITED TO COMMENT ON (FENITON NEIGHBOURHOOD PLAN AND THE DEVON & SOMERSET FIRE & RESCUE SERVICE DRAFT INTEGRATED RISK MANAGEMENT PLAN (2018-2022))

The councillors had been e-mailed details of both consultations which expired on 8th and 31st December respectively. No comments were made to either consultation but councillors could respond individually

17/12/25

OSM NEIGHBOURHOOD PLAN – UPDATE

The Plan had been passed by EDDC on 29th November. It would now go to the Inspector for comment and then onto a referendum

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17/12/26

REGENERATION PROJECT - UPDATE

Cllr Pratt advised that there had been a good response from the public to the Group's proposals. The minutes of a meeting of the 23rd November of the Regeneration Group had been circulated. The Mayor objected to the statement in the minutes:- *'A proposal that the Town Council should grant a transfer of the freehold with a restrictive covenant had been turned down by the Mayor'* The Mayor advised that he did not have the power to unilaterally agree this. His recollection was that he *'would not be supportive of such a proposal'*. Cllr Gori advised that she had received a number of communications from residents, including an email (the contents of which she read out) which indicated that there seemed to be a misunderstanding that any decision taken by the Regeneration Group was agreed by the Council. Cllr Pratt attributed the email to a specific individual and his perceived lack of accountability to the group. He advised that these matters had now been addressed with the individual concerned. In response to Cllr Pratt's request, Cllr Gori advised that she did not think it appropriate to mention the names of the persons who had contacted her. However she agreed to forward these communications to him.

17/12/27

ACCOUNTANCY MATTERS – TO APPROVE:-**I. THE NOVEMBER 2017 COUNCIL SCHEDULE OF PAYMENTS AS TABLED**

The November 2017 Council Schedule (showing £13615.47 (incl. VAT) for Council expenditure) was presented by Cllr Bartlett. It was **RESOLVED** that the quarterly accounts and the schedule be approved. The schedule was duly signed by the Mayor

II. TO NOTE THE AUDIT REPORT AND GRANT THORNTON'S RECOMMENDATIONS

Cllr Giles expressed great concern as to the Council's recent audit report received from Grant Thornton, the Council's external auditor. He couldn't recall seeing an audit report before with such strong criticism of a Council. He advised that the findings of the auditor were extremely serious and should be considered in more depth. It was agreed that the item be included on the January agenda

17/12/28

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

There were none

17/12/29

Mayor's Meetings Tabled (November)

Date	Meeting details
2	Heritage Society
6	Full Council Meeting
9	Property Land Working Group
13	Meeting Phyllis Baxter (late night shopping)
15	Tar Barrels debrief
16	Meeting John Campion (late night shopping)
20	Planning Committee Meeting
21	Finance Committee Meeting
22	Meeting with Robert Neal
23	Regeneration Working Group Meeting

17/12/30

MAYOR'S REPORT

1. All councillors were invited to the Kings School Carol Service at Ottery Church on Monday, 18th December at 7.00pm
2. A query had been raised as to the allocation of Parishes Together Funding/S106 funding now that West Hill had its own parish council. This was being considered by EDDC and the Council would be advised shortly
3. Matthew Fearn, son of the late Barry Fearn had advised that Barry's family would like to buy a defibrillator to place in the town in memory of Barry. The Council expressed its gratitude for this very generous gesture and it was suggested that the matter be discussed at the next meeting of the

.....Mayor's Initials

Property and Land Working Group. The Mayor suggested that the location of all the existing defibrillators in the town should be advertised.

17/12/31

CLERK'S REPORT

The Clerk advised that both telephone boxes had now been transferred into the ownership of the Council. BT had arranged for the telephone equipment to be removed and once this had taken place it would inform the Council accordingly

17/12/32

TO RECEIVE CORRESPONDENCE FOR INFORMATION AND ANY LATE CORRESPONDENCE

The following correspondence was tabled

Sender	Details
Smaller Authorities Audit Appointments Ltd	Confirming that the external auditor for 2017/18
Valuation Office Agency	Notification of revised valuation for store and premises (Old Town Hall)
EDDC	Changes regarding the criteria for the Parishes Together Fund
EDDC	East Devon Infrastructure Delivery Plan
OSM Heritage Society	Newsletter

17/12/33

TO RECEIVE COUNCILLORS' QUESTIONS

- i. Cllr Carter congratulated the Christmas lights switch on. He said it was a very enjoyable evening. He proposed that thanks be given to Phyllis Baxter for all her hard work in organising the event
- ii. At Cllr Harding's suggestion, it was agreed that a member of HR Ctte should attend next year's Data Protection course along with the Clerk and her assistants
- iii. Cllr Edwards was seeking a replacement member on the Institute Management Charity as Dave West would shortly be leaving the area. Cllr Faithfull offered to be the replacement
- iv. It was agreed that when Cllr Pang attended meetings relating to the hospital meetings, she did so in her private capacity
- v. Cllr Giles mentioned that Richard Coley had carried out fantastic work around Ottery particularly with regards to Pixie Day. He thought it was extremely unfortunate and unfair that Mr Coley had received adverse publicity regarding the state of the Christmas tree outside the library. He proposed that the Council should fund the tree for future years. It was understood that a nursery owner had donated the replacement tree and was likely to do so next year. It was also understood that Mr Coley would not be involved in this aspect of the Christmas events in future years. Cllr Giles proposed that Mr Coley be thanked for all the hard work he had carried out over the years in the town and that it was hoped that he would still continue as an integral part of organising Pixie Day and the Christmas event.
- vi. Cllr Gori advised that the Ottery & District Skate and BMX Annual Report 2016-17 was available in the office and she expressed thanks to the Council for its financial support of the facility. She also advised that Phyllis Baxter wished to thank the Council for the Christmas lights, the support of the Council in respect of the Christmas events and also John Campion, Chris Abbot, Paul Carter and also Heather and Sarah of the Carnival and Tar Barrels Ctte
- vii. Cllr Bartlett advised that there was no signage for the new toilets. It was agreed that this should be addressed asap. It was suggested that a sign could be placed on the wall on the ladies side

Meeting ended at 9.45pm

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

DATE OF THE NEXT MEETING: MONDAY 8th JANUARY 2018 AT 7PM AT THE COUNCIL CHAMBER, COUNCIL OFFICES, OTTERY ST MARY

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CONFIDENTIAL SESSION

TO CONSIDER A REQUEST FROM THE OTTERY ST MARY CARNIVAL AND TAR BARRELS COMMITTEE

The meeting then went into Confidential Session. After much debate regarding the Ctte`s request, it was agreed that it be reconsidered by the Council, once there was a final outcome

.....Mayor`s Initials