



Ottery St Mary Town Council

Minutes of the **ORDINARY MEETING OF OTTERY ST MARY TOWN COUNCIL** held on **MONDAY, 6TH JULY 2020** at **7.05pm**. The meeting was conducted virtually in accordance with Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020

PRESENT:-Cllr Johns (**Mayor**), Cllr Lucas (**Deputy Mayor**), Cllrs Faithfull, Copus, Stewart, Dobson, Grainger, and Pang, one member of the public (Ashely Franks) and Christine McIntyre CEO

20/07/01

TO RECEIVE APOLOGIES FOR ABSENCE

Cllr Giles

The Mayor advised that Cllr Harding had regrettably resigned with immediate effect. She thanked her for all her hard work during the past ten years and wished her well

20/07/02

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

NAME OF COUNCILLOR	INTEREST
Cllr Pang	Item 13 (Hospital) Personal Interest as Chair of the OSM & District Health & Care Forum Personal Interest as a director re OSM Skate park & BMX Trust
Cllr Faithfull	Item 13 (Ottery Hospital) Personal Interest as a member of the OSM & District Hospital League of Friends

20/07/03

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

There were no items to be excluded

20/07/04

TO ALLOW MEMBERS OF THE PUBLIC PRESENT TO SUBMIT QUESTIONS/COMMENTS FOR CONSIDERATION *INDIVIDUAL CONTRIBUTIONS WILL BE LIMITED TO 3 MINUTES*

It was agreed that Ashley Franks be permitted to speak re Item 14 (Grant Request) when it came up on the agenda

20/07/05

POLICE MATTERS TO INCLUDE A REPORT FROM SGT RICHARD STONECLIFFE

Sgt Stonecliffe was not present at the meeting and a report had not been provided. It was concluded that due to the current demands on the Police that this was the likely reason he

Mayor's Initials.....

had not been able to participate in the meeting. It was agreed that the CEO should e-mail him and ask if there were any matters that the Council needed to be aware of

20/07/06

TO RECEIVE THE MINUTES OF THE EXTRA ORDINARY TOWN COUNCIL MEETING OF 15TH JUNE 2020 (MINUTE REFS 20/06/51 – 20/06/58), AND TO APPROVE THE SIGNING OF THE MINUTES BY THE MAYOR AS A CORRECT RECORD

The Minutes of the **EXTRAORDINARY TOWN COUNCIL MEETING** of 15th June 2020 (minute refs 20/06/51 – 20/06/58) were presented, approved and would be signed shortly by the Mayor as a correct record

20/07/07

TO NOTE AND CONFIRM THE MINUTES OF THE PLANNING COMMITTEE MEETING OF 16TH JUNE 2020 (MINUTE REFS P20/06/01 – P20/06/10),

The Minutes of the Planning Committee Meeting of 16th June 2020 (Minutes Ref P20/06/01- P20/06/10) were noted and confirmed

20/07/08

TO NOTE AND CONFIRM THE MINUTES OF THE PROPERTY AND LAND COMMITTEE MEETING OF 1ST JULY 2020

The Minutes of the Property and Land Committee Meeting of 1st July 2020 (Minutes Ref P20/06/01- P20/06/10) were noted and confirmed

20/07/09

TO APPROVE THE RECOMMENDATIONS OF THE PROPERTY AND LAND COMMITTEE MEETING OF 1ST JULY NOT CONSIDERED ELSEWHERE ON THE AGENDA

20/07/10

THE COUNCIL OFFICES

a. CORONAVIRUS

That the recommencement of occupancy by any tenant/employee in the Council Offices would only be allowed if the advice of the Government was such.

b. TENANCIES

That Tenancies at Will be offered to the tenants of Offices 6 and 7 to terminate at the end of the year and then full leases be offered to all four tenants to commence at the beginning of the year so that all tenancies would run concurrently

c. NPS BUILDING SURVEY REPORT AND EQUIPMENT SCHEDULE – ESSENTIAL WORKS ESTIMATED AT £6134

That the Council should invite tenders for building repairs in respect of this property (and others as stipulated) and that Dacks should be included in the invitation.

The Chairman was keen to ensure that all the Council's buildings were kept in good condition and met all health and safety legislation, as they were assets of the community. In addition the Chairman emphasised that as a landlord and freehold owner, the Council had a statutory duty to keep the properties in good order. It was noted that any proposed works would need to fit in with the IT works proposed for the Council Offices, subject to the current BT works which were currently underway

d. CEO'S CURRENT OFFICE (THE PROPOSED RECEPTION AREA)

That Mr Gomm's cheaper quote for a glass reception hatch be accepted and a small blind be purchased

Mayor's Initials.....

e. OFFICE 1

That Terry Pike who was on the Council's list of approved contractors be appointed to carry out the decorating work. It was noted that if Dulux paint was used his quote would be slightly higher. The quote be accepted from Carpets Collect plus the additional costs of moving furniture, the disposal of old filing cabinets and the possible purchase of a locked storage cupboard

f. TECHNICAL SIDE

Option 2 for the phone provision (Hybrid onsite PBX)) but the phone providers be reviewed before the Council enters into any contract.

That the CEO be provided with a mobile phone for work

g. CAR PARKING BAYS AT THE COUNCIL OFFICES AND FENITON PARK

That it would be a waste of public money to pursue the issue legally and that no further action be taken

20/07/11

STRAWBERRY LANE

a. NPS BUILDING SURVEY REPORT AND EQUIPMENT SCHEDULE –ESSENTIAL WORKS ESTIMATED AT £430

That these be incorporated within the tender (as for the Council offices) for repairs.

b. CRICKET CLUB LEASE

That the CEO arrange a meeting with the Bowling Club the Cricket Club and members of the Committee to deal with these issues. The Deputy Mayor agreed to take the lead on this.

20/07/12

WINTER'S LANE TENNIS COURTS

a. NPS BUILDING SURVEY REPORT AND EQUIPMENT SCHEDULE - ESSENTIAL WORKS ESTIMATED AT £50,000

That these works should not be incorporated within the tender at this stage

b. SHED

That the use of the shed by the Pixie Ctte be revisited when practicable

20/07/13

ALLOTMENTS

a. That a further water tank be purchased with a budget of £200. The Chair would liaise with the CEO re the purchase of the same.

b. That the status of dogs which are allowed on the allotments, be checked and if an ESA ('Emotional Support Animal') dog met the criteria that the dog be permitted on the allotments subject to the owner ensuring that it was kept under control and the owner ensured that any dog faeces were removed

20/07/14

CEMETERY

That the CEO check all title deeds again for certainty of land ownership details and then (if appropriate) write to the relevant Abbott Close owners about the felling of the trees on the Council's land and re-siting of a section of the boundary fence. The letter to be approved by the Committee in the first instance.

Mayor's Initials.....

20/07/15

THE MUSEUM

a. NPS BUILDING SURVEY REPORT AND EQUIPMENT SCHEDULE- ESSENTIAL WORKS ESTIMATED AT £79,597

That these works should not be incorporated within the tender at this stage. In addition the Heritage Society (‘the Society’) had provided a list of works requiring several thousand pounds of expenditure (including addressing asbestos issues)

b. FIRE RISK ASSESSMENTS

That as a responsible landlord the works as highlighted in the Assessments in respect of the entire building (inc the Silver Band Room) should be carried out as a matter of urgency.

c. SURVEYOR’S REPORT/MEETING

Following receipt of the surveyor’s report in respect of the roof, that a virtual meeting with the Society to be set up to deal with the numerous issues

d. GRANTS

That grants be applied for which would assist with the cost of the works. It was noted that the Society may be willing to contribute towards the costs of the works

e. WORKS

That prior to the proposed vent works being carried out, that they were checked by the Fire Risk Assessor to ensure that they did not contravene any fire regulations.

f. FINANCE

That the CEO contact the Society again to request an official copy of their accounts/ten year financial plan which the Finance and Property and Land Committees would need to consider

20/07/16

THE STATION

a. NPS BUILDING SURVEY REPORT AND EQUIPMENT SCHEDULE – ESTIMATED ESSENTIAL REPAIRS £1522.

That these works should not be incorporated within the tender at this stage

b. FINANCE

That the Station be asked for a copy of its up to date accounts. (It was noted that the Station received income from its hirings (no lease arrangements). The commercial tenants paid rental to the Council which offset repair costs that the Council paid). Following receipt of this information the Chair of Finance to speak to Roger Chambers and Mac Dick about these issues following which, it was hoped that the proposed new lease could then be progressed.

c. OTHER LETTINGS

That the Help Scheme be offered a TAW initially for their occupancy and a more permanent agreement be entered into, once its long terms objectives were known. .

20/07/17

SKATE PARK

a. NPS BUILDING SURVEY REPORT AND EQUIPMENT SCHEDULE ESSENTIAL REPAIRS EST AT £900

That these works should not be incorporated within the tender at this stage.

Mayor’s Initials.....

b. ANNUAL MAINTENANCE GRANT

That a meeting be set up to discuss all the skate park issues (inc the access way issues) between the Head Teacher and Director of Finance of the school, plus the directors of the Skate park and Committee members to consider the various issues (repairs and access problems) and that the continuation of the annual *maintenance grant provision agreed by the Council back in 2013, would be dependent on the outcome of the meeting.

*There was some disagreement as to the definition of `maintenance`

20/07/18

THE LIBRARY

a. NPS BUILDING SURVEY REPORT –ESSENTIAL REPAIR WORK EST £519

That these works be included in the tender (as for the Council Offices).

b. CCTV SYSTEM

That Al Findlay be requested to assist with ensuring the system was password protected and the recordings were deleted after 30 days)

20/07/19

CAR PARKING SPACES AT THE FORMER FACTORY SITE

To accept the Council`s solicitor`s suggestion to opt for indemnity insurance rather than the carrying out of searches, as this would be substantially cheaper.

20/07/20

THE DRAFT SERVICE LEVEL AGREEMENT RE THE MANAGEMENT OF COUNCIL PROPERTIES AND TO MAKE RECOMMENDATIONS ACCORDINGLY

The CEO arrange a Zoom meeting with NPS to consider terms/costs etc. It was requested that all Committee members familiarise themselves with the document prior to the meeting

20/07/21

TO CONSIDER THE TREE SURVEY AND THE RECOMMENDATIONS CONTAINED

_That all the recommendations made in the report in respect of tree works, be actioned and that Connor Down be asked to carry out the work as he was on the Council`s approved contractors list. Further that the tree at the Council`s office, (once it was removed), be relocated if this was possible. It was noted that all the Council`s trees should be re-inspected at three yearly intervals. .

20/07/22

TO CONSIDER THE COUNCIL`S CURRENT LEGAL REPRESENTATION REGARDING CURRENT AND PENDING TRANSACTIONS

That all the Council`s legal work be transferred over to Tim Walmsley at Stephens and Scown who were the successful tenderer for the Council`s legal work

It was **RESOLVED** to approve the above recommendations. However Cllr Pang abstained from voting as she had issues with the recommended NPS repairs (as there was a Rospa report regarding the condition of the skate park).. She was also unhappy with the definition of `admin expenses` as explained by Cllr Stewart in respect of the annual Maintenance Grant which she was of the view were negligible. She also advised that she was now an `add-on` and a temporary trustee of the Skate Park organisation.

20/07/23

**TO RECEIVE REPORTS FROM EDDC AND DCC COUNCILLORS
County Cllr Wright**

Mayor`s Initials.....

Cllr Wright had submitted a written report which is attached to these Minutes and which referred to the Greater Exeter Strategic Plan, Devon Libraries re-opening and the petition to save the bridge at Harpford

EDDC Cllr Johns

Cllr Johns advised that everything was still 'up in the air' at EDDC with regards to meetings, with some taking place virtually but most having been cancelled

EDDC Cllr Faithfull

Cllr Faithfull mentioned the Greater Exeter Strategic Plan

20/07/24

TO RECONSIDER THOSE MATTERS RELATING TO TRAVEL AND OTHER IMPROVEMENTS IN THE TOWN (WHICH WERE CONSIDERED AND RESOLUTIONS MADE AT THE EXTRAORDINARY MEETING OF 15TH JUNE UNDER ITEM 7 (TO CONSIDER THE DCC SHARED FOOTPATHS SCHEME AND MAKE DECISIONS ACCORDINGLY) AND WHICH WERE OUTSIDE THE REMIT OF THE AGENDA HEADING) AND TO MAKE DECISIONS ACCORDINGLY

Cllr Copus advised that the Council's request for a last bus from Honiton Station to Ottery, wasn't being acted upon and he expressed his disappointment. He understood that Coronavirus issues were taking priority. He advised that he would write to Otter Valley Hash House Harriers and the Pedal Bashers Group about the proposed Shared Footpath Scheme asking for their suggestions

It was RESOLVED to approve the following matters:-

TO CONSIDER THE DCC SHARED FOOTPATHS SCHEME AND TO MAKE DECISIONS ACCORDINGLY

- a. that the Council should concentrate on doing things that could be actioned quickly..

In addition the provisions of the NHP should be taken into account – Chapter 4 Page 20 provides *'Connections between the settlements of the Neighbourhood Plan Area and beyond will be enhanced with an improved network of off-road footpaths and cycle ways, including the establishment of a Cycle Route from Feniton to Sidmouth, promoting active lifestyles and the health and wellbeing of the population.'*

- b. Suspending the parking spaces down Mill Street to create a wider shared footpath and cycle lane.**

That a full consultation would need to be carried out with business owners and residents to progress this

- c. Narrowing the main Town Square by widening pathways which could be created using planters to create a physical barrier but one that is also enhancing the look.**

To make this an urgent issue to be addressed by the Regeneration Cttee and that a budget of £500 be made available for consultants to be instructed in the first instance to consider outline plans and provide a professional opinion; to be reviewed as necessary and that it was in line with the NHP provisions –Para 9(14) P70 and Chapter 4 Objective 16 which provided the following:-

Interventions suggested to enhance the town centre include, in concept:

- 1. Rebalancing the hierarchy to give greater prioritisation to pedestrians and reducing the dominance of cars.*
- 2. Carving out more public spaces within the town centre for sitting, chatting, watching the world go by.*

Mayor's Initials.....

Enhance Ottery St Mary Town Centre to achieve public realm and accessibility improvements that will help to make the town centre a safer and more inviting space and strengthen the long term vitality of the town.

d. A shared pathway/cycle route out of Ottery towards Otter Nurseries / Joshua`s

To try and move this forward and re-engage with the land owners

e. Discuss with local landowners opportunity to develop footpaths into cyclepaths

That Cllrs Grainger, Copus and Giles would identify areas of land suitable for this purpose and then the CEO would contact the landowners for their thoughts.

f. Encouragement of active commuting from OSM and surrounding villages to local employment areas (Honiton, Sidmouth, Exeter, Exmouth and the railway stations at Whimble and Feniton). Identification of non-arterial lanes/roads between these places - conversion of these to SHARED USE ROUTE with obvious entrance, extensive board and painted signage, painted dashed cycle lanes, chicanes, speed limit to 20 etc etc. This is a bigger project and would need EDDC's involvement, but maybe it is possible to do an 'interim' solution as per DCC's Exeter plan. Identifying the best quietish routes between Ottery and other centres and then making them quieter - Possible temporary chicanes to act as traffic calming?

To liaise with EDDC about this matter

g. Extension of this to create network of loops around OSM of various lengths for family leisure cycling/running/walking

As per f above

h. Improvement of the cycle route along Harpford railway line section - the start and end of this route are in VERY poor condition - to encourage safe cycling to the Bowd.

As per f above

i. Speed limit of 20mph throughout OSM up to and including Otter Nurseries. Restriction to 30 or 40 mph on lanes to all outlying villages not involved in shared route usage (20mph).

That the Council seek a 20mph zone in the area (boundaries to be approved) subject in the first instance, to consultants being instructed for a professional opinion as per Town Square. The matter would need to come under the Regeneration Cttee to be actioned asap

j. Imagine traffic priority changing in town centre to increase driver attention and reduce bottle necks and jams, for example no right turn from Broad Street into Gold Street Or the installation of a mini roundabout in the same location

This would also need to come under the remit of consultants as per Town Square. That a letter be sent to EDDC's Streetscene advising that the Council was involved in enhancing the Conservation Area (which is specified in EDDC's Local Plan and which was also in conjunction with improving pedestrian safety) and to request that EDDC come up with an improved waste collection system for the residents of Batts Lane

k. Create a temporary shared space for pedestrians/cyclists from junction of Butts Road to Gosford Lane junction to provide a safer route for people to move to and from the retail outlets located on Gosford Lane

This would need to be considered

l. Create additional space for pedestrians to accommodate social distancing at

Mayor's Initials.....

key "pinch" points of footfall as well as providing some support by providing outdoor space for local hospitality businesses. Potential areas:

- i. Main square
- ii. Between the vehicle entrance / exit of Sainsbury's to Prospect Place.
- iii. Mill Street from main square to the cut through towards Sainsbury's
- iv. Section of Batts Lane - from Yonder St to junction with Brook Street
- v. Section of Gold Street - near to Silver Otter

These would need to be considered further

- m. To encourage children and carers to walk or cycle and help with social distancing for the primary school - look at options to prohibit parking around the school and surrounding roads by creating safe walking cycling routes.

That the Council should investigate an eco transport scheme and Cllrs Stewart and the Deputy Mayor would be happy to take this on and to work with the Regeneration and Climate Action Cttes, plus investigate funding options. Cllr Giles would investigate the Cycling Proficiency Scheme

Dave Moss's E-mail

The CEO read out the contents of Dave Moss's e-mail with regard to the 2018 report, 'Traffic, Parking and Related Issues' which he and others had prepared previously.. The Report contained recommendations which had been approved by the Council last year. Mr Moss in his e-mail explained that the Report had involved a large amount of work which should not be disregarded and expressed a wish that these recommendations should be considered alongside the recent recommendations made by the Regeneration Ctte. It was agreed that a Regeneration Ctte Meeting be arranged and the authors of the Report be invited to attend to discuss the Report and their ideas, which could then be brought back to the Full Council.

20/07/25

TO CONSIDER AND APPROVE (IF APPROPRIATE) ANY FURTHER SHOP FRONT GRANT APPLICATIONS RECEIVED AND ANY PENDING FROM THE INITIAL APPLICATIONS RECEIVED

An updated list had been circulated to councillors and it was **RESOLVED** that funding be granted to the following and in the amounts stated (unless stated otherwise):-

Arcadia	£500
LauryLee	£34.80
Silver Otter	£200
K&M Butchers	£150
Christopher Piper Wines	£250
Prospect Beauty	£337.91*
Pullen & Symes	£500
Papadom	£290

There was much debate and it was **RESOLVED** that a further extension date be granted until 20th July and that the Deputy Mayor and CEO have delegated authority to approve

Mayor's Initials.....

further applications received. Cllr Pang advised of a personal interest re the Papadom application. *It was also agreed that Prospect Beauty could not include Perspex screening in their application as it did not meet the criteria of the funding scheme and thus the amount they received from the Council would be reduced to reflect this

20/07/26

OTTERY HOSPITAL – UPDATE AND CONSIDERATION OF ANY MATTERS ARISING

The Deputy Mayor advised that There had been no meetings recently due to the difficulty in getting key players together as a result of Coronavirus. He was hopeful that a meeting would take place shortly

20/07/27

REQUEST FROM THE OTTERY ST MARY CARNIVAL AND TAR BARREL COMMITTEE FOR ADDITIONAL GRANT FUNDING

The Ottery St Mary Carnival and Tar Barrel Cttes were seeking an additional grant of £7,500 towards the cost of both annual events of which the estimated costs were £30,000. They were hoping to hold both events this year. Mr Franks made representations on behalf of the grant applicants. He explained that there would be no outside traders this year, so all income would be to the benefit of the town. There was much debate and the overwhelming view of the Council was that as Tar Barrels was the main event of the year in the town which brought a lot of business into the town, then it should be fully supported. It was **RESOLVED** that a grant of £7,500 be made with the proviso that that this be repaid to the Council if the event did not go ahead. In addition, it was agreed that the Council Offices be used as an operational room for Tar Barrels on the night, subject to the Council's insurers agreeing to this request.. The CEO suggested that this should be on the basis that the room(s) used were kept clean and tidy and the carpets protected. Mr Franks confirmed that this would be the case. The Deputy Mayor hoped that the Council would work more proactively with Tar Barrels and other local organisations in the future. Mr Franks expressed his thanks to the Council and confirmed that the money would be required in October.

20/07/28

QUEEN'S BIRTHDAY HONOURS LIST – NOMINATIONS FOR PERSONS WHO MADE EXCEPTIONAL EFFORTS IN SUPPORT OF OUR COMMUNITY DURING THE CORONAVIRUS PANDEMIC

The Mayor was of the view that it was difficult to nominate just one person for the Queen's Birthday Honours List when all the community had pulled together in the Pandemic. The CEO advised that the closing date for nominations was 29th July should anyone be able to put forward a nominee in the timescale. The Mayor stated that the Council was extraordinarily proud of the community in which we lived, which had come together with so many people helping others, and doing all manner of things to support the community. It was also noted that there was still a number of persons who were involved in volunteering in the community

20/07/29

CONSIDERATION OF MEMBERS ALSO SERVING ON OUTSIDE BODIES (THIS WILL BE A BRIEF DISCUSSION ONLY)

The Mayor had taken advice from EDDC's Monitoring Officer re councillors serving on outside bodies and confirmed that as long as councillors were declaring their interests at meetings and ensured that their Declaration of Interest forms were up to date, then they were doing what was expected of them.

Mayor's Initials.....

20/07/30

CCTV – TO CONSIDER AND APPROVE (IF APPROPRIATE) A NEW POLICY IN ACCORDANCE WITH THE RECOMMENDATIONS OF THE INTERNAL AUDITOR

The draft Policy had been e-mailed to councillors for approval. The Internal Auditor had discovered that the Council was lacking a CCTV Policy and recommended that the Council should provide this. . It was **RESOLVED** to accept the Policy

20/07/31

TO CONSIDER AND APPROVE (IF APPROPRIATE) A REVISED POLICY FOR THE ANNUAL COMMUNITY GRANTS

The draft Policy had been e-mailed to all councillors . The CEO was keen to get this agreed as applications for annual grant funding would be received in the next few months. It was **RESOLVED** to accept the Policy. Cllr Stewart was of the view that all grant application forms should now be in an electronic format which would save the DCEO time when extracting information from the forms. The CEO advised that in some cases the applicants may not be IT conversant and it was important not to discriminate against them. The Mayor suggested that if any applicant had difficulties with completing an electronic form then they should contact the Council who would be happy to provide assistance.

20/07/32

TO CONSIDER AND APPROVE (IF APPROPRIATE) THE TERMS OF REFERENCE FOR THE POLICIES AND COMPLIANCE WORKING GROUP

The draft Terms of Reference had been e-mailed to all councillors. It was **RESOLVED** to accept the Terms of Reference

20/07/33

S106 UPDATE

Cllr Stewart advised that due to Coronavirus EDDC had been advised by Central Government that they should not chase developers for the money owed, or charge interest. Therefore EDDC could not do anything at the moment re the monies owing to the Town Council. He also advised that EDDC`s S106 team had been assigned to other duties. Cllr Stewart had written twice to Simon Jupp MP about the matter, with no response to date. He also advised that at a recent DALC meeting it was clear that the S106 monies owed to the Town Council were likely the highest amount owed to any council in Devon. It was agreed that Cllr Stewart would write to the relevant Central Government department about this matter

20/07/34

FINANCIAL MATTERS

1. TO APPROVE THE JUNE 2020 COUNCIL SCHEDULE OF PAYMENTS

The June 2020 Schedule of Payments had been e-mailed to all councillors. It was **RESOLVED** to approve the Schedule of Payments in the sum of £19,525.02

2. TO APPROVE ALISON MARSHALL REMAINING AS THE COUNCIL`S INTERNAL AUDITOR FOR 2020/21

It was approved to accept Alison Marshall as the Council`s Internal Auditor for 2020/21 on the written terms and at the fee she had stated.

20/07/35

REPORT FROM THE MAYOR

The Mayor was pleased to report that the re-opening of the pubs in Ottery had not presented any problems, unlike many pubs in the country.

Mayor`s Initials.....

20/07/36

REPORT FROM THE CEO

The CEO had nothing to report other than Cllrs Harding and Giles had participated in a Zoom meeting `Doing What Matters` set up by Mike Brown (DCC Highways Officer). At the meeting, highway issues in the Parish had been discussed

20/07/37

TO RECEIVE CORRESPONDENCE FOR INFORMATION AND ANY LATE CORRESPONDENCE

There was none

20/07/38

TO NOTE ANY REPORTS PREVIOUSLY E-MAILED BY COUNCILLORS OF MEETINGS ATTENDED.

There were none

20/07/39

COUNCILLORS QUESTIONS ON COUNCILLORS BUSINESS

1. Cllr Stewart had noted that two new field gates had been erected on the field which was earmarked for the proposed new primary school. He questioned if there was a reason for the gates. However no information was forthcoming
2. Cllr Grainger questioned why two steel porta cabins had been installed in Sainsburys car park. It was believed they were there in connection with the new instore Argos
3. Cllr Copus reminded councillors about the Planning Cttee Meeting the following evening
4. The Mayor advised that the potholes at Tip Hill were now on DCC`s list of `Things to Do`. The Mayor had been in contact with DCC and Cllr Wright to get the matter progressed urgently.
5. The CEO in response to Cllr Stewart`s question, advised that the statutory process for Co-option would start again in respect of the additional Tipton St John seat vacated by Mrs Harding, once she had let EDDC know of Mrs Harding`s resignation
6. Cllr Grainger was keen to acquire an additional site in the town for allotments.. It was agreed that this be an item for the August agenda

The meeting ended at 8.53pm

SIGNATURE OF MAYOR	
DATE OF SIGNATURE	
DATE/VENUE OF NEXT MEETING	Monday 3 rd August 2020 at 7pm in the Council Chamber, The Old Convent, 8 Broad Street, Ottery St Mary

Mayor`s Initials.....