

12 MONTH ACTION PLAN 2018/19

OTTERY ST MARY TOWN COUNCIL

During the financial year 2018/19 Ottery St Mary Town Council will undertake the following actions:

- As a minimum to meet as a Full Council 12 times per year;
- To consider all planning applications which fall within, and impact upon, the Parish of Ottery St Mary;
- To operate an effective and efficient Committee system to deal with issues relating to Planning, Property and Land, Human Resource Management and Finance
- To maintain the areas of open space for which it is responsible
- To maintain and operate Ottery St Mary Cemetery;
- To maintain and operate Ottery St Mary Allotments;
- To maintain and operate the tennis courts
- To ensure that it properly and effectively performs its landlord responsibilities in respect of the Council's other properties
- To continuously review the effective use of all Council assets;
- To ensure the Town Council is represented on the various Committees/Groups within the Parish as requested, as well as on those of a wider Devon and national perspective;
- To continue to provide an up to date Council website detailing all the latest information regarding the workings of the Council;
- To represent the views of the parishioners of Ottery St Mary;
- To listen, investigate and respond to issues identified by the parishioners of Ottery St Mary and, if appropriate, to signpost to the correct person/organisation for resolution/further progression;
- To improve social and leisure facilities in Ottery St Mary;
- To achieve the wishes of the community on land use through the Neighbourhood Plan (when in final approved format);
- To boost prosperity and increase employment opportunities in Ottery St Mary;
- To market what Ottery St Mary has to offer to local people, businesses and visitors;
- To represent Ottery St Mary's interests through the development control process;

- To engage and communicate well with local people around key issues;
- To protect and enhance the civic heritage of the town and promote and develop the Council's assets for the benefit of the community;
- To work effectively with other organisations, building the community and increasing local resilience and sustainability;
- To improve the Town Council's internal organisation to achieve our aims;
- To work together well as a team of councillors and staff.

Outstanding Actions 2017/18 – Priority for 2018/19

- The Council's Cemetery (Higher Ridgeway) – Complete revised documentation to ensure compliancy with all statutory requirements, in particular the requirements of the Exclusive Rights of Burial
- Completion of the Neighbourhood Plan. Progress made – at emerging policy stage. Completion should be in 2018/19
- To progress the marking out of the parking bays at the front of the Council Offices which will require further negotiation with the adjoining landowner

Action Plan for 2018/19

Each year in the autumn Ottery St Mary Town Council ('the Council') starts to prepare its budget for the next financial year. This budget allows the Council to deliver their Action Plan for the year's activities. Details of this Action Plan are listed below.

New Actions 2018/19

- To undertake improvement works to the Old Town Hall – insulation and damp proofing works, redecoration and laying of new carpet and replacement of existing cupboards
- To proceed to completion of the lease of part of the Town Hall premises, between the Council and the Heritage Society (The matter is currently being progressed with solicitors. The completion of the lease is anticipated to be completed by 31st July 2018)
- To complete the sale of land at St Saviours
- To clear the remaining overgrown area at the Station
- To relocate one of the town noticeboards from outside the former Town Hall to the new library
- To set up a Property and Land Committee and disband the current working group
- To work in conjunction with the Information Centre to produce a regular newsletter

- To review all the current Council's policies and revise as necessary and also consider the introduction of new policies
- To ensure that all the safety checks and EPCs on the Council's properties are up to date
- To promote the annual Ottery Hill Climb (cycle event)
- To work more closely with the Council's volunteers in the Information Centre to ensure that the Centre is properly manned to deliver an efficient and effective service in order to promote the town
- To continue with litter pick events
- To consider and respond to consultations on issues specifically affecting the town now and in the future (particularly on the regeneration of the town)
- To work with the community and East Devon District Council regarding S106 monies available to the Town particularly with regard to the delivery of signage cabinets requested by the business community
- To consider and implement (if appropriate) the provision of an additional specially designed allotment plot for a disabled person
- To achieve Local Council Award Scheme Quality status

