



Ottery St Mary Town Council

Minutes of the **FINANCE COMMITTEE MEETING** of **OTTERY ST MARY TOWN COUNCIL** held on **FRIDAY 25TH JUNE 2021** at **3PM**. The meeting was held in the Council Chambers.

PRESENT: Councillor Stewart (**Chair**), Cllrs Lucas, Giles and Green, and the Deputy CEO

F21/06/01

TO RECEIVE APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Johns and Grainger

F21/06/02

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

No interests were declared.

F21/06/03

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.

F21/06/04

TO REVIEW THE TERMS OF REFERENCE OF THE FINANCE COMMITTEE AND CONFIRM MEMBERSHIP

The terms of reference were reviewed, and the quorum will be amended to 3 as agreed at the Full Town Council Meeting held on 4th May 2021. Membership was confirmed as Cllrs Stewart, Grainger, Giles, Lucas and Johns.

F21/06/05

TO APPROVE AND SIGN THE MINUTES OF THE FINANCE COMMITTEE MEETING OF 15TH DECEMBER 2020

The Minutes of the Finance Committee Meeting of 15th December 2020 were approved and signed as a true record of the meeting.

F21/06/06

SECTION 106:

Cllr Stewart gave an update regarding the difficulties that have been experienced since May 2019 trying to gain information from EDDC regarding how much money is due through Section 106 and when it is due. EDDC have said they will not discuss new projects until the existing ones are completed. Consultation has been held with children in the parish who identified that they wanted a play area to include bouncing and climbing.

a) Winters Lane Play Area

This land is owned by EDDC. It was **RECOMMENDED** to contact Dave Cook at EDDC for an update regarding the works at Winters Lane and to request this is completed urgently.

Chairman`s Initials.....

b) Land of Canaan

It was **RECOMMENDED** that LCC complete a procurement document for Section 106 projects at Land of Canaan. There are four projects at Land of Canaan which will be advertised as one large project, but consideration will be given to proposals to provide separate solutions. It was agreed that it would be nice to have uniformity between the four projects.

c) Strawberry Lane proposed MUGA

It was noted that £120,000 from Redrow houses must be spent on a sports pitch. The procurement document has been drawn up by Janine Gardner through LCC. The next stage will be to apply for planning permission. Lighting solutions will need to be considered.

d) Funding for Allotments

Potential plots of land are being identified for a second allotment garden as there are currently 15 people on the waiting list for an allotment. Money allocated to Open Spaces can be used to develop the allotment area.

e) Discuss future project ideas

It was suggested that once the current projects are underway consultation will be held with the community to gather ideas on future projects. The money could be used for a new skatepark and a new location but the existing skatepark would need to be closed to enable this to happen. It will also be checked whether this could be used to develop The Station as a community hub.

It was **RECOMMENDED** to write to EDDC to request a complete breakdown of where we are with Section 106 funding and what we are still expecting.

F21/06/07

TO CONSIDER THE INTRODUCTION OF SOFTWARE TO SIMPLIFY ADMIN PROCESSES, REDUCE WORKLOAD, AND PROVIDE A GREATER LEVEL OF REPORTING.

Cllrs Lucas, Stewart and Green are looking at software which will provide a greater level of reporting and reduce the amount of work carried out on Excel and Word. The solution will also include a booking system which can be used for the Station and the proposed MUGA.

F21/06/08

TO RECEIVE COUNCILLORS' QUESTIONS RELATING TO FINANCE

No questions were raised.

Meeting Ended 4.30 pm

SIGNATURE OF CHAIRMAN	
DATE OF SIGNATURE	

Chairman`s Initials.....