



Ottery St Mary Town Council

Minutes of the **ORDINARY MEETING OF OTTERY ST MARY TOWN COUNCIL** held on **MONDAY 9TH JANUARY 2023** at **7.00pm**. The meeting was held at the Council Offices, 8 Broad Street, OSM, EX11 1BZ

PRESENT: - Cllrs Johns (**Mayor**), Lucas (**Deputy Mayor**), Johnston, Green, Faithfull, Stewart, Grainger, Copus (from 7.55pm), DCC Cllr Bailey, Kerry Kennell (CEO and one member of the public).

23/01/01

TO RECEIVE APOLOGIES FOR ABSENCE

Cllr Pang and EDDC Cllr Geoff Pratt.

23/01/02

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	Agenda Item and Interest
Cllr Lucas	No interests declared.
Cllr Grainger	No interests declared.
Cllr Johnston	Agenda item 12 - personal interest declared as a friend of the parishioner.
Cllr Green	No interests declared.
Cllr Stewart	No interests declared. During the meeting Cllr Stewart declared a personal interest in Agenda item 22 as he has volunteered for Exeter Community Energy.
Cllr Johns	No interests declared.
Cllr Faithfull	No interests declared.
Cllr Copus	Agenda item 21 – personal interest as Cllr Copus is the Council representative on the Twinning Association.

23/01/03

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 none.

23/01/04

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

No items were raised.

23/01/05

REPORT FROM VISITING POLICE AND OPPORTUNITY FOR COUNCILLORS TO RAISE QUESTIONS

No members of the police were present and no report was sent. Cllr Lucas will establish information regarding funding pots for enhanced security around town which may be beneficial in areas such as the skatepark.

23/01/06

TO RECEIVE THE MINUTES OF THE MEETINGS OF THE TOWN COUNCIL OF 5TH DECEMBER 2022 (MINUTE REFS 22/12/01 – 22/12/25) AND TO APPROVE THE SIGNING OF THE MINUTES BY THE MAYOR AS A CORRECT RECORD

The minutes of 5th December 2022 (minute refs 22/12/01 – 22/12/25) were reviewed and signed by the Mayor as a true record of the meeting.

23/01/07

TO RECEIVE REPORTS FROM EDDC AND DCC COUNCILLORS

EDDC Cllr Faithfull - reported that a motion for EDDC to receive more money through the Local Government Association (LGA) had been raised by EDDC. ID may be required at the May elections although information regarding how this will operate has not been released yet. EDDC will be trialling a hybrid meeting.

EDDC Cllr Johns – reported that EDDC are looking to charge double Council tax for second home owners and for those with empty homes. All residents need to put forward their comments on the EDLP by midnight on 15th January. Work on the build out at Kings Reach has started.

DCC Cllr Bailey – advised that she is extremely disappointed by the decision of the Planning Inspectorate. It was AGREED that the Council will write to DCC to express their disappointment with the decision and to ask if there is anything that DCC can do to appeal the decision. A copy of the letter will be sent to the Straitgate Action Group. Tipton St John Primary School being included in the DfE school rebuilding program is very good news. Cllr Bailey has written to the Leader of EDDC and to the Portfolio Holder for Strategic Planning to identify a site. Cllr Bailey has also written to DCC Cllr Andrew Leadbetter to request that DCC will support the new school remaining in Tipton St John. This is a DfE project which involves DCC and the diocese. A site identified in the EDLP may be suitable for the school. It was AGREED that the Tipton St John Working Group will contact the Headteacher to see if they can offer any support. Cllr Bailey has written to DCC Cllr Hughes to ask that 20mph zone be prioritised in Ottery St Mary. It was AGREED that the Council will also write to DCC Cllr Hughes to make this request copying in Cllr Bailey. It was raised that there has been recent report of a pedestrian being injured by a speeding car. Cllr Bailey reminded the Council that the deadline for applications to her Locality Budget is 24th February.

23/01/08

TO CONSIDER A RESPONSE FROM THE COUNCIL REGARDING THE EAST DEVON LOCAL PLAN CONSULTATION

All Councillors were reminded that they can make their own comments regarding the proposals for Ottery St Mary and Tipton St John. It was **RESOLVED** that the Council will resubmit their previous comments to the proposed developments. The response will include a request that a proposed second site in Tipton St John is considered for a new school and that a site for the new school is identified within the village.

23/01/09

PLANNING COMMITTEE:

- a. **TO NOTE THE MINUTES OF THE PLANNING COMMITTEE MEETING OF 6TH DECEMBER 2022 (MINUTE REFS P22/12/01 - P22/12/10) AND 15TH DECEMBER 2022 (MINUTE REFS P22/12/11 - P22/12/20)**

The minutes of the Planning Committee meeting of 6th November 2022 (minute refs P22/12/01 – P22/12/10) and 15th December 2022 (minute refs P22/12/11 – P22/12/20) were noted.

- b. **TO CONSIDER AND DETERMINE OBSERVATIONS ON THE FOLLOWING PLANNING APPLICATION**

REFERENCE	APPLICANT	DETAILS
22/2151/LBC	RUPERT THISTLETHWAYTE CADHAY HOUSE CADHAY OTTERY ST MARY EX11 1QT	RENEWING ROOF ON WEST RANGE OF CADHAY HOUSE
The Council support this application. All voted in favour.		

Cllr Copus joined the meeting.

23/01/10

S106: UPDATE AND APPROVAL OF ANY RECOMMENDATIONS OR PERTINENT MATTERS (TO BE A REGULAR AGENDA ITEM)

Cllr Stewart advised that the planning application for the MUGA should be submitted to EDDC by the end of this week. The Council are currently waiting for a response from EDDC regarding the total of outstanding S106 funds and details of what is an acceptable S106 project. The Council requested that EDDC Cllrs Johns, Faithfull and Pratt write to EDDC to request that this information is released to the Council.

23/01/11

REGENERATION AND CLIMATE ACTION COMMITTEE

- a. **TO NOTE THE MINUTES OF THE REGENERATION AND CLIMATE ACTION COMMITTEE OF 4TH JANUARY 2023 (MINUTE REFS RCA23/01/01 – RCA23/01/11)**

The minutes of the Regeneration and Climate Action Committee meeting of 4th January 2023 (minute refs RCA23/01/01 – RCA23/01/11) were noted.

- b. **TO CONSIDER (AND APPROVE IF APPROPRIATE) RECOMMENDATIONS FROM THE COMMITTEE**

It was **RESOLVED** to approve the following recommendations:

- Following the decision of West Hill Parish Council that they wish to set up their own Neighbourhood Plan and not be part of a review with OSMTC of the existing plan that a request is made to EDDC to update the designated area to include just Ottery St Mary parish.
- To apply for initial £10,000 funding to start work on creating a new Neighbourhood Plan.
- To apply for a further £8,000 technical support funding when required.
- That a Neighbourhood Development Plan Steering Group will need to be reformed. This will be advertised throughout the parish explaining the difference between the Neighbourhood Plan and the EDLP asking interested parties to come forward.
- That £500.00 is used from the Regeneration and Climate Action budget to purchase two warning signs saying 'Pedestrians in the Road Ahead'. It was AGREED that EDDC Cllrs Faithfull and Johns will write to EDDC to ask whether these funds could come from the £591 S106 monies allocated to 'Town Centre improvement'.

23/01/12

TO CONSIDER REQUEST FROM A PARISHIONER REGARDING THE INSTALLATION OF A NEW HISTORICAL INFORMATION SIGN IN TIPTON ST JOHN

The Council support the project in principle but ownership of the land needs to be confirmed. As the Council will need to take ownership of the sign they would prefer it to be in keeping with the graphics and font used by the Tourism project. Cllr Johnston will update the parishioner.

23/01/13

CONFIRMATION OF DECISIONS MADE UNDER THE SCHEME OF DELEGATION

- Cllrs Johns, Lucas and Stewart - 2022-23 for the cleaning of the toilets in Ottery St Mary £2,795.83 + vat. (increase of £81.43)
- Cllrs Johns, Lucas and Stewart – for Cllr Pang to attend the NALC virtual training session "Social Isolation and Loneliness from the Local Council Perspective" at a cost of £32.44 plus VAT
- Cllrs Johns, Lucas and Stewart – to email Simon Jupp, MP to see whether he can offer any help/support regarding Coleridge Medical Centre

23/01/14

FINANCIAL MATTERS:

a. TO CONSIDER AND APPROVE THE DECEMBER 2022 COUNCIL SCHEDULE OF PAYMENTS

It was **RESOLVED** to approve the December 2022 Council Schedule of payments in the sum of £25,532.60.

b. TO CONSIDER AND APPROVE THE QUARTER 3 (SEPT-DEC 22) ACCOUNTS

This will be carried forward to the next meeting as the documents could not be opened by Councillors.

23/01/15

TO RECEIVE AN UPDATE REGARDING OFFERING A WARM SPACE DURING THE WINTER TO MEMBERS OF THE PARISH AND MAKE ANY DECISIONS RELATING TO THIS (IF APPROPRIATE)

A Warm Space is being offered at the Library and during January on a Thursday free tea/coffee and soup is being provided by the churches. On 26th January the warm space will be run from the Council offices. EDDC are also running a warm space on a Thursday from Yonder Close Community Centre. There was a lengthy discussion and it was **RESOLVED** that the CEO will contact EDDC to advise that if there is a group who are wishing to run a warm space they are welcome to use the Council offices. The local churches and community groups have already been approached making the same offer.

23/01/16

CHRISTMAS 2023:

- a. **TO CONSIDER REQUEST FROM THE LIBRARY TO BE INCLUDED IN THE CHRISTMAS LIGHTS FOR 2023/24**

It was **RESOLVED** that a price will be sought for lights in front of the library. This will be considered later this year.

- b. **TO APPROVE SPENDING UP TO £500 ON REPLACEMENT DECORATIONS FOR THE CHRISTMAS TREE IN FRONT OF THE LIBRARY FOLLOWING RECOMMENDATIONS FROM OTTER NURSERIES REGARDING THE NUMBER OF DECORATIONS REQUIRED**

It was **RESOLVED** that up to £500 will be spent on replacement decorations for the Christmas tree. *Cllrs Grainger and Copus abstained.* The decorations will be stored at the Council Offices. It was noted that Richard Coley has been involved in these discussions and is happy with the proposed decorations.

23/01/17

TOURISM WORKING GROUP: UPDATE AND APPROVAL OF ANY RECOMMENDATIONS OR PERTINENT MATTERS

Cllrs Lucas and Stewart attended an Imaginarium event in December. This event focussed on what could be achieved with the five towns working together outside of the tourism project.

23/01/18

TO CONSIDER AND APPROVE (IF APPROPRIATE) SHOP FRONT GRANT APPLICATIONS RECEIVED

It was **RESOLVED** that the following Shop Front Grants would be awarded:

Business	Amount awarded
Osteo & Physio Ottery	£250
Rabbit & Co	£500

23/01/19

TO CONSIDER AND APPROVE (IF APPROPRIATE) RESUBMITTING AN APPLICATION FOR A 20MPH ZONE IN OTTERY ST MARY

It was **RESOLVED** that an application for a 20mph zone in Ottery St Mary will be resubmitted.

23/01/20

TO CONSIDER AND MAKE A DECISION (IF APPROPRIATE) REGARDING COUNCILLOR VACANCY AND TO INVITE AN ADDITIONAL COUNCILLOR TO JOIN THE STATION HUB COMMITTEE

Thanks were noted for Sarah Martin and her contribution to the Council, particularly for her work on the Station Hub and on Climate Action. The councillor vacancy will not be advertised due to the proximity of the local elections. It was **RESOLVED** that Cllr Richard Grainger will join the Station Hub Committee.

23/01/21

TO RECEIVE AN UPDATE REGARDING THE TWINNING ASSOCIATION AND TO SEEK A VOLUNTEER CHAIRPERSON FOR THE SPECIAL MEETING BEING HELD ON 2 FEBRUARY TO DISCUSS 'THE FUTURE OF TWINNING IN OTTERY'

It was **RESOLVED** that Cllr Faithfull will Chair the special meeting being held by the Twinning Association.

23/01/22

TO CONSIDER AND MAKE A DECISION (IF APPROPRIATE) REGARDING REQUEST FROM EXETER COMMUNITY ENERGY FOR £600 FROM THE TOWN COUNCIL FOR 6 CLINICS TO PROVIDE ENERGY ADVICE AND SUPPORT CLINICS

It was felt this request should be considered under the Community Grants scheme. It was **RESOLVED** that an application form will be sent through to the applicant to enable due consideration of the request.

23/01/23

TO DISCUSS THE JANUARY OTTERY GAZETTE ARTICLE FROM COLERIDGE MEDICAL CENTRE AND TO CONSIDER WHETHER THERE IS ANYTHING THAT THE COUNCIL CAN DO TO SUPPORT THE MEDICAL CENTRE.

It was **RESOLVED** that the Council will write to Coleridge Medical Centre to advise that they have seen the article in the Ottery Gazette and to offer the assistance of the Council. This will be copied to the Ottery Healthcare Forum. It was noted that one of the roles of a Council is to improve the health and wellbeing of the residents of the parish.

23/01/24

TO CONSIDER REPORT FROM THE MAYOR

The Mayor had nothing to report.

23/01/25

REPORT FROM THE CEO

The CEO advised that Walk In Covid vaccines would be offered from the Council Offices on Friday 13th January. Citizens Advice will be holding fortnightly sessions from 17th January. There will be a Highways Surgery on 26th January and the Warm Space will also be run from the Council offices on the same day.

23/01/26

TO NOTE ANY SPECIFIC CORRESPONDENCE RECEIVED

Simon Jupp, MP sent a response from Iain Vosper of South West Water regarding the sewage releases into the River Otter. It was AGREED that Iain will be invited to the February Town Council meeting.

Correspondence has been received from Jay's Aim offering a free defibrillator to the parish and offering up to £200 towards installation costs. The defibrillator must be somewhere which is accessible to everyone including wheelchair users at all times. It was AGREED that this offer will be accepted. It was discussed whether there was a suitable location at Alfington but no suitable site could be identified. The CEO will approach EDDC and the Scouts to see whether a suitable location can be provided in Winters Lane.

23/01/27

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

There were none.

23/01/28

COUNCILLORS QUESTIONS ON COUNCILLORS' BUSINESS

Cllr Faithfull advised that the Council solicitors were using a previous contact address for the Ottery and District Skate and BMX Trust.

The meeting ended at 9.16pm.

SIGNATURE OF THE MAYOR	
DATE OF SIGNATURE	
DATE/VENUE OF NEXT MEETING	Monday 6 th February 2023 – Council Offices, 8 Broad Street