



Ottery St Mary Town Council

Minutes of the **ENVIRONMENT, LOCAL DEVELOPMENT AND COMMERCE COMMITTEE MEETING** of **OTTERY ST MARY TOWN COUNCIL** on **MONDAY 11TH SEPTEMBER 2023 at 5.00pm**. The meeting was held in the Meeting Room at the Council Offices, OSM EX11 1BZ.

PRESENT: Cllrs Green (Chair), Grainger (Mayor), Stewart (Deputy Mayor), Sneller, Williamson, Kerry Kennell, Clerk (from 5.40pm)

IN ATTENDANCE: Cllr Faithfull (EDDC & Town Councillor)

ELDC23/09/01

TO RECEIVE APOLOGIES

Cllr Lucas (Vice Chair)

ELDC23/09/02

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 Green	No interests declared.
Cllr Grainger	No interests declared.
Cllr Stewart	No interests declared.
Cllr Williamson	No interests declared.

ELDC23/09/03

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 are none.

ELDC23/09/04

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

No questions or comments were raised.

ELDC23/09/05

Chair`s Initials.....

TO RECEIVE THE MINUTES OF THE ENVIRONMENT, LOCAL DEVELOPMENT & COMMERCE COMMITTEE MEETING OF 1ST AUGUST 2023 (MINUTE REFS ELDC23/08/01 – ELDC23/08/15) AND TO APPROVE THE SIGNING OF THE MINUTES BY THE CHAIR AS A CORRECT RECORD

The minutes of the Environment, Local Development and Commerce Committee meeting of 1st August 2023 (minute refs ELDC23/08/01 - ELDC23/08/15) were reviewed and amended to show in ELDC23/08/02 the first Declaration of Interest related to Cllr Lucas and not Cllr Stewart. The minutes were then signed as a true record of the meeting.

ELDC23/09/06

TO RECEIVE AN UPDATE REGARDING QUOTATIONS TO PROGRESS WITH THE CREATION OF A NEW NEIGHBOURHOOD PLAN

West Hill Parish Council have written to confirm that they still wish to create their own Neighbourhood Plan and that they have submitted their application for a designation of their Neighbourhood Area to EDDC. It was **RECOMMENDED** that Ottery St Mary Town Council apply for the designation of a new Neighbourhood Area once the Clerk has spoken to EDDC.

ELDC23/09/07

TO RECEIVE UPDATE FOLLOWING MEETING WITH CALLIDUS, TO RECEIVE FINAL VERSION OF TRANSPORT AND PUBLIC REALM STUDY AND TO DISCUSS PHASE 2 MAKING DECISIONS (IF APPROPRIATE)

The final version of the Transport and Public Realm Study should be received later this week. A meeting will be arranged to work on the brief for a consultant to work alongside Callidus including work on the Neighbourhood Plan. It is **RECOMMENDED** that the long list includes 6.12 and 6.13 with the addition of transport issues outside of the two schools in the town, consideration of drop kerbs with reference to 6.22.

ELDC23/09/08

COAST & COUNTRY EAST DEVON PROJECT

a. TO RECEIVE AN UPDATE REGARDING THE NUMBER OF SIGN-UPS SO FAR

There has been no further update regarding the number of sign-ups.

b. TO RECEIVE AN UPDATE REGARDING THE PRODUCTION OF A TOWN MAP (AND MAKE DECISIONS IF APPROPRIATE)

A second copy of the draft map has been circulated to Councillors for their input. Concern was raised that the map looks very busy. There was also discussion about who should and should not be included on the map. The Clerk will set up a Teams call with the map creator.

c. TO RECEIVE QUOTATIONS FOR WINDOW STICKERS (AND MAKE DECISIONS IF APPROPRIATE)

It was **AGREED** that quotes will be obtained for the stickers to be produced in navy blue.

a. TO RECEIVE QUOTATIONS FOR WINDOW VINYLs (AND MAKE DECISIONS IF APPROPRIATE)

Cllr Lucas will provide measurements of a shopfront so quotations can be obtained as an indication of what the cost would be.

ELDC23/09/09

Chair`s Initials.....

TO APPROVE TERMS OF REFERENCE FOR THE OTTER TRAIL WORKING GROUP

The Terms of Reference for the Otter Trail Working Group were approved.

ELDC23/09/10

TO APPROVE TERMS OF REFERENCE FOR THE EMERGENCY PLAN WORKING GROUP

The Terms of Reference for the Emergency Plan Working Group were approved.

ELDC23/09/11

TO RECEIVE AN UPDATE REGARDING FOOTPATH 46

The Public Rights of Way Officer from DCC has no update. The Clerk has asked them to confirm whether any contact has been made with the landowner.

ELDC23/09/12

TO RECEIVE AN UPDATE FROM BLOOM IN OTTERY

There was no update except that progress is being made regarding opening a bank account.

ELDC23/09/13

ANY FURTHER RECOMMENDATIONS FROM MEMBERS

There were none.

ELDC23/09/14

TO RECEIVE COUNCILLORS' QUESTIONS

Cllr Stewart raised about Winter Planning for residents. Ottery Health Matters work with GPs and local groups, and the NHS work separately. It was AGREED this will be added to the next Full Council agenda. Cllr Stewart will ask Emily Lezzeri, Chief Officer at Ottery Help Scheme for a report.

The meeting ended at 6.25pm

SIGNATURE OF CHAIR	
DATE OF SIGNATURE	

Chair`s Initials.....