



# Ottery St Mary Town Council

Minutes of the **STRATEGY COMMITTEE MEETING** of **OTTERY ST MARY TOWN COUNCIL** on **TUESDAY 10<sup>TH</sup> OCTOBER 2023 at 5.00pm**. The meeting was held in the Meeting Room at the Council Offices, OSM EX11 1BZ.

**PRESENT:** Cllrs Green (Vice Chair), Sneller, Cllr Grainger (Mayor), Cllr Stewart (Deputy Mayor) and Kerry Kennell, Clerk

The meeting was chaired by Cllr Green.

*S23/10/01*

**TO RECEIVE APOLOGIES**

Cllrs Lucas (Chair)

*S23/10/02*

**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**

<b>Name of Councillor</b>	<b>Agenda Item and Interest</b>
Cllr Stewart	Agenda item 6 – Cllr Stewart declared a personal interest as an employee of Citizens Advice who use the Council Offices once a week for a drop-in session.
Cllr Sneller	No interests declared.
Cllr Dean	No interests declared.
Cllr Grainger	Agenda item 6 – Cllr Grainger declared a personal interest as an allotment holder.

*S23/10/03*

**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**

It was **RESOLVED** that Agenda item 6: To consider the current property portfolio in relation to the Council Offices, Station Hub and Museum and will be discussed in Confidential Session.

*S23/10/04*

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

Chair`s Initials.....

There were none.

*S23/10/05*

**TO RECEIVE THE STRATEGY COMMITTEE MEETING MINUTES OF 15<sup>TH</sup> AUGUST 2023 (MINUTE REFS S32/08/01 – S23/08/12) AND TO APPROVE THE SIGNING OF THE MINUTES BY THE CHAIR AS A CORRECT RECORD**

The Strategy Committee meeting minutes of 15<sup>th</sup> August 2023 (minute refs S23/08/01 – S23/08/12) were reviewed and were signed by the Chair as a true record of the meeting. The Confidential Appendix 1 minutes were also signed.

*S23/10/06*

**TO CONSIDER THE CURRENT PROPERTY PORTFOLIO: COUNCIL OFFICES; STATION COMMUNITY HUB; MUSEUM; LIBRARY; STRAWBERRY LANE; HIGHER RIDGEWAY CEMETERY; ALLOTMENTS; WINTERS LANE TENNIS COURTS; 12 PARKING SPACES VICTORIA TERRACE IDENTIFYING POTENTIAL ISSUES AND CONCERNS**

**Council Offices** – to be discussed in Confidential Session.

**Station Community Hub** – to be discussed in Confidential Session.

**Museum** – to be discussed in Confidential Session.

**Library** – no issues. It was AGREED that water butts around the town will be put on the Operations agenda.

**Strawberry Lane** – David Hemstock is currently working on the tender specification for the MUGA with a provisional target date of Spring 2024. Communication will need to take place with all interested parties once indicative prices have been received.

**Skatepark** – It was AGREED that Cllrs Grainger and Stewart will meet with someone from EDDC planning regarding the proposed access route. Work can be carried out to cut back the trees but funding will need to be secured for this project. A further meeting will need to be arranged with The King's School. Prices for CCTV need to be obtained. It was noted Cllr Johns is looking into CCTV in town.

**Highway Ridgeway Cemetery** – no issues.

**Allotments** – no issues.

**Winters Lane Tennis Court** – no issues.

**Victoria Terrace Parking Spaces** – no issues.

*S23/10/07*

**TO CREATE A DRAFT STRATEGIC PLAN FOR THE COUNCIL UNTIL MAY 2027 TAKING INTO CONSIDERATION THE CURRENT PROJECT LIST**

There was a lengthy discussion regarding the strategic plan, the lack of progress with projects, using project management tools and the lack of Councillor involvement. It was suggested that a Project Manager should be engaged to progress the projects but the Clerk did not feel the Council are at the point to consider that. It was AGREED that Cllr Stewart will write a report on the approximate costs involved with each project which will be shared at the Finance Meeting. This information can then be used to help prioritise the projects, choose appropriate timescales for project completion and decide what needs to be included in the budget for 2024/25 and beyond. It was AGREED that there needs to be engagement with the parish regarding the prioritisation of larger projects and whether they are supported by a majority of the community.

Chair`s Initials.....

S23/10/08

**ANY FURTHER RECOMMENDATIONS FROM MEMBERS**

There were none.

S23/10/09

**RECEIVE COUNCILLORS' QUESTIONS**

There were none.

*Under s.1 (2) of the Public Bodies (Admission to Meetings) Act 1960, the council resolved to exclude the press and public from the meeting since publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.*

S23/10/10

Council Offices – It was acknowledged that the Council has a duty of care to employees and tenants. It was RESOLVED that the Council should continue investigate getting maximum revenue generation from the building.

Station Hub – the Clerk will check with NASH whether the section of the feasibility report regarding future income potential.

Museum – It was AGREED that quotes will be obtained for the pointing works to be considered by the Operations Committee. It was RESOLVED that a commercial valuation of the Museum will be obtained.

The meeting ended at 6.30pm

Date of next meeting: 12<sup>th</sup> December 2023

<b>SIGNATURE OF CHAIR</b>	
<b>DATE OF SIGNATURE</b>	

Chair`s Initials.....