



## Ottery St Mary Town Council

Minutes of the **ORDINARY MEETING OF OTTERY ST MARY TOWN COUNCIL** held on **MONDAY 6<sup>TH</sup> NOVEMBER 2023** at **7.00pm**. The meeting was held in the Council Offices, 8 Broad Street, Ottery St Mary.

**PRESENT:** - Cllrs Grainger (Mayor), Stewart (Deputy Mayor), Johns, Lucas, Green, Sneller, Williamson, Aherne, Faithfull, Kerry Kennell (Clerk), DCC Cllr Bailey and 5 members of the public

23/11/01

### **TO RECEIVE APOLOGIES FOR ABSENCE**

Cllr Copus and EDDC Cllr Collins

23/11/02

### **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 Green	No interests declared.
Cllr Sneller	Agenda item 12b – Cllr Sneller declared a personal interest as founding member of Bloom in Ottery.
Cllr Williamson	No interests declared.
Cllr Faithfull	Agenda item 13 – Cllr Faithfull advised that he does not have a personal or pecuniary interest but there is a potential or perceived bias.
Cllr Lucas	No interests declared.
Cllr Aherne	No interests declared.
Cllr Johns	Agenda item 16 – Cllr Johns declared a personal interest as her husband, Rob Johns, is the Chair of Ottery St Mary Cricket Club.
Cllr Stewart	Agenda item 18 – Cllr Stewart declared a personal interest as Cllr Stewart works for Citizens Advice who are the ombudsman for the Post Office.
Cllr Grainger	No interests declared. During the meeting Cllr Grainger declared a

Chair's initials \_\_\_\_\_

	pecuniary interest in Agenda item 12b as a joint allotment holder.
--	--

23/11/03

**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 10b - That consideration is given to grant applications from Tipton Times and Tale Valley Trust will be discussed in Confidential Session.

23/11/04

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

A member of the public spoke about the aspirations to create an Otter Trail cycle path from Feniton to Sidmouth. A recent questionnaire was completed by over 400 people and the results have previously been shared with the Council. The group have met with Simon Jupp, MP and Richard Foord, MP and intend to focus on the stretch from The Bowd Inn to Tipton St John. A feasibility study was carried out 10 years ago but costs have increased considerably since then so up to date costs will be obtained for this stretch.

23/11/05

**TO RECEIVE THE MINUTES OF THE MEETINGS OF THE TOWN COUNCIL OF 2<sup>ND</sup> OCTOBER 2023 (MINUTE REFS 23/10/01 – 23/10/31) AND TO APPROVE THE SIGNING OF THE MINUTES BY THE MAYOR AS A CORRECT RECORD**

The minutes of 2<sup>nd</sup> October 2023 (minute refs 23/10/01 – 23/10/31) were reviewed and then signed by the Mayor as a true record of the meeting.

23/11/06

**REPORT FROM VISITING POLICE AND OPPORTUNITY FOR COUNCILLORS TO RAISE QUESTIONS**

PCSO Simms attended the meeting. The Tar Barrels event ran smoothly. PCSO Simms has held two positive meetings with Councillors regarding engaging with the youth in town about what they would like to see and also in relation to additional CCTV within the town. An additional Police Constable will be joining the team later this month. The Police are working alongside local speed watch groups to support their work. It was noted that rural crime is increasing.

*It was AGREED to bring Agenda Item 22 forward.*

23/11/07

**TO RECEIVE AN UPDATE REGARDING THE OTTERY ST MARY TWINNING ASSOCIATION AND TO MAKE DECISIONS (IF APPROPRIATE)**

Mark Rix from the Ottery St Mary Twinning Association provided an update. At a recent extraordinary meeting they elected a dissolution committee. It was noted that there have not been enough new members to keep things going. A meeting will be held shortly to decide what to do with the remaining funds and this will be publicised. A grant of £750 will

Chair's initials \_\_\_\_\_

be returned to the Town Council. The Council expressed their thanks to everyone involved.

*It was AGREED to bring Agenda item 8 forward.*

23/11/08

**PLANNING COMMITTEE:**

**a. TO NOTE THE MINUTES OF THE PLANNING COMMITTEE MEETING OF 9TH OCTOBER 2023 (MINUTE REFS P23/10/01 - P23/10/10)**

The minutes of the Planning Committee meeting of 9<sup>th</sup> October 2023 (minute refs P23/10/01 – P23/10/10) were noted. A member of the public highlighted that the Council had agreed in relation to application 23/1943/LBC that the planning application had not been correctly advertised, although that had not been included in the Council’s response to EDDC. It was AGREED that EDDC will be advised that the Council did not feel the application 23/1943/LBC had been correctly advertised and that an amendment should be made to the Planning Minutes to this effect before they are signed.

23/11/09

**TO RECEIVE REPORTS FROM EDDC AND DCC COUNCILLORS**

**DCC Cllr Bailey** spoke about the Section 19 flood report into the floods on 9<sup>th</sup> May 2023 which had been shared with Councillors. The Local Environment Agency are applying for funding to support natural land management. Cllr Green and the Clerk attended an initial meeting with Cllr Bailey and other interested parties regarding the 20mph zone which will be roughly the area that the Council applied for. The Council will be a consultee and it is hoped the consultation period will run from December. Cllr Bailey reiterated that application 22/1973/MOUT had been turned down by EDDC. Cllr Bailey is still waiting for a response to her Freedom of Information request regarding communication between Highways and the applicant in relation to this application. Cllr Bailey noted the amazing turn out of over 70 residents at the EDDC Planning Committee meeting. Cllr Bailey will be attending a DCC Health Scrutiny Meeting later this week. The Mayor thanked Cllr Bailey for her work on behalf of the parish.

**EDDC Cllr Johns** sent a written report.

**EDDC Cllr Faithfull** has attended two Strategic Planning meetings.

**EDDC Cllr Collins** did not send a report.

23/11/10

**STRATEGY COMMITTEE**

**a. TO NOTE THE MINUTES OF THE STRATEGY COMMITTEE MEETING OF 10<sup>TH</sup> OCTOBER 2023 (MINUTE REFS S23/10/01 - S23/10/10)**

The minutes of the Strategy Committee Meeting of 10<sup>th</sup> October 2023 (minute refs S23/10/01 – S23/10/10) were noted.

23/11/11

**FINANCE COMMITTEE**

**a. TO NOTE THE MINUTES OF THE FINANCE COMMITTEE MEETING OF 16<sup>TH</sup> OCTOBER 2023 (MINUTE REFS F23/10/01 – F23/10/11)**

The minutes of the Finance Committee meeting of 16<sup>th</sup> October 2023 (minute refs 23/10/01 – 23/10/11) were noted.

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

Chair’s initials \_\_\_\_\_

*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.*

- **THAT CONSIDERATION IS GIVEN TO GRANT APPLICATIONS FROM TIPTON TIMES AND TALE VALLEY TRUST**

<b>Organisation</b>	<b>Amount requested</b>	<b>Recommendation</b>
Tipton Times	£205.00	It was <b>RESOLVED</b> that the grant application is not approved. The Council recognise the importance of the Tipton Times. It was <b>AGREED</b> the Clerk will write to the Tipton Times with suggestion regarding their constitution.
Tale Valley Trust	£250.00	It was <b>RESOLVED</b> that the grant application is not approved. The Finance Committee recognise the important work carried out by the trust. The Clerk will write to offer a pair of waders to the trust which are currently in the Council cellar.

*The Confidential Session ended.*

- **THAT THE RESERVES POLICY AND PROCUREMENT POLICY ARE APPROVED BY THE FULL COUNCIL.**

The Reserves Policy and Procurement Policy were **APPROVED** by the Council.

- **THAT SAVINGS ACCOUNTS ARE INVESTIGATED TO REDUCE THE RISK OF EXPOSURE TO THE COUNCIL BY SPREADING THE RISK OF HAVING THEIR CURRENT ACCOUNT AND SAVINGS ACCOUNT WITH THE SAME BANK.**

It was **RESOLVED** that the Clerk will investigate savings accounts which are available to the Council and will feedback her findings to the next Finance Meeting.

- **THAT AN ADDITIONAL COUNCILLOR IS ASKED TO JOIN THE FINANCE COMMITTEE.**

It was **RESOLVED** that Cllr Aherne will join the Finance Committee.

23/11/12

**ENVIRONMENT, LOCAL DEVELOPMENT AND COMMERCE COMMITTEE (ELDC):**

- TO NOTE THE MINUTES OF THE ELDC COMMITTEE MEETING OF 23<sup>RD</sup> OCTOBER 2023 (MINUTE REFS EDLC23/10/01 – EDLC23/10/16)**

The minutes of the ELDC Committee meeting of 23<sup>rd</sup> October 2023 (minute refs 23/10/01 – 23/10/16) were noted.

Chair's initials \_\_\_\_\_

23/11/13

**OPERATIONS COMMITTEE:**

- a. **TO NOTE THE MINUTES OF THE OPERATIONS COMMITTEE OF 31<sup>ST</sup> OCTOBER 2023 (MINUTE REFS O23/10/01 – O23/10/23)**

The minutes of the Operations Committee meeting of 31<sup>st</sup> October 2023 (minute refs O23/10/01 – O23/10/23) were noted.

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

*Cllr Grainger left the meeting.*

- **THAT THE ALLOTMENT ANNUAL RENTAL IS INCREASED BY THE GOVERNMENTS OFFICIAL CONSUMER PRICE INFLATION RATE THE COST OF INFLATION FROM APRIL 2025. THIS WOULD BE ADDED TO THE ALLOTMENT RULES AND REGULATIONS IN MARCH 2024.**

It was **RESOLVED** that the Allotment Annual Rental is increased by the Government official consumer price inflation rate the cost of inflation from April 2025. This will be added to the Allotment Rules and Regulations in March 2024.

*Cllr Sneller left the meeting.*

- **THAT IN PRINCIPLE THE COUNCIL SUPPORT INSTALLING A COMPOST TOILET AT THE ALLOTMENTS UP TO A MAXIMUM VALUE OF £4,000 AND THAT THIS IS INCLUDED IN THE BUDGET FOR 2024/25.**

It was **RESOLVED** that in principle the Council support installing a compost toilet at the allotments up to a maximum value of £4,000 and that this is included in the budget for 2024/25.

*Cllr Grainger joined the meeting.*

- **THAT THE COUNCIL GIVES PERMISSION FOR BLOOM IN OTTERY TO INSTALL WATER BUTTS AT THE STATION AND THE LIBRARY ON THE UNDERSTANDING THAT THE WATER BUTTS REMAIN UNDER THE OWNERSHIP OF BLOOM IN OTTERY AND THAT THEIR PUBLIC LIABILITY INSURANCE IS PROVIDED TO THE COUNCIL.**
- It was **RESOLVED** that the Council gives permission for Bloom in Ottery to install water butts at the Station and the Library on the understanding that the water butts remain under the ownership of Bloom in Ottery and that their public liability insurance is provided to the council.

*Cllr Sneller joined the meeting. Cllr Faithfull left the meeting.*

23/11/14

**TO RECEIVE AN UPDATE FROM THE CLAREMONT FIELD OPEN SPACE WORKING GROUP AND MAKE DECISIONS IF APPROPRIATE**

Cllr Johns provided an update that at a recent meeting 10 residents had agreed to further investigate setting up a residents management group. This prompted a wider discussion about the need for the Council to have a coherent strategy for dealing with requests to take on open spaces. It was **AGREED** that a consistent approach is vital when dealing with land acquisition and should involve some form of consultation with the parish. This is something that will be considered in more detail at the next Strategy meeting.

*Cllr Faithfull joined the meeting.*

23/11/15

**CONFIRMATION OF DECISIONS MADE UNDER THE SCHEME OF DELEGATION**

- **CLLRS GRAINGER, STEWART AND LUCAS AGREED FOR THE COUNCIL'S SOLICITOR TO EXPRESS THE COUNCIL'S INTEREST IN THE RELEVANT**

Chair's initials \_\_\_\_\_

**LAND (WITH APPROPRIATE EASEMENTS) FROM THE OFFICIAL RECEIVER IN RELATION TO THE FIVE PARKING SPACES IN FRONT OF THE COUNCIL OFFICES.**

- **CLLRS GRAINGER, STEWART AND LUCAS AGREED TO PROCEED WITH THE MUGA TENDER SPECIFICATION BY DAVID HEMSTOCK AT A COST OF £3,500.**
- **CLLRS GRAINGER, STEWART AND LUCAS AGREED FOR THE COUNCIL TO JOIN THE RURAL MARKET TOWNS GROUP ON A SIX-MONTH FREE TRIAL**

The decisions above were noted.

23/11/16

**FINANCIAL MATTERS:**

- a. TO CONSIDER AND APPROVE THE OCTOBER 2023 COUNCIL SCHEDULE OF PAYMENTS**

It was **RESOLVED** to approve the October 2023 Council schedule of payments in the sum of £.

- b. TO NOTE THE QUARTER 2 ACCOUNTS (JULY TO SEPTEMBER 23)**

The Quarter 2 accounts (July to September 23) were noted.

23/11/17

**TO RECEIVE AN UPDATE REGARDING THE MUGA AT STRAWBERRY LANE AND MAKE DECISIONS IF APPROPRIATE REGARDING BEST WAY TO PROGRESS THE PROJECT INCLUDING CONSIDERATION OF SETTING UP A WORKING GROUP AND IF APPROPRIATE, AGREEING TERMS OF REFERENCE**

David Hemstock is progressing with the tender specification. The Council is currently identifying which sports carry funding streams which could work alongside netball and tennis. Cllr Green has met with LED to discuss their capacity and possible options. Once the specification has been agreed by the Full Council a working group will be set up to progress the implementation of the MUGA in line with the specification.

23/11/18

**TO CONSIDER AND MAKE DECISIONS IF APPROPRIATE REGARDING WINTER PLANNING FOR RESIDENTS OF THE PARISH**

It was noted that the Library will be providing a warm space again this year. Cllrs Lucas and Stewart will attend the next Ottery Health Forum meeting. If Cllr Lucas is unavailable the Mayor offered to attend in his place. The Council recognise the importance of attending these meetings.

23/11/19

**TO RECEIVE AN UPDATE ABOUT THE POST OFFICE SERVICES AVAILABLE IN TOWN AND THE POSSIBILITY OF A BANKING HUB BEING OPENED IN OTTERY ST MARY**

Concern continues to be raised regarding the Post Office services available although it was noted that the Post Office are now supporting staff training. Cllr Johns in her EDDC capacity is continuing to liaise with LINK regarding the possibility of opening a banking hub in the town. Concern was raised regarding the commercial decision by One Stop not to provide pre-payment for British Gas which causes residents to go out of town. It was **AGREED** that the Council will gather some information regarding current opinion on the

Chair's initials \_\_\_\_\_

service provided by the Post Office and the service provided by the three ATM machines in town to strengthen their discussions with the Post Office and LINK.

23/11/20

**TO RECEIVE AN UPDATE FROM THE EVENTS WORKING GROUP REGARDING CHRISTMAS LATE NIGHT EVENT**

The Festive Cheer event will be taking place on Friday 24<sup>th</sup> November. All Councillors are encouraged to attend. The Christmas lights are currently being put up throughout the town centre.

23/11/21

**TO RECEIVE AN UPDATE FOLLOWING THE CODE OF CONDUCT TRAINING AND TO AGREE NEXT STEPS**

Cllrs Grainger, Johns, Lucas, Green, Faithfull and the Clerk attended the recent Code of Conduct training. All remaining Councillors are encouraged to join the next training session. It was **AGREED** that the Code of Conduct will be an agenda item at the December meeting.

23/11/22

**TO REVIEW AND CONFIRM COMMITTEE MEMBERSHIP, ELECTING NEW COMMITTEE MEMBERS WHERE APPROPRIATE.**

It was **RESOLVED** that Cllr Vicky Johns will join the Strategy Committee. It was **RESOLVED** that Cllr Matt Williamson will join the Planning Committee.

23/11/23

**TO CONSIDER PURCHASING A SIGN FOR HARRYBARRY LANE**

It was **AGREED** that the Council will request that EDDC provide a sign for Harrybarry Lane.

23/11/24

**TO AGREE THE NEXT STEPS REGARDING THE PHONE BOX AT SPRING GARDENS**

It was **AGREED** that the Clerk will obtain three quotes to renovate the phone box.

23/11/25

**TO CONSIDER APPROACHING COLERIDGE MEDICAL CENTRE REGARDING DELAYS IN SEEING PATIENTS**

It was **AGREED** that the Clerk will contact Simon Jupp, MP to ask for an update to the meeting that Councillors had with him last year.

It was **AGREED** that the Clerk will contact Sue Stokes, Practice Manager at the Coleridge Medical Centre to see whether there is anything that the Council can do to help or assist.

23/11/26

**TO CONSIDER FORMALLY APPLYING FOR THE PATH AT SLADE ROAD TO BECOME A PUBLIC RIGHT OF WAY**

It was **RESOLVED** that the Council will formally apply for the path at Slade Road to become a Public Right of Way.

23/11/27

**REPORT FROM THE MAYOR**

The Mayor had sent a written report.

Chair's initials \_\_\_\_\_

23/11/28

**REPORT FROM THE TOWN CLERK**

The Clerk advised that the Councillor vacancy is being advertised by EDDC.

23/11/29

**TO NOTE ANY SPECIFIC CORRESPONDENCE RECEIVED**

It was noted that information has been received regarding the Feniton Flood Scheme. A resident has highlighted cars have been going the wrong way up Silver Street and the need for improved signage. This will be reported to Mike Brown.

Thanks were given to Cllrs Williamson and Johns for providing residents with sandbags before Storm Ciarán.

Correspondence has been received from several people interested in improving the Skate park and an informal meeting will be arranged shortly.

23/11/30

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

There were none.

23/11/31

**COUNCILLORS QUESTIONS ON COUNCILLORS' BUSINESS**

It was AGREED that Cllr Lucas will be attending the EDDC stakeholder meeting on 20<sup>th</sup> November.

Cllr Williamson asked if there was an update regarding World Otter Day which there currently is not. Cllr Williamson would like to discuss footpaths in the parish but Cllr Copus was not present.

It was AGREED that DCC will be asked to clean the variable speed sign at Chineway Hill before Kennaway Road.

The meeting ended at 21.48pm.

<b>SIGNATURE OF THE MAYOR</b>	
<b>DATE OF SIGNATURE</b>	
<b>DATE/VENUE OF NEXT MEETING</b>	Monday 4 <sup>th</sup> December 2023 – Council Offices, Ottery St Mary

Chair's initials \_\_\_\_\_