



Ottery St Mary Town Council

Minutes of the **ENVIRONMENT, LOCAL DEVELOPMENT AND COMMERCE COMMITTEE MEETING** of **OTTERY ST MARY TOWN COUNCIL** on **MONDAY 23RD OCTOBER 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 and Kerry Kennell, Clerk

IN ATTENDANCE: Joe Williams, John Waddingham, Nicholas Ingham (Honiton Town Councillor) and Peter Faithfull (EDDC & Town Councillor)

ELDC23/10/01

TO RECEIVE APOLOGIES

Cllr Lucas (Vice Chair)

ELDC23/10/02

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

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.
Cllr Sneller	Agenda item 13 - Personal interest as a founding member of Bloom in Ottery and a furniture maker.

ELDC23/10/03

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

There are none.

ELDC23/10/04

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.

Chair`s Initials.....

ELDC23/10/05

TO RECEIVE THE MINUTES OF THE ENVIRONMENT, LOCAL DEVELOPMENT & COMMERCE COMMITTEE MEETING OF 11TH SEPTEMBER 2023 (MINUTE REFS ELDC23/09/01 – ELDC23/09/16 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 11th September 2023 (minute refs *ELDC23/09/01 - ELDC23/09/16*) were reviewed and signed as a true record of the meeting.

ELDC23/10/06

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

A 6-week consultation is taking place for West Hill Parish to be designated as a 'Neighbourhood Area' for neighbourhood planning purposes. The closing date is 30 October. Assuming that this is approved by EDDC there will be no need for Ottery St Mary to register a revised designated area as it will automatically change to the current area minus West Hill Parish.

ELDC23/10/07

TO AGREE A QUICK WINS PROJECT LIST AND TO FORMALISE PROJECT BRIEF FOR A CONSULTANT TO WORK ALONGSIDE CALLIDUS ON THE TRANSPORT STUDY AND REGENERATION PROJECTS FOR THE PARISH

It was **RESOLVED** to accept the quick wins project list and to formalise the project brief for a consultant to work alongside Callidus on the Transport Study and Regeneration Projects for the parish. See Appendix 1.

ELDC23/10/08

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 meeting has taken place with the map designer and the possibility of having a different map for the larger town map was discussed. Confirmation of the Blue Plaques has been provided. The Council has requested information on dog walking routes, accessible routes, circular routes etc. It was noted that the map needs to be in place by early next year.

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

It was **AGREED** that this will be put on hold.

- d. **TO RECEIVE QUOTATIONS FOR WINDOW VINYL (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.

Cllr Green attended a steering group meeting where Ignyte and Sidmouth Town Council are working on a proposal for the finances of the project moving forward. Ignyte provided some analytics. It was suggested that the focus may not be on Ottery. It was reiterated that Sidmouth are the lead partner. The Council will need to speak to the businesses who have signed up to see what their viewpoint of the

Chair`s Initials.....

project is. Concern was raised that Sidmouth are capitalising on visitors to Sidmouth visiting the surrounding area. Cllr Green confirmed the original project brief was to represent East Devon in a more joined up way. The initial 'Visit Sidmouth' project took two years to get the project going. The website has now been updated to the individual town and references to Sidmouth have now gone. It was questioned what will be handed over to the Council at the end of the project and whether the Council will be given 'Visit Ottery' website access? It was noted that these discussions will need to take place before a decision can be made regarding the next steps of the project.

ELDC23/10/09

REVIEW OF STREET FURNITURE AND SIGNAGE

This has been included in the Quick Wins project brief – see Appendix 1.

ELDC23/10/10

CONSIDERATION OF A SAFE WALKING ROUTE BETWEEN OTTERY AND OTTER GARDEN CENTRE.

This has been included in the Quick Wins project brief to look at how safety for walkers can be improved.

ELDC23/10/11

TO RECEIVE AN UPDATE FROM THE EMERGENCY PLAN WORKING GROUP

Cllr Williamson provided an update. West Hill Parish Council are returning their reflective jackets and will confirm whether they want the second emergency box currently located in the cellar. An additional volunteer has been in touch to join the team which would bring it up to 5 members. Cllr Williamson is taking part in a radio interview on 17th December. Additional volunteers are still required from across the parish. The Mayor gave his thanks to Cllr Williamson for taking on this project. It was noted that the Emergency Plan covers all emergency situations throughout the parish, not just flooding.

ELDC23/10/12

TO RECEIVE AN UPDATE REGARDING FOOTPATH 46

The Public Rights of Way Officer from DCC has not provided an update despite the Clerk asking them to confirm whether any contact has been made with the landowner. It was AGREED that the Council will contact the landowner by 1st December if an update has not been received by then.

Cllr Williamson left the meeting.

ELDC23/10/13

TO RECEIVE AN UPDATE FROM BLOOM IN OTTERY

Bloom in Ottery have been donated water butts to create water towers. Bloom in Ottery will be making a request to the landowners regarding suitable locations for this to be situated. There was a tidy up at the Fire Station, Library and Museum. New planters still need to go in at Mill Street.

ELDC23/10/14

TO CONSIDER ANY BUDGET REQUIREMENTS FOR PROJECTS FOR 2024/25 INCLUDING COAST & COUNTRY PROJECT, REGENERATION AND

Chair`s Initials.....

TRANSPORT STUDY, NEIGHBOURHOOD PLAN, CREATION OF AN OTTER TRAIL AROUND THE TOWN AND EMERGENCY PLAN

There was a brief discussion regarding potential budget requirements for 2024/25. It was AGREED that ongoing project timescales need to be clarified to confirm what can be completed in the forthcoming financial year to enable accurate budgeting.

ELDC23/10/15

ANY FURTHER RECOMMENDATIONS FROM MEMBERS

Joe Williams raised that the Climate Emergency is no longer a regular agenda item and it feels like it is losing its priority despite the Council declaring a Climate Emergency.

There was a brief discussion regarding the river bank by the Old Factory which the developers are trying to pass on to the Residents Association. It was AGREED that the Council needs to have a consistent approach to taking on open spaces. It was AGREED the Clerk will contact the Council's insurers regarding the impact of taking on open spaces, particularly those next to a river.

ELDC23/10/16

TO RECEIVE COUNCILLORS' QUESTIONS

There were none.

The meeting ended at 6.25pm

SIGNATURE OF CHAIR	
DATE OF SIGNATURE	

Chair`s Initials.....