



Ottery St Mary Town Council

Minutes of the **ENVIRONMENT, LOCAL DEVELOPMENT AND COMMERCE COMMITTEE MEETING** of **OTTERY ST MARY TOWN COUNCIL** on **MONDAY 19TH FEBRUARY 2024 at 5.00pm**. The meeting was held in the Meeting Room at the Council Offices, OSM EX11 1BZ.

PRESENT: Cllrs Green (Chair), Lucas (Vice Chair), Grainger (Mayor), Stewart, Williamson and Kerry Kennell, Clerk

IN ATTENDANCE: Emma Grainger, Joe Williams, Cllr Faithfull (Town and EDDC Councillor but not a member of this committee)

ELDC24/02/01

TO RECEIVE APOLOGIES

Cllrs Stewart (Deputy Mayor), Sneller and Elli Pang

ELDC24/02/02

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

Emma Grainger declared that she is a member of Bloom in Ottery.

ELDC24/02/03

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.

ELDC24/02/04

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

There were none.

Chair`s Initials.....

ELDC24/02/05

TO RECEIVE THE MINUTES OF THE ENVIRONMENT, LOCAL DEVELOPMENT & COMMERCE COMMITTEE MEETING OF 22ND JANUARY 2024 (MINUTE REFS ELDC24/01/01 – ELDC24/01/14 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 22nd January 2024 (minute refs *ELDC24/01/01 - ELDC24/01/14*) were reviewed and signed as a true record of the meeting.

ELDC24/02/06

TO RECEIVE AN UPDATE REGARDING THE QUICK WINS TENDER BRIEF

The Council has appointed LHC Design to complete the Quick Wins project. An initial meeting will be held shortly and a further meeting will then be arranged with Callidus.

ELDC24/02/07

COAST & COUNTRY EAST DEVON PROJECT

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

The sign-ups remain at 13. A meeting was held at Otter Garden Centre. Otter Garden Centre would have liked to be included in the initial promotional video. This could be updated at a cost of £700.00. It has been asked whether Ignyte will pay half of the costs. It was **RECOMMENDED** that the video is updated to include Otter Garden Centre.

b. TO RECEIVE AN UPDATE REGARDING THE VISIT TO BUSINESSES FROM IGNYTE

It is anticipated that several more businesses will sign up shortly. The Council will benefit from any new sign ups and will receive 50% of the sign-up fees which can be used to further the project. The Mayor expressed his thanks to Cllr Stewart and Cllr Lucas for their work to promote the town. It was **RECOMMENDED** that the Shop front grant scheme is run again.

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

The final version of the Town Map was approved.

d. TO REVIEW THE CONTENT OF THE PARISH GUIDE

The draft version of the Parish Guide will be circulated to the Committee once it has been updated by Ignyte.

e. TO PROGRESS TOURIST INFORMATION POINTS WITHIN THE TOWN

The Clerk has spoken to Ignyte regarding an electronic guide at the Library. It was **AGREED** that having more Tourist information available at the Heritage Museum and Otter Book Shop would be beneficial. It is hoped that information could also be available at Otter Nurseries in the future. It was **AGREED** that a larger town map will be produced. It was **AGREED** that the Council need to look at measurement tools as the project progresses to monitor the progress.

ELDC24/02/08

TO RECEIVE AN UPDATE FROM THE EMERGENCY PLAN WORKING GROUP AND TO CONFIRM WHICH EQUIPMENT SHOULD BE APPLIED FOR THROUGH

Chair`s Initials.....

THE DEVON COMMUNITIES TOGETHER GRANT FOR COMMUNITY EMERGENCY RESILIENCE

Cllr Williamson advised that emergency boxes are being stationed around the parish. Discussions are taking place about using Ottery St Mary Parish Church building as a community shelter. Community volunteers are being recruited. It was AGREED that Cllr Williamson will apply for equipment from the DCT grant for Community Emergency Resilience up to the value of £1500 by 31st March 2024. The Clerk will look at the Hospitality Policy used by EDDC and DCC in line with the Town Council guidance.

ELDC24/02/09

TO DISCUSS AND AGREE THE OVERALL PLANTING STRATEGY FOR THE PARISH FOR 2024

It was AGREED to arrange a meeting with Bloom in Ottery and Cllrs Lucas, Green and Grainger to understand what they have the capacity to deliver.

The Council strategy needs to clarify what the Council want the town to look like. It was AGREED that Cllr Grainger will look at what is required for the planting strategy for the parish for 2024. This will focus on the entrance points to the town and the town centre. It was **RECOMMENDED** that an additional Councillor from the wider Council joins Cllr Grainger to review the planting strategy.

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ELDC24/02/10

ANY FURTHER RECOMMENDATIONS FROM MEMBERS

It was AGREED there needs to be a re-evaluation of the Council's environmental plan considering that the Council declared a climate emergency in 2019. This will be put on the agenda for the next meeting. It was AGREED that this needs to be considered in relation to future project approval, particularly in relation to the Transport Study showing how any decisions made will impact the ability to walk and cycle around town. The Committee will reach out to previous members of the Regeneration Committee asking for their input.

It was AGREED that the Clerk will write to DCC Public Rights of Way and DCC Cllr Bailey regarding Footpath 24.

ELDC24/02/11

TO RECEIVE COUNCILLORS' QUESTIONS

There were none.

The meeting ended at 6.22pm

SIGNATURE OF CHAIR	
DATE OF SIGNATURE	

Chair`s Initials.....

Chair`s Initials.....