



Ottery St Mary Town Council

Minutes of the **ORDINARY MEETING OF OTTERY ST MARY TOWN COUNCIL** held on **MONDAY 4TH MARCH 2024** at **7.00pm**. The meeting was held in the Council Offices, 8 Broad Street, Ottery St Mary.

PRESENT: - Cllrs Grainger (Mayor), Stewart (Deputy Mayor), Green, Lucas, Williamson, Aherne, Faithfull, Feasey, Kerry Kennell (Clerk), and six members of the public

24/03/01

TO RECEIVE APOLOGIES FOR ABSENCE

Cllrs Johns, Copus, Sneller, DCC Cllr Bailey and EDDC Cllr Collins

24/03/02

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 Feasey	No interests declared
Cllr Lucas	Agenda item 12 – Cllr Lucas declared an ‘affects NRI’ as a shop owner
Cllr Aherne	Agenda item 19 – Cllr Aherne declared an ‘affects NRI’
Cllr Faithfull	Agenda item 15 – Cllr Faithfull declared an ‘affects NRI’ as he is a member of the Otter Trail group Agenda item 16 – Cllr Faithfull advised that he does not have a personal or pecuniary interest but there is a potential or perceived bias
Cllr Williamson	No interests declared
Cllr Green	No interests declared
Cllr Stewart	No interests declared
Cllr Grainger	No interests declared

24/03/03

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

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It was **RESOLVED** that Agenda item 9 regarding the HR Committee and Agenda item 11b relating to staff pensions will be discussed in Confidential Session as it relates to personal information.

24/03/04

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

The members of the public wished to speak in relation to Agenda item 8. It was **AGREED** to allow members of the public to speak at the beginning of this item.

24/03/05

TO RECEIVE THE MINUTES OF THE MEETINGS OF THE TOWN COUNCIL OF 5TH FEBRUARY 2024 (MINUTE REFS 24/02/01 – 24/02/30) AND TO APPROVE THE SIGNING OF THE MINUTES BY THE MAYOR AS A CORRECT RECORD

The minutes of 5th February 2024 (minute refs 24/02/01 – 24/02/30) were reviewed and signed by the Mayor as a true record of the meeting.

24/03/06

TO RECEIVE REPORTS FROM EDDC AND DCC COUNCILLORS

DCC Cllr Bailey sent a written report.

EDDC Cllr Johns sent a written report.

EDDC Cllr Collins did not send a report.

EDDC Cllr Faithfull advised that EDDC has been having lots of discussions regarding sewage. This will be discussed again at the Scrutiny meeting. Green wedges are being discussed further by EDDC. An extraordinary general meeting of EDDC is being held relating to spending £1.5 million on an emergency seawall repair to Exmouth seafront.

24/03/07

PLANNING COMMITTEE:

- a. **TO NOTE THE MINUTES OF THE PLANNING COMMITTEE MEETING OF 12TH February 2024 (MINUTE REFS P24/02/01 - P24/02/10)**

The minutes of the Planning Committee meeting of 12th February 2024 (minute refs P24/02/1 – P24/02/10) were noted.

24/03/08

TO RECEIVE AN UPDATE REGARDING PLANNING APPLICATION 22/1973/MOUT AND TO CONSIDER A REQUEST FROM THE GERWAY ACTION GROUP TO MAKE A DONATION TOWARDS THE COST OF ENGAGING A PLANNING CONSULTANT TO FIGHT THE APPEAL

Members of the Gerway Action Group spoke in relation to the planning application appeal. The group will be engaging a planning lawyer as well as a consultant highways and land management. The cost of this will be approximately £20,000 - £15,000 on legal expenses and £5,000 on consultancy. The group has already secured funds of £8,000 which enables them to engage the planning lawyer. The group are optimistic that they will reach £12,000 shortly. It was **AGREED** that the Council will ask how EDDC intends to defend their position in the appeal. It was **AGREED** that the Council will provide statistical information regarding building in the town over the past 12-15 years. Simon Jupp, MP has agreed to meet with the group. The group will use social media to help engage and inform the wider

Chair's initials _____

community. It was AGREED that a meeting will be arranged with Cllr Lucas and a representative from the group to complete the project request form.

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.

24/03/09

HR COMMITTEE

a. TO NOTE THE MINUTES OF THE HR COMMITTEE MEETING OF 12TH FEBRUARY 2024 (MINUTE REFS HR24/02/01-HR24/02/06)

The minutes of the HR Committee meeting of 12th February 2024 (minute refs HR24/02/01 – HR24/02/06) were noted.

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

It was **RESOLVED** that:

- The Clerk will investigate the costs associated with an apprenticeship and whether there is a course specific to Local Government
- That the Community Officer role is extended until 30th June 2024
- That the Council will seek external advice regarding the staff pension scheme and will carry out the appropriate consultation in line with the HR Committee and Finance Committee recommendations
- That the Council will arrange for a pension advisor to speak to staff regarding their pensions and salary sacrifice.

The meeting returned to public session.

24/03/10

ENVIRONMENT, LOCAL DEVELOPMENT AND COMMERCE COMMITTEE (ELDC COMMITTEE)

a. TO NOTE THE MINUTES OF THE ELDC COMMITTEE MEETING OF 19TH FEBRUARY 2024 (minute refs ELDC24/02/01 – ELDC24/02/11)

The minutes of the ELDC Committee meeting of 19th February 2024 were noted.

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

It was **RESOLVED**:

- that the Coast Meets Country video is updated to include Otter Garden Centre at a cost of £700.00
- that the Shop front grant scheme is run again
- that Cllr Feasey will join Cllr Grainger to review the planting strategy for the town

24/03/11

FINANCE COMMITTEE

a. TO NOTE THE MINUTES OF THE FINANCE COMMITTEE MEETING ON 21ST FEBRUARY 2024 (MINUTE REF (F24/02/01 – F24/02/11)

The minutes of the Finance Committee meeting of 21st February 2024 (minute refs F24/02/01-F24/02/11) were noted.

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

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It was **RESOLVED**:

- that DTG are awarded the grounds maintenance contract for the period 1st April 2024 – 31st March 2027
- that Shaun Davey is awarded the cemetery grounds maintenance contract for the period 1st April 2024 – 31st March 2027
- that the MUGA at Strawberry Lane cannot proceed in its current format as the quote received is more than £100,000 above the Section 106 funding that is available.
- that the Clerk contacts EDDC to ask for clarification regarding the use of the S106 funds.
- that the Council proceeds with an application for a Football Foundation PlayZone.
- that the updated Community Grants Policy is approved

24/03/12

TO APPROVE THE SHOP FRONT GRANT POLICY

It was **RESOLVED** to approve the Shop Front Grant Policy.

24/03/13

OPERATIONS COMMITTEE

- a. **TO NOTE THE MINUTES OF THE OPERATIONS COMMITTEE MEETING OF 27TH FEBRUARY 2024 (MINUTE REF O24/02/01 - O24/02/13)**

The minutes of the Operations Committee meeting of 27th February 2024 were noted.

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

It was **RESOLVED**:

- that the SPACE contract is signed for the period 1st April 2024 – 31st March 2026.
- that the Council proceeds with the quotation from Cloudy IT to upgrade the IT available in the Meeting Room and Chamber at a cost of £11,060 + VAT. *Cllr Faithfull abstained.*

24/03/14

STRATEGY COMMITTEE

- a. **TO NOTE THE MINUTES OF THE STRATEGY COMMITTEE MEETING OF 29TH FEBRUARY 2024 (MINUTE REFS S24/02/09 - S24/02/16)**

The minutes of the Strategy Committee meeting of 29th February 2024 were noted.

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

It was **RESOLVED** that the Phase 2 of the Draft Strategic Plan for the Council is approved.

24/03/15

OTTER TRAIL - TO RECEIVE AN UPDATE FROM THE OTTER TRAIL GROUP

There was no update.

Cllr Faithfull left the meeting.

24/03/16

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

A meeting has taken place for those residents who have expressed an interest in forming a Residents Association. The open space will continue to be owned and insured by

Chair's initials _____

Betterment Properties (Weymouth) Ltd. Quotes are being obtained to carry out the work and it is hoped that approximately 20 households will join the association.
Cllr Faithfull joined the meeting.

24/03/17

CONFIRMATION OF DECISIONS MADE UNDER THE SCHEME OF DELEGATION

- Cllrs Grainger, Stewart, Copus and Johns agreed for the Clerk to write to the Planning Inspectorate and request that the appeal for application 22/1973/MOUT is by hearing and not by written representation.
- Cllrs Grainger, Stewart, Lucas, Green and Feasey gave delegated authority to respond to the Tar Barrels Committee to advise that they could not store a shipping container behind the Station Hub, primarily due to health and safety reasons, and also due to the plans to develop the space available for young people. The Council offered their assistance to help find a suitable location.
- Cllrs Grainger, Stewart and Lucas agreed to accept invoice from EDDC for toilet cleaning for 2023/24 for the cleaning of the toilets adjacent to the Library at a cost of £2,879.71 + vat.
- Cllrs Grainger, Stewart, Lucas and Green agreed to accept a quote from Teign Trees to clear the trees at the Skatepark at a cost of £1140 + VAT
- Cllrs Grainger, Stewart and Lucas agreed to the Clerk appealing the refusal decision in relation to the Freedom Information Request submitted to enable the Council to have sight of the report into potential sites for a Tipton St John school to be built.

24/03/18

FINANCIAL MATTERS:

a. TO CONSIDER AND APPROVE THE FEBRUARY 2024 COUNCIL SCHEDULE OF PAYMENTS

It was **RESOLVED** to approve the February 2024 Council schedule of payments in the sum of £22,313.90.

24/03/19

TO RECEIVE AN UPDATE REGARDING THE IDENTIFICATION OF A SUITABLE LOCATION FOR THE REBUILDING OF TIPTON ST JOHN CHURCH OF ENGLAND PRIMARY SCHOOL

The Freedom of Information request submitted by the Council was refused. The Council is appealing this. The Council has forwarded communication from residents regarding their concerns about the possibility of the school moving outside of Tipton St John to Devon County Council.

24/03/20

TO RECEIVE AN UPDATE REGARDING COLERIDGE MEDICAL CENTRE

There is no update.

24/03/21

TO CONFIRM THE DATE FOR THE EVENT TO MARK THE 50TH ANNIVERSARY OF THE COUNCIL

It was confirmed that an afternoon tea will take place between 2pm and 4pm on Wednesday 10th April.

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24/03/22

TO CONSIDER REPORT FROM THE MAYOR

The Mayor has attended a Snowdrop appreciation day in Alfington. He has attended a meeting with LHC Design and Callidus who are working on the town centre improvement projects.

24/03/23

REPORT FROM THE TOWN CLERK

The Clerk reported that she, the Mayor, Deputy Mayor and Chairs and Vice Chairs from each committee had met with Simon Jupp, MP. A variety of issues were discussed including concerns regarding the level of service patients are receiving from Coleridge Medical Centre, the Council's frustration that they are not being allowed access to the report detailing potential sites in Tipton St John and the planning appeal at Gerway.

24/03/24

TO NOTE ANY SPECIFIC CORRESPONDENCE RECEIVED

Communication regarding a successful funding bid for natural flood management in the Otter catchment was noted.

24/03/25

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

The report from Cllr Aherne regarding her visit to a parent forum at Tipton St John CofE Primary School was noted.

24/03/26

COUNCILLORS QUESTIONS ON COUNCILLORS BUSINESS

There were none.

The meeting ended at 8.55pm.

SIGNATURE OF THE MAYOR	
DATE OF SIGNATURE	
DATE/VENUE OF NEXT MEETING	Monday 8 th April 2024 – Council Offices, Ottery St Mary

Chair's initials _____