



Ottery St Mary Town Council

Minutes of the **ORDINARY MEETING OF OTTERY ST MARY TOWN COUNCIL** held on **MONDAY 8TH APRIL 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, Johns, Williamson, Faithfull, Feasey, Sneller, Copus, DCC Cllr Bailey, Kerry Kennell (Clerk), and six members of the public

24/04/01

TO RECEIVE APOLOGIES FOR ABSENCE

Cllr Aherne

24/04/02

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 Sneller	No interests declared
Cllr Green	No interests declared
Cllr Copus	No interests declared
Cllr Williamson	No interest declared
Cllr Faithfull	Agenda item 14 – Cllr Faithfull declared an ‘affects NRI’ as he is a member of the Otter Trail group Agenda item 15 – 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 John	Cllr Johns declared that she is a patient of Coleridge Medical Centre.
Cllr Stewart	No interests declared
Cllr Grainger	No interests declared

24/04/03

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

Chair's initials _____

ANY ITEMS TO BE DEALT WITH AFTER THE PUBLIC AND PRESS HAVE BEEN EXCLUDED

It was **RESOLVED** that Agenda item 12 - To consider the report regarding Christmas Lights and the cost to continue hiring them or to purchase them and make decisions as appropriate will be discussed in Confidential Session as it relates to sensitive commercial information.

24/04/04

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

There was none.

24/04/05

TO RECEIVE THE MINUTES OF THE MEETINGS OF THE TOWN COUNCIL OF 4TH MARCH 2024 (MINUTE REFS 24/03/01 – 24/03/26) AND TO APPROVE THE SIGNING OF THE MINUTES BY THE MAYOR AS A CORRECT RECORD

The minutes of 4th March 2024 (minute refs 24/03/01 – 24/03/26) were reviewed and signed by the Mayor as a true record of the meeting.

24/04/06

TO RECEIVE REPORTS FROM EDDC AND DCC COUNCILLORS

DCC Cllr Bailey advised that she has written to NHS Devon to ask for clarification regarding the ongoing situation at the Coleridge Medical Centre (CMC). Cllr Bailey is particularly concerned about the lack of clarity between the text message received by patients and the information on their website. Cllr Bailey is trying to arrange an open meeting to enable representatives from the CMC to come and speak to patients of the surgery about what they are proposing as a lack of clarity causes uncertainty and concern. Cllr Bailey is investigating the water running down from Metcombe to Tipton St John. Cllr Bailey is concerned about the condition of the roads and the reduction in budget being allocated to road repairs by DCC. Cllr Bailey has requested that the Monday Town Bus is reinstated but DCC have advised that this is not possible due to the low numbers using the service. It is crucial that residents use the Thursday service to protect that service and hopefully it will demonstrate the need for the Monday service. Cllr Bailey clarified that DCC allocate separate funding to the 20mph scheme than to road repairs. If the 20mph zone did not go ahead in Ottery the money would be allocated to another parish who have applied for the scheme. Cllr Bailey supports the introduction of a 20mph zone which she feels will make the town a safe place to live, work and visit.

Cllr Bailey has requested that EDDC request that the appeal in relation to application 22/1973/MOUT will be heard by hearing and not written appeal.

EDDC Cllr Johns sent a written report.

EDDC Cllr Collins did not send a report.

EDDC Cllr Faithfull has attended three Strategic Planning meetings. There has been discussion regarding a green belt around Exeter. Discussions will take place with Teignbridge and Mid Devon District Councils. DCC have just completed a consultation regarding cycleways. EDDC will be raising taxi fares this summer. EDDC is discussing their Councillors have a DBS check as part of their Code of Conduct.

24/04/07

PLANNING COMMITTEE:

Chair's initials _____

a. **TO NOTE THE MINUTES OF THE PLANNING COMMITTEE MEETING OF 5TH MARCH 2024 (MINUTE REFS P24/03/01 - P24/03/10) AND 2ND APRIL 2024 (MINUTE REFS P24/04/01 – P24/04/10)**

The minutes of the Planning Committee meeting of 5th March 2024 (minute refs P24/03/01 – P24/03/10) and 2nd April 2024 (minute refs P24/04/01 – P24/04/10) were noted.

24/04/08

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

It was discussed that the Strategy Committee recommended that in principle the Council supports the Gerway Action Group fighting the planning appeal by hearing (minute ref S24/04/07). It was noted that there is very little difference in cost between fighting a written appeal or an appeal by hearing. It was noted that there is an advantage to all parties if the appeal is by hearing. It was **RESOLVED** that the Clerk will write to EDDC Cllr Johns, EDDC Cllr Faithfull, EDDC Cllr Collins, DCC Cllr Collins, Ed Freeman (EDDC), Bob Capon (EDDC) and the Chair of the EDDC Planning Committee to request that they add their support to ensure the appeal for application 22/1973/MOUT is held by hearing and not written appeal. It was **RESOLVED** that the Council will support the Gerway Action Group up to a value £5,000 regardless of whether the appeal is written or by hearing. The Action Group confirmed that they have a website and Go Fund Me page ready to go as soon as the dates of the appeal are confirmed.

24/04/09

ENVIRONMENT, LOCAL DEVELOPMENT AND COMMERCE COMMITTEE (ELDC COMMITTEE)

a. **TO NOTE THE MINUTES OF THE ELDC COMMITTEE MEETING OF 18TH MARCH 2024 (minute refs ELDC24/03/01 – ELDC24/03/11)**

The minutes of the ELDC Committee meeting of 18th March 2024 (minute refs ELDC24/03/01 – ELDC24/03/11) were noted.

24/04/10

OPERATIONS COMMITTEE

a. **TO NOTE THE MINUTES OF THE OPERATIONS COMMITTEE MEETING OF 25TH MARCH 2024 (MINUTE REF O24/03/01 - O24/03/13)**

The minutes of the Operations Committee meeting of 25th March 2024 (minute refs O24/03/01 – O24/04/13) were noted.

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

It was **RESOLVED**:

- That all cemetery fees are increased by 10% from 15th April 2024.
- That the Strategy Committee will update the Strategic plan project form for Section 106 projects.

24/04/11

STRATEGY COMMITTEE

Chair's initials _____

a. TO NOTE THE MINUTES OF THE STRATEGY COMMITTEE MEETING OF 4TH APRIL 2024 (MINUTE REFS S24/04/01 - S24/04/10)

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 Finance Committee use the project management process for large Community Grant applications. This information would then be presented to Full Council.
- That if any committee or the Full Council wishes to proceed with a project it has to be reviewed by the Strategy Committee before it can be progressed
- That the Finance Committee review the financial limits for Community Grant applications.

It was **AGREED** that the current Project List will be approved at the May Full Council.

It was AGREED to postpone Agenda Item 12 until the end of the meeting.

24/04/12

TO CONSIDER RESPONSE TO THE 20MPH CONSULTATION FOR OTTERY ST MARY TOWN

It was **RESOLVED** that the Council support the 20mph zone for the town which has been requested by residents. A 20mph zone will help to make the town safer for pedestrians, cyclists and drivers and will also help to reduce greenhouse gas emissions and air pollution.

24/04/13

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

There was no update.

Cllr Faithfull left the meeting.

24/04/14

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

The first cut of the grass has taken place. About 20 households have joined the Residents Association. No further action is required by the Council.

Cllr Faithfull joined the meeting.

24/04/15

CONFIRMATION OF DECISIONS MADE UNDER THE SCHEME OF DELEGATION

- Cllrs Grainger, Green and Johns gave delegated authority for Cllr Stewart to represent the Council at a meeting of Ottery St Mary traders
Cllr Stewart gave an update from the meeting where he had provided traders with an update on Council projects including the shop front grant scheme which is currently running. Ignyte provided an update on 'Visit Ottery'. Cllr Lucas attended the meeting in his capacity as a trader in the town. It was noted that a communication link will be set up directly with the Council to receive feedback from the group.
- Cllrs Grainger, Stewart, Lucas and Green gave delegated authority for a Celtic cross to be included on a gravestone

Chair's initials _____

24/04/16

FINANCIAL MATTERS:

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

It was **RESOLVED** to approve the March 2024 Council schedule of payments in the sum of £ 38354.75.

b. TO NOTE QUARTERLY ACCOUNTS (JAN-MAR 24)

The quarterly accounts (Jan-March 24) were noted.

24/04/17

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

A meeting is being held on 11th April with Simon Niles from DCC and Simon Jupp MP to discuss potential locations for the school without breaking the confidentiality of the report into potential sites within Tipton St John.

24/04/18

TO RECEIVE AN UPDATE REGARDING COLERIDGE MEDICAL CENTRE

The Council are aware that the Medical Centre does not just serve Ottery St Mary but a far wider catchment area. It was **RESOLVED** that the Clerk will contact other parishes served by the Medical Centre to see what is happening in their parish. It was **RESOLVED** that within the next month a drop in session will be held with Cllr Lucas, Cllr Feasey and any other available Councillors where residents can raise their concerns. It was **AGREED** that the Clerk will also contact the Ottery Help Scheme. The Council hope that if all affected parishes work together we can work to ensure our parishioners are able to access medical services when they require, through whatever route they need.

24/04/19

TO CONFIRM ARRANGEMENTS FOR THE AFTERNOON TEA TO COMMEMORATE THE 50TH ANNIVERSARY OF THE COUNCIL

An afternoon tea will take place between 2pm and 4pm on Wednesday 10th April and will be attended by approximately thirty-five past and present Councillors.

24/04/20

TO CONSIDER CONCERN RAISED REGARDING THE CONDITION OF THE GATES AT CADHAY

Cllr Copus raised concerns from residents that the gates are part of the heritage of the parish but are in a poor state of repair. It was **AGREED** that Cllr Grainger will contact the landowner to stress that residents around the community are concerned about the condition of the gates and to ask if the level crossing gates can be repaired.

24/04/21

TO CONSIDER THE INSTALLATION OF A BUS SHELTER AT THE OLD STATION BUS STOP IN TIPTON

It was noted that a resident is keen for a bus shelter to be installed at the Old Station Bus Stop.

24/04/22

TO CONSIDER REPORT FROM THE MAYOR

Chair's initials _____

The Mayor and Cllr Johns met with residents from Otter Mill. It was noted that clarification is being sought from the Environment Agency to understand the rationale behind the reclassification of the flood wall. Cllr Grainger attended a meeting with a commercial surveyor at The Museum.

24/04/23

REPORT FROM THE TOWN CLERK

The Clerk sent a written report.

24/04/24

TO NOTE ANY SPECIFIC CORRESPONDENCE RECEIVED

It was noted that Cllr Bailey has written to DCC regarding the reduction in service of the town bus. It was noted that the Council have been invited to an event at The Kings School which would be a good opportunity to promote the youth services available in the town.

24/04/25

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

There were none.

24/04/26

COUNCILLORS QUESTIONS ON COUNCILLORS BUSINESS

Cllr Stewart asked whether there would be a parish meeting this year. It was AGREED that the Clerk will investigate available dates for a meeting to be held at The Institute.

Cllr Johns asked who would be raising the Flag of Peace on 6th June. It was AGREED a Veteran would be asked to do this. Cllr Johns and the Clerk will clarify what time the flag is going to be raised and whether it is feasible for the local schools to be involved.

Cllr Copus has been monitoring the bank by Cadhay. The Clerk has written to the Environment Agency to highlight the concern.

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.

24/04/27

TO CONSIDER THE REPORT REGARDING CHRISTMAS LIGHTS AND THE COST TO CONTINUE HIRING THEM OR TO PURCHASE THEM, AND TO MAKE A DECISION AS APPROPRIATE

There was a discussion regarding whether it was best to buy or lease the Christmas Lights. Cllr Stewart supported leasing the lights but it was **RESOLVED** that the Council would purchase the lights. It was **RESOLVED** that the Council will purchase Christmas lights which come with a 2 year guarantee from Christmas Direct at a cost of £9,416.88 plus VAT. It was **RESOLVED** that the Council will instruct Encore to install and remove the lights this year at a cost of £7,866.00 plus VAT.

The meeting ended at 9.36pm.

Chair's initials _____

SIGNATURE OF THE MAYOR	
DATE OF SIGNATURE	
DATE/VENUE OF NEXT MEETING	Monday 13 th May 2024 – Council Offices, Ottery St Mary

Chair's initials _____