



Ottery St Mary Town Council

Minutes of the ORDINARY MEETING OF Finance Committee [In-person] held on **Thursday 06 March 2025** at **16:00**. The meeting was held in the **Ottery St. Mary Town Council**

Present: Cllrs Dean Stewart (Chair), Richard Grainger (Mayor and Vice Chair), John Green and Janice Aherne

In Attendance: Kerry Kennell, Town Clerk

Minute Taker: Kerry Kennell, Town Clerk

F/25/03/01 APOLOGIES FOR ABSENCE

To receive apologies for absence

Apologies were noted from Cllr Lucas.

F/25/03/02 DECLARATIONS AND DISCLOSABLE PECUNIARY INTERESTS

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

Cllr Green	No interests declared.
Cllr Grainger	No interests declared.
Cllr Stewart	Agenda Item F/25/03/07 – DPI in relation to grant application from Citizens Advice East Devon.
Cllr Aherne	Agenda Item F/25/03/07 - Affects & Prejudicial NRI in relation to the grant application from Tipton Playing Fields.

F/25/03/03 ADMISSION TO MEETINGS

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 F/25/03/07 Consideration of Community Grant Applications would be discussed in Confidential Session as they include information relating to the organisations finances.

F/25/03/04 PUBLIC PARTICIPATION

To allow members of the public present to submit questions/comments for consideration
Individual contributions will be limited to 3 minutes

Chair's initials _____

There was none.

F/25/03/05 MINUTES

To receive the Minutes of the Meeting of the Finance Committee of 12th December 2024 (*minute refs F/24/12/01 - F/24/12/13*) and to approve the signing of the Minutes by the Chair as a correct record

The minutes of 12th December 2024 were noted.

F/25/03/06 TO NOTE FINANCE REPORTS FROM 1ST APRIL 2024 UNTIL 28TH FEBRUARY 2025

The Finance reports were noted. It was noted that a regular hirer of the hub is leaving from the beginning of April which will impact the Hub income.

F/25/03/07 CONSIDERATION OF COMMUNITY GRANT APPLICATIONS

Grant applications received from Honiton 729 Club, Girl guiding OSM District, Ottery Primary PTA, Citizens Advice East Devon and Tipton St John Playing Field Committee

Teams meetings were held with the applicants of the grants for Ottery Primary PTA, Citizens Advice East Devon and Tipton St John Playing Field Committee.

Cllr Stewart left the meeting.

It was **RECOMMENDED** that £2,000 is awarded to Citizens Advice East Devon (CAED) on the understanding that CAED will promote the sessions and retain a weekly session in Ottery St Mary although it was noted that it may move locations on rotation to improve attendance. It was **RECOMMENDED** that the grant is paid in two six monthly installments and should be repaid if the Ottery sessions stop being offered.

Cllr Stewart joined the meeting.

It was AGREED that the Finance Committee support the Ottery Primary PTA project in principle but as the Town Council has recently approved a grant to the Scouts to purchase new tents the Committee wonder whether the tents could be utilised between both groups as the school would be using the tents during the week term time and the Scouts at weekends and school holidays. The Clerk will contact the PTA and Scouts to see if this is a possibility and whether £2,000 could be used for something else in the project.

Cllr Aherne left the meeting

It was **RECOMMENDED** that £2,000 is awarded to Tipton St John Playing Field Committee.

Cllr Aherne joined the meeting.

It was AGREED that a Teams meeting will be held with Honiton 729 and Girl Guiding OSM District to discuss their grant applications as they were unable to make the meeting today.

Chair's initials _____

F/25/03/08 TO REVIEW THE COMMUNITY GRANTS POLICY AND MAKE RECOMMENDATIONS AS APPROPRIATE

The Community Grants Policy was reviewed and the following recommendations were made:

- To reword the last question section 2 to say “How does this directly affect the residents of Ottery St Mary and how many local residents would benefit?”
- To increase the maximum sum of the award to £3,000.
- To update the policy to allow for staggered payments of a grant
- To request a copy of an applicant’s Safeguarding Policy if they work with children or vulnerable adults

The Large Organisation Grant Policy was reviewed and the following recommendations were made:

- Rule 4 is updated to remove the reference to the Annual Grants scheme deadline which no longer applies
- Rule 7d is updated to Clerk
- That the Finance Committee reviews all grant application – both community and large organisation

F/25/03/09 TO RECEIVE AN UPDATE REGARDING S106 MONIES AND MAKE DECISIONS AS APPROPRIATE

A Finance Committee meeting is being held on 13th march to review the suggestions that have been made to spend £162,000 of S106 monies on improving public spaces. The meeting will be attended by the EDDC Section 106 Officer.

F/25/03/10 TO NOTE ANY SPECIFIC CORRESPONDENCE RECEIVED

There was none.

F/25/03/11 TO RECEIVE ANY FURTHER RECOMMENDATIONS FROM MEMBERS

There were none.

F/25/03/12 TO RECEIVE COUNCILLORS QUESTIONS

There were none.

F/25/03/13 DATE OF THE NEXT MEETING: TO BE CONFIRMED

Reports & Appendix 1

Meeting concluded at 17:41

Chair’s initials _____

Draft

Chair's initials _____