



Ottery St Mary Town Council

Minutes of the ORDINARY MEETING OF the Environment, Local Development and Commerce Committee held on **Monday 17 March 2025** at **17:00**. The meeting was held in the **Ottery St. Mary Town Council Meeting Room, 8 Broad Street, Ottery St Mary EX11 1BZ**

Present: Cllrs John Green, Richard Grainger and Dean Stewart
In Attendance: Emma Grainger, John Waddingham, Joe Williams and Kerry Kennell, Town Clerk
Minute Taker: Kerry Kennell, Town Clerk

ELDC/25/03/01 APOLOGIES FOR ABSENCE

To receive apologies for absence

Apologies were noted for Cllrs Lucas and Sneller.

ELDC/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	No interests declared.

ELDC/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

There were none.

ELDC/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

There were none.

ELDC/25/03/05 MINUTES

Chair's initials _____

To receive the Minutes of the Meeting of the Environment, Local Development and Commerce Committee of 17th February 2025 (*minute refs ELDC/25/02/01 - ELDC/25/02/17*) and to approve the signing of the Minutes by the Chair as a correct record

The minutes of 17th February were approved and signed as a true record of the meeting by the Chair.

ELDC/25/03/06 COAST AND COUNTRY EAST DEVON PROJECT

A. To consider information provided by Ignyte

There was no update. Any errors on the Visit Ottery will be highlighted to the Clerk who will arrange for Ignyte to correct them.

B. To receive an update from the traders association in relation to the project

The traders association have not met. It was AGREED that a breakfast meeting will be arranged with all businesses on Monday 7th April at 8am. It was AGREED that representatives from the Churches and Heritage Society should be invited.

C. To consider whether the Council wishes to renew their contract with Ignyte from 1 April 2025

It was noted that Ignyte have agreed to extend contract for a week until the Full Council has made a decision.

ELDC/25/03/07 TO REVIEW PROPOSAL FROM CALLIDUS AND MAKE RECOMMENDATIONS (IF APPROPRIATE)

The proposal from Callidus was reviewed.

It was **RECOMMENDED** that Callidus are engaged to complete the work as per their quotation for £1577.50 + VAT.

The Clerk will confirm who is carrying out traffic counting measures on the Sidmouth Road.

It was AGREED that the Clerk will check how quickly Callidus could start work if sanctioned at the April meeting. It was AGREED that DCC Cllr Bailey and DCC Cllr Stuart Hughes should be contacted to ask for their support.

ELDC/25/03/08 TO REVIEW INFORMATION FROM LHC REGARDING SIGNPOSTING WITHIN THE TOWN

It was **RECOMMENDED** that LHC quotation of £7,864.49 for a Wayfinding Strategy is approved. It was AGREED that LHC should be part of the quote review process.

Chair's initials _____

ELDC/25/03/09 TO RECEIVE AN UPDATE REGARDING BECOMING A COACH FRIENDLY TOWN

A positive meeting was held with CPT, Cllr Vicky Johns and the Clerk. It was AGREED that the Clerk will write to EDDC to confirm the following:

1. If more than two coaches were already parked could an additional coach park across four spaces and not be fined?
2. Is a weekly coach ticket valid in all EDDC car parks?
3. When can the coach bays be painted onto the Land of Canaan car park? Without the coach bays the town cannot obtain coach friendly status.

ELDC/25/03/10 TO DISCUSS THE BEST TIME TO START THE REVIEW OF THE EXISTING NEIGHBOURHOOD PLAN AND CREATION OF A NEW ONE.

It was **RECOMMENDED** that the Council wait to see what happens with the local plan consultation before work starts on a new Neighbourhood Plan.

It was **RECOMMENDED** that all Councillors consider whether they are interested in being part of a Neighbourhood Steering Group when it is created.

ELDC/25/03/11 TO RECEIVE AN UPDATE FROM THE EMERGENCY PLAN WORKING GROUP

There is no update.

ELDC/25/03/12 TO RECEIVE AN UPDATE REGARDING THE POSSIBILITY OF EV CHARGING POINTS AT THE STATION HUB

The information was reviewed. It was AGREED that a survey should be carried out to obtain firm costs. The Committee require more information on pricing and how it works. Any charging points would need new signage for the parking spaces and an overstay charge may be appropriate.

The Clerk will clarify if a planning application required to offer locker collection or community EV charging points at the Station Hub.

ELDC/25/03/13 TO RECEIVE AN UPDATE REGARDING THE PROPOSED PLANTING STRATEGY AND TO AGREE NEXT STEPS (IF APPROPRIATE)

Otter Garden Centres have advised they will provide the information on hanging baskets shortly. EDDC Streetscene have not come back to the Council.

It was **RECOMMENDED** that the Council proceed with some planting support and offer hanging basket at a reduced rate to businesses to improve the appearance of the town this year.

ELDC/25/03/14 TO RECEIVE AN UPDATE REGARDING FOOTPATH 46

Chair's initials _____

DCC Public Rights of Way have confirmed they are looking into Footpath 46. It is hoped that the footpath could be reopened.

Devon County Council (DCC) have issued an updated [Local Cycling and Walking Infrastructure Plan](#) (LCWIP) for Devon. The Otter Trail is one of ten routes included and has been classified as Medium Term. It hoped there could be a connection between FP46 and Otter Trail.

ELDC/25/03/15 TO NOTE ANY SPECIFIC CORRESPONDENCE RECEIVED

To consider email received regarding width of the pavements in the town centre

There was none.

ELDC/25/03/16 TO RECEIVE ANY FURTHER RECOMMENDATIONS FROM MEMBERS

It was AGREED that DCC will be asked whether the flashing sign near The King's School can be recalibrated to 20mph? It was AGREED that a press release should be released when the 20mph scheme is completely live.

ELDC/25/03/17 TO RECEIVE COUNCILLORS QUESTIONS

There were none.

ELDC/25/03/18 DATE OF THE NEXT MEETING: TBC

Reports & Appendix 1

Meeting concluded at 18:33

Chair's initials _____

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Chair's initials _____