Ottery St Mary Town Council

Minutes of the ORDINARY MEETING OF Finance & Strategic Planning Committee [In-person] held on **Tuesday 12 August 2025** at **17:00**.The meeting was held in the **Ottery St. Mary Town Council Offices, 8 Broad Street, Ottery St Mary EX11 1BZ**

Present: Cllrs Feasey, Stewart (Chair), Aherne and Grainger
In Attendance: Kerry Kennell, Town Clerk
Minute Taker: Kerry Kennell, Town Clerk

FSP/25/08/01 APOLOGIES FOR ABSENCE

To receive apologies for absence

Apologies were noted from Cllr Johns (Mayor) and Cllr Lucas.

FSP/25/08/02 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 Stewart	Agenda item FSP/25/08/06 Consideration of community grant applications - Cllr Stewart declared an ORI as he is a director of Ottery Larder.
Cllr Feasey	No interests declared.
Cllr Aherne	No interests declared.
Cllr Grainger	No interests declared.

FSP/25/08/03 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/25/08/06 Consideration of Community Grant Applications would be discussed in Confidential Session as they include information relating to the organisations finances.

FSP/25/08/04 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.

FSP/25/08/05 MINUTES

To receive the Minutes of the Finance and Strategic Planning Committee meeting of 8th July 2025 (FSP/25/07/01 - FSP/25/07/17) by the Chair as a correct record

The minutes of 8th July 2025 were reviewed and signed by the Chair as a correct record of the meeting.

FSP/25/08/06 CONSIDERATION OF COMMUNITY GRANT APPLICATIONS

Grant applications received from Project Food, Friends of Ottery Library and the Ottery Larder,

Cllr Stewart left the meeting.

It was **RECOMMENDED** that a £2,000 community grant is awarded to the Larder.

Cllr Stewart joined the meeting.

It was AGREED that a Teams call will be set up with Project Food and Friends of Ottery Library on 20th August 2025 at 4pm and 4.15pm if possible, to discuss their grant applications.

FSP/25/08/07 TO RECEIVE AN UPDATE REGARDING S106 MONIES AND MAKE DECISIONS AS APPROPRIATE

Draft survey

The draft survey was reviewed. The Clerk is awaiting feedback from EDDC. It was AGREED that the Clerk will request clarification from EDDC regarding whether improving the playing surface at Winters Lane 5 a side and improved access to the skatepark (£50,000 improving access excluding any new equipment) can be included in the survey.

FSP/25/08/08 TO REVIEW UPDATED STANDING ORDERS AND MAKE DECISIONS AS APPROPRIATE

It was **RECOMMENDED** that the Council approve the updated Standing Orders.

The Clerk will confirm whether the paragraph regarding higher education can be removed as it is not applicable to the parish.

FSP/25/08/09 TO REVIEW UPDATED FINANCIAL REGULATIONS AND MAKE DECISIONS AS APPROPRIATE

It was AGREED the tender threshold should be increased to £60,000.

It was **RECOMMENDED** that the Council approve the updated Financial Regulations.

It was noted that the form has been sent to Barclays to remove John Green from the bank mandate.

FSP/25/08/10 REVIEW OF THE STRATEGY DOCUMENT AND MAKE DECISIONS AS APPROPRIATE

The Strategy document was reviewed. The Committee recognise the importance of having a strategic plan – particularly during this time of uncertainty with the Local Government Review when it is particularly important that the goals of the Council are clear.

It was AGREED that the Clerk will create an online survey (using questions from Cllr Stewart and the Clerk) which will be sent to all Councillors for completion by 3rd September. The results of this survey will be reviewed at the next committee meeting.

FSP/25/08/11 TO ENSURE THAT THE COUNCIL HAS A YOUTH STRATEGY AND MAKE DECISIONS AS APPROPRIATE

Cllr Feasey reiterated the importance of a youth strategy which clarifies the longer term goal for the Station. A Youth survey is currently underway and the results will inform the youth strategy.

FSP/25/08/12 TO EXPLORE OPPORTUNITIES TO SPONSOR OR ADOPT A COMMUNITY PLANTER AND TO MAKE RECOMMENDATIONS/DECISIONS AS APPROPRIATE

It was AGREED this should be included in the tender brief that is being prepared.

FSP/25/08/13 TO RECEIVE AN UPDATE FROM THE CLERK REGARDING ANY OUTSTANDING ISSUES AND MAKE DECISIONS AS APPROPRIATE

There were none.

FSP/25/08/14 TO NOTE ANY SPECIFIC CORRESPONDENCE RECEIVED

It was **RECOMMENDED** to continue using DCK Accounting Services for budget setting at a cost of £676.50 plus mileage and VAT.

FSP/25/08/15 TO RECEIVE ANY FURTHER RECOMMENDATIONS FROM MEMBERS

It was noted that the Clerk has written to EDDC to put forward the idea of a bike rack at the Land of Canaan. It was AGREED that the Clerk will request additional litter bins near the play area.

FSP/25/08/16 TO RECEIVE COUNCILLORS QUESTIONS

There were none.

FSP/25/08/17 DATE OF THE NEXT MEETING: 9TH SEPTEMBER 2025

Reports & Appendix 1

Meeting concluded at 18:36