



## Ottery St Mary Town Council

Minutes of the ORDINARY MEETING OF Full Council Meeting [In-person] held on **Monday 03 November 2025** at **19:00**. The meeting was held in the **Ottery St. Mary Town Council**

Present: Cllrs Dean Stewart, Peter Faithfull, Richard Grainger, Richard Copus, Vicky Johns (Mayor), Janice Aherne, Ben Feasey, Sarah Martin and Nick Sneller (from 7.15pm)

In Attendance: EDDC Cllr Bethany Collins, Kerry Kennell, Town Clerk four members of the public, DCC Cllr Bailey (from 9pm)

Minute Taker: Kerry Kennell, Town Clerk

### **C/25/11/01 APOLOGIES FOR ABSENCE**

To receive apologies for absence

Apologies were noted from Cllr Sneller.

### **C/25/11/02 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 Copus	No interests declared.
Cllr Aherne	Agenda item 11 – Cllr Aherne declared an ‘affects NRI’ as a resident of Tipton St John
Cllr Martin	No interests declared.
Cllr Faithfull	No interests declared. During the meeting Cllr Faithfull declared a personal interest as his land abuts the land managed by the Ottery Convent Management Co.
Cllr Feasey	No interests declared.
Cllr Grainger	No interests declared.
Cllr Stewart	No interests declared.
Cllr Johns	No interests declared.
Cllr Sneller	No interests declared.

### **C/25/11/03 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

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transacted): to agree any items to be dealt with after the public and press have been excluded

It was **RESOLVED** that the following agenda item would be discussed in Confidential Session:  
C/25/11/12 To review the report regarding the Coleridge Pre-School building and make recommendations/decisions as appropriate

#### **C/25/11/04 PUBLIC PARTICIPATION**

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

No items were raised.

#### **C/25/11/05 MINUTES**

To receive the Minutes of the Meeting of the Town Council of 6th October 2025 (*minute refs C25/10/01-C25/10/32*) and Extraordinary meeting of 28th October 2025 (*minute refs C25/10/33-C25/10/38*) and to approve the signing of the Minutes by the Mayor as a correct record

The minutes of 6<sup>th</sup> October 2025 were approved and signed by the Mayor as a correct record of the meeting. The minutes of the Extraordinary Meeting of 28<sup>th</sup> October 2025 were approved and signed by the Mayor as a correct record of the meeting.

#### **C/25/11/06 TO RECEIVE REPORTS FROM THE EDDC AND DCC COUNCILLORS**

(if any)

EDDC Cllr Johns sent a written report.

EDDC Cllr Collins did not have anything to report. Cllr Collins has attended EDDC Code of Conduct training.

EDDC Cllr Faithfull advised that Torbay, Exeter, Plymouth are intending to put forward a different proposal for Local Government Reorganisation (LGR). They wish to be separate from the rest of Devon. EDDC are still pushing the 5-4-1 model whereas DCC are pushing a 9-1-1 model. EDDC Councillors will be voting on this on 26<sup>th</sup> November with the proposal submitted to the government by 28<sup>th</sup> November.

DCC Bailey will be joining the meeting later.

#### **C/25/11/07 PLANNING**

##### **C/25/11/07.1 TO NOTE THE MINUTES OF 21ST OCTOBER 2025 (MINUTE REFS P/25/10/01-P25/10/11 )**

The minutes of 21<sup>st</sup> October 2025 were noted.

##### **C/25/11/07.2 TO CONSIDER (AND APPROVE IF APPROPRIATE) RECOMMENDATIONS FROM THE COMMITTEE**

It was **RESOLVED** that no changes are made to the Pre Application Policy.

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**C/25/11/07.3 TO CONSIDER AND DETERMINE OBSERVATIONS ON THE FOLLOWING PLANNING APPLICATION:**

Reference	Applicant:	Details:
25/2109/TCA	Dr Rod Baker Summercourt Ridgeway Ottery St Mary Devon EX11 1DT	Lilac and Rowan: removal and the grind out stump and roots
<i>Cllr Faithfull abstained as a member of the EDDC Planning Committee. Cllr Sneller joined the meeting.</i>		
It was <b>RESOLVED</b> that the Council support the application, subject to a condition requiring some replacement planting.		

**C/25/11/08 FINANCE AND STRATEGIC PLANNING COMMITTEE**

**C/25/11/08.1 TO NOTE THE MINUTES OF THE MEETING OF 13TH OCTOBER 2025 (MINUTE REFS FSP/25/10/01 - FSP/25/10/17)**

The minutes of the 13<sup>th</sup> October 2025 were noted.

**C/25/11/08.2 TO CONSIDER (AND APPROVE IF APPROPRIATE) RECOMMENDATIONS FROM THE COMMITTEE**

It was **RESOLVED** that:

- £1500 is awarded to Operation Rudolph

*Cllrs Johns and Stewart abstained as they are directors of the Ottery Larder who work with Operation Rudolph.*

- that up to £2,000 for the cost of the removal, fitting and installation of two doors is awarded to Escot Village Hall Committee
- That the Community Grant Policy and Large Grant Policy is updated to say "All successful applicants must publicly acknowledge and thank Ottery St Mary Town Council for their support demonstrating how their grants has been used and what difference it has made to the organisation."

Thanks were given to Otter Garden Centre and Glyn Dobson for the Christmas meal they are arranging for the community.

**C/25/11/09 COMMUNITY INFRASTRUCTURE COMMITTEE**

**C/25/11/09.1 TO NOTE THE MINUTES OF 20TH OCTOBER 2025 (MINUTE REFS CI/25/10/01-025/10/18)**

To note the minutes of 20<sup>th</sup> October 2025 were noted.

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**C/25/11/09.2 TO CONSIDER (AND APPROVE IF APPROPRIATE) RECOMMENDATIONS FROM THE COMMITTEE**

It was **RESOLVED** that:

- The EV chargers at the Station Hub should be priced as low as possible to support local residents without a driveway who wish to have an electric vehicle. The chargers will be available 24 hours a day (apart from on Mondays and Thursdays when they will be available until 5pm). It was noted that this is a community building and owners will park at their own risk.

**C/25/11/10 OPERATIONS COMMITTEE**

**C/25/11/10.1 TO NOTE THE MINUTES OF 23RD OCTOBER 2025 (MINUTE REFS O/25/10/01-0/25/10/16)**

The minutes of 23<sup>rd</sup> October 2025 were noted.

**C/25/11/10.2 TO CONSIDER (AND APPROVE IF APPROPRIATE) RECOMMENDATIONS FROM THE COMMITTEE**

It was **RESOLVED** that:

- following advice from Maverick and DCC the skatepark access improvements are put on hold and the skatepark remains open with the current access arrangements

*Cllr Sneller left the meeting.*

- the Council accept the updated costs of up to £35,000 in relation to the PlayZone project covering wildflower planting, the installation of bins, benches and cycle racks and the removal of topsoil. The Council will seek alternatives for the removal of the top soil to reduce the costs.

*Cllr Sneller joined the meeting. Cllr Faithfull declared a personal interest as his land abuts the land managed by the Ottery Convent Management Co.*

- the Council would contribute £500 per annum towards the maintenance to the Ottery Convent Management Co from January 26 but in the first instance the Council wishes to investigate the options to rationalise the accessway and parking in front of the Council Offices building as a priority.

**C/25/11/11 TO RECEIVE AN UPDATE REGARDING THE PROPOSAL TO TRANSFER TIPTON ST JOHN CHURCH OF ENGLAND PRIMARY SCHOOL TO THORNE FARM, OTTERY ST MARY**

There is no update.

**C/25/11/12 TO REVIEW THE REPORT REGARDING THE COLERIDGE PRE-SCHOOL BUILDING AND MAKE RECOMMENDATIONS/DECISIONS AS APPROPRIATE**

This item will be discussed in Confidential Session at the end of the meeting.

**C/25/11/13 TO NOTE THE CURRENT SITUATION REGARDING LOCAL GOVERNMENT REVIEW AND MAKE DECISIONS AS APPROPRIATE**

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The Town and Parish Council are not being kept informed. The current situation was noted. EDDC councillors will feedback.

**C/25/11/14 TO CONSIDER APPLICATIONS FOR THE TWO TOWN WARD COUNCILLOR VACANCIES AND TO CO-OPT TO FILL THE VACANCIES AS APPROPRIATE**

A vote was held and it was **RESOLVED** that Robyn Bennett and Emily Peka were co-opted to fill the Town Ward councillor vacancies.

It was **AGREED** the Clerk will write to the other candidates to thank them for putting themselves forward and suggest that they could become involved in some of the Council projects.

**C/25/11/15 TO CONSIDER NEXT STEPS TO AGREE PROPOSED AREAS FOR INSTALLATION OF 20MPH ZONE OUTSIDE OF THE TOWN AND TO MAKE DECISIONS AS APPROPRIATE**

There is no update.

**C/25/11/16 CONFIRMATION OF DECISIONS MADE UNDER THE SCHEME OF DELEGATION**

It was noted that the decisions below had been made under the scheme of delegation:

- Cllrs Johns, Stewart and Grainger gave delegated authority to buy furniture for the Station Hub using grant funding.
- Cllrs Johns, Grainger, Stewart and Feasey gave delegated authority for the Police to use the Meeting Room at the Council Offices on the night of Tar Barrels if it was needed in case of an emergency

**C/25/11/17 FINANCIAL MATTERS**

To consider and approve the October 2025 Receipts and Payments and Reconciliation reports

It was **RESOLVED** to approve the October 2025 Receipts and Payments and Reconciliation reports .

**C/25/11/18 TO CONSIDER REPORT FROM THE MAYOR**

The Mayor's report was noted. It was noted that the Mayor and Cllr Grainger attended Grenville Gilbert's funeral.

**C/25/11/19 TO CONSIDER REPORT FROM THE TOWN CLERK**

The report from the Clerk was noted. The Mayor, Cllrs Faithfull, Copus and EDDC Cllr Collins will be attending the Remembrance Sunday service.

Cllrs Feasey, Grainger, Stewart, Faithfull, Martin, the Mayor and EDDC Cllr Collins will be attending the Festive Cheer event on 28<sup>th</sup> November as marshals. Cllr Copus hopes to attend the event.

**C/25/11/20 TO NOTE ANY SPECIFIC CORRESPONDENCE RECEIVED**

The minutes of the Exeter Airport Consultative Committee on 11<sup>th</sup> September were noted.

**C/25/11/21 TO NOTE ANY REPORTS PREVIOUSLY E-MAILED BY COUNCILLORS OF MEETINGS ATTENDED**

There are none.

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**C/25/11/22 COUNCILLORS QUESTIONS ON COUNCILLORS BUSINESS**

There were none.

**C/25/11/23 DATE OF THE NEXT MEETING: MONDAY 1ST DECEMBER 2025**

Reports & Appendix 1

*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.*

**C/25/11/24 TO REVIEW THE REPORT REGARDING THE COLERIDGE PRE-SCHOOL BUILDING AND MAKE RECOMMENDATIONS/DECISIONS AS APPROPRIATE**

It was AGREED that DCC Cllr Bailey joined the Confidential Session as she has knowledge of this.

There was a lengthy discussion. It was **RESOLVED** that a structural survey of the building should be carried out. The Clerk will liaise with the trustee and members of the Committee to arrange this.

Meeting concluded at 21:30

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