**OTTERY ST MARY TOWN COUNCIL**
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06 November 2025

Dear Councillors

I hereby give you notice that the **Finance & Strategic Planning Committee [In-person]** of **OTTERY ST MARY TOWN COUNCIL** will be held at **17:00** on **Tuesday, November 11, 2025**, at **Ottery St. Mary Town Council Offices, 8 Broad Street, Ottery St Mary EX11 1BZ**.

All members are hereby summoned to consider the matters detailed on the agenda below.

Yours faithfully

*Kerry Kennell*

Town Clerk

**INFORMATION FOR MEMBERS OF THE PUBLIC/PRESS:**

The law requires that public access is possible and not restricted, unless in the case of an agreed confidential session.

1. For members of the public/press that wish to speak at the meeting, under public participation, please raise your hand and wait for the Chair to prompt you.
2. For those who have no visual access to the meeting, Members will state their name before speaking and voting.
3. The order of business may be changed by a decision of the Council and by resolution without notice.

Note: Under the Openness of Local Government Bodies Regulations 2014, any members of the public are allowed to take photographs, film and audio record the proceedings and report on all public meetings (including on social media). If you are recording the meeting, you are asked to act in a reasonable manner and not disrupt the conduct of meetings for example by using intrusive lighting, flash photography or asking people to repeat statements for the benefit of the recording. You may not make an oral commentary during the meeting. The Chair has the power to control public recording and/or reporting so it does not disrupt the meeting

Mobile Phones, Pagers and Similar Devices – All persons attending this meeting are required to turn off Mobile Phones, Pagers and Similar Devices. The Chair may approve an exception to this request in special circumstances

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## AGENDA

**FSP/25/11/01 Apologies for Absence**
To receive apologies for absence

**FSP/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

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

**FSP/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

**FSP/25/11/05 Minutes**
To receive the Minutes of the Finance and Strategic Planning Committee meeting of 13th October 2025 (FSP/25/10/01 - FSP/25/10/17) by the Chair as a correct record

**FSP/25/11/06 Consideration of Community Grant Applications received**

**FSP/25/11/07 To receive an update regarding work on the Strategy Document and to make decisions as appropriate**

**FSP/25/11/08 To ensure that the Council has a youth strategy and make decisions as appropriate**

**FSP/25/11/09 To consider budget for 2026/27 and make recommendations as appropriate**

**FSP/25/11/10 To consider the impact of local government organisation and potential changes to the Council's responsibilities**

**FSP/25/11/11 To receive an update regarding S106 monies and make decisions as appropriate**

**FSP/25/11/12 To recommend that Cllr Janice Aherne becomes an additional signatory for the Council accounts**

**FSP/25/11/13 To receive an update from the Clerk regarding any outstanding issues and make decisions as appropriate**

**FSP/25/11/14 To note any specific correspondence received**

**FSP/25/11/15 To receive any further recommendations from Members**

**FSP/25/11/16 To receive Councillors questions**

**FSP/25/11/17 Date of the next meeting: 9th December 2025**

Reports & Appendix 1

**Ottery St Mary Town Council**

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Minutes of the ORDINARY MEETING OF Finance & Strategic Management Committee [In-person] held on **Monday 13 October 2025** at **17:00**. The meeting was held in the **Ottery St. Mary Town Council Offices, 8 Broad Street, EX11 1BZ**

Present: Cllrs Ben Feasey, Dean Stewart (Chair), Janice Aherne, Richard Grainger (Vice Chair) and Vicky Johns (Mayor)
In Attendance: Kerry Kennell, Town Clerk
Minute Taker: Kerry Kennell, Town Clerk

**FSP/25/10/01 APOLOGIES FOR ABSENCE**

To receive apologies for absence

There were none.

**FSP/25/10/02 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 25/10/06 - Cllr Stewart declared an 'affects NRI' as a director of the Ottery Larder. |
| Cllr Grainger | No interests declared. |
| Cllr Feasey | No interests declared. |
| Cllr Aherne | No interests declared. |
| Cllr Johns | Agenda item 25/10/06 - Cllr Johns declared an 'affects NRI' as a director of the Ottery Larder. |

**FSP/25/10/03 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 FSP/25/10/06 - Consideration of Community Grant Applications would be discussed in Confidential Session as they include information relating to the organisation finances.

**FSP/25/10/04 PUBLIC PARTICIPATION**

Chair's initials ___________

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/25/10/05 MINUTES**

To receive the Minutes of the Finance and Strategic Planning Committee meeting of 9th September 2025 (FSP/25/09/01 - FSP/25/09/16) by the Chair as a correct record

The minutes of 9th September 2025 were approved and signed by the Chair as a true record of the meeting.

**FSP/25/10/06 CONSIDERATION OF COMMUNITY GRANT APPLICATIONS**

Grant applications received from Escot Village Hall, Operation Rudolph and any further applications received

*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.*

A representative from Escot Village Hall discussed their grant application.

It was **RECOMMENDED** that the cost of the two doors is awarded up to £2,000 for removal, fitting and installation.

A representative from Operation Rudolph discussed their grant application.

It was **RECOMMENDED** that £1500 is awarded to Operation Rudolph. *Cllrs Johns and Stewart abstained.*

*The Confidential Session ended.*

**FSP/25/10/07 TO RECEIVE AN UPDATE REGARDING WORK ON THE STRATEGY DOCUMENT AND TO MAKE DECISIONS AS APPROPRIATE**

Cllrs Stewart and Feasey are working on an updated document and will be meeting with the Clerk later this month.

**FSP/25/10/08 TO ENSURE THAT THE COUNCIL HAS A YOUTH STRATEGY AND MAKE DECISIONS AS APPROPRIATE**

This will be carried out as part of the work on the overall strategy document.

**FSP/25/10/09 TO REVIEW THE COMMUNITY GRANT POLICY AND MAKE RECOMMENDATIONS AS APPROPRIATE**

Chair's initials ___________

It was **RECOMMENDED** that The Community Grant Policy and Large Grant Policy is updated to include a new requirement: **All successful applicants must publicly acknowledge and thank Ottery St Mary Town Council for their support demonstrating how their grant has been used and what different it has made to the organisation**. This change reflects the Council's commitment to transparency and community engagement. By giving appropriate credit and publicity, grant recipients help highlight the positive impact of Council funding and encourage wider awareness of local initiatives. This update ensures that the Council's support is recognised and celebrated within the community.

**FSP/25/10/10 TO CONSIDER BUDGET FOR 2026/27 AND MAKE RECOMMENDATIONS AS APPROPRIATE**

The Budget for 2026/27 will need careful consideration to ensure that it covers the annual costs of the Council and includes any projects. The Clerk will be presenting a report on Coleridge Pre-School to the Full Council for consideration of the next steps. It was noted that the Station building could be sold to allow for investment in a more fit for purpose building as the current building is on the edge of town, although it was agreed that with proposed housing development this will not then be the case.

**FSP/25/10/11 TO CONSIDER THE IMPACT OF LOCAL GOVERNMENT ORGANISATION AND POTENTIAL CHANGES TO THE COUNCIL'S RESPONSIBILITIES**

The Clerk has met with EDDC to have an initial discussion about community asset transfer. It is anticipated that assets could start being transferred from November 2026.

**FSP/25/10/12 TO RECEIVE AN UPDATE REGARDING S106 MONIES AND MAKE DECISIONS AS APPROPRIATE**

The Clerk has signed up with EDDC to enable the public consultation to be held on the Commonplace platform. The initial set up has been completed and confirmation is required regarding how to progress the proposal at Land of Canaan as EDDC have indicated that it is not sensible to proceed with investigation of the Council leasing a part of the land when, as part of community asset transfer, the Land of Canaan in its entirety could be transferred to the Council.

**FSP/25/10/13 TO RECEIVE AN UPDATE FROM THE CLERK REGARDING ANY OUTSTANDING ISSUES AND MAKE DECISIONS AS APPROPRIATE**

There were none.

**FSP/25/10/14 TO NOTE ANY SPECIFIC CORRESPONDENCE RECEIVED**

**FSP/25/10/15 TO RECEIVE ANY FURTHER RECOMMENDATIONS FROM MEMBERS**

There were none.

**FSP/25/10/16 TO RECEIVE COUNCILLORS QUESTIONS**

There were none.

**FSP/25/10/17 DATE OF THE NEXT MEETING: 11TH NOVEMBER 2025**

Chair's initials ___________

Reports & Appendix 1

Meeting concluded at 18:30



Chair's initials ___________

Chair's initials ___________