

OTTERY ST MARY TOWN COUNCIL

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28 January 2026

Dear Councillors

I hereby give you notice that the **Full Council Meeting [In-person]** of **OTTERY ST MARY TOWN COUNCIL** will be held at **19:00 on Monday, February 2, 2026**, 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 Mayor 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 Mayor 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 Mayor may approve an exception to this request in special circumstances

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AGENDA

C/26/02/01 Apologies for Absence

To receive apologies for absence

C/26/02/02 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

C/26/02/03 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

C/26/02/04 Public Participation

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

C/26/02/05 Minutes

To receive the Minutes of the Meeting of the Town Council of 12th January 2026 (*minute refs C26/01/01-C26/01/33*) and to approve the signing of the Minutes by the Mayor as a correct record

C/26/02/06 To receive Reports from the EDDC and DCC Councillors

(if any)

C/26/02/07 To review the effects of the recent flooding on residents and identify any required actions

C/26/02/08 To consider whether the Council wishes to investigate the feasibility of arranging a Gate to Plate event in Ottery St Mary, potentially with support from EDDC

C/26/02/09 To receive an update from Talaton Parish Council in relation to the installation of vehicle activated signs in Fairmile

C/26/02/10 To consider concerns with regards to hedgerow removal within the Parish and to make decisions as appropriate

C/26/02/11 To consider paying for one pager per month in the Ottery Gazette and make decisions as appropriate

C/26/02/12 Planning

C/26/02/12.1 To note the Minutes of 26th January 2026 (minute refs P/26/01/11-P26/01/20)

C/26/02/12.2 To consider and determine observations on the following Planning Applications:

Reference:	Applicant:	Details:
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25/1930/FUL	Ben and Victoria Smith Halls Farm Higher Metcombe Ottery St Mary EX11 1SS	Proposed demolition of lean-to extension to the north of the main dwelling and the construction of a replacement; conversion of attached agricultural buildings to form extension to existing dwelling with the demolition and rebuild of the lean-to extension to the north of the rear barn, change of use of agricultural yard to residential garden (extension to curtilage), partial demolition of 2 no. barns and demolition of 1 no. bar
25/1931/LBC	Ben and Victoria Smith Halls Farm Higher Metcombe Ottery St Mary EX11 1SS	Proposed demolition of lean-to extension to the north of the main dwelling and the construction of a replacement; demolition of the lean-to extension to the north of the rear barn and construction of a replacement, conversion of attached agricultural buildings to form extension to existing dwelling, changes to fenestration of the barns and re-roofing.

C/26/02/13 Finance and Strategic Planning Committee

C/26/02/13.1 To note the minutes of the meeting of 20th January 2026 (minute refs FSP/26/01/01 - FSP/26/01/13)

C/26/02/13.2 To consider (and approve if appropriate) recommendations from the Committee

It was RECOMMENDED that:

- that £2,000 is awarded to Hospiscare
- that £2,000 is awarded to the Ottery St Mary Bowling Club
- that the final draft of the summary document is approved by the Finance Committee
- the Council apply for a Town of Culture

C/26/02/14 Community Infrastructure Committee

C/26/02/14.1 To note the Minutes of 19th January 2026 (minute refs CI/26/01/01- CI26/01/20)

C/26/02/15 Operations Committee

C/26/02/15.1 To note the Minutes of 26th January 2026 (minutes refs O/26/01/01 - O/26/01/16)

C/26/02/15.2 To consider (and approve if appropriate) recommendations from the Committee

It was RECOMMENDED:

- that the Clerk will seek advice regarding two areas of concern at the Museum. A meeting will then be arranged with the Heritage Society to discuss the findings.

C/26/02/16 To receive an update regarding the proposal to transfer Tipton St John Church of England Primary School to Thorne Farm, Ottery St Mary

C/26/02/17 To receive an update regarding the Coleridge Pre-School building and make recommendations/decisions as appropriate

C/26/02/18 Compliance with Assertion 10 – secure use of personal devices for Council business

To review and agree on measures ensuring compliance with Assertion 10 regarding the secure handling of council information when councillors use personal devices.

C/26/02/19 To note the current situation regarding Local Government Reorganisation and make decisions as appropriate

C/26/02/20 To consider correspondence regarding a Night Bus and make decisions as appropriate

C/26/02/21 To consider next steps to agree proposed areas for installation of 20mph zone outside of the town and to make decisions as appropriate

C/26/02/22 Confirmation of decisions made under the Scheme of Delegation

C/26/02/23 Financial Matters

To consider and approve the January 2026 Receipts and Payments and Reconciliation reports

C/26/02/24 To consider Report from the Mayor

C/26/02/25 To consider Report from the Town Clerk

C/26/02/26 To note any specific correspondence received

C/26/02/27 To note any reports previously e-mailed by Councillors of Meetings attended

C/26/02/28 Councillors Questions on Councillors Business

C/26/02/29 Date of the next meeting: Monday 2nd March 2026

Reports & Appendix 1



Ottery St Mary Town Council

Minutes of the ORDINARY MEETING OF Full Council Meeting [In-person] held on **Monday 12 January 2026** at **19:00**. The meeting was held in the **Ottery St. Mary Town Council Offices, 8 Broad Street, Ottery St Mary EX11 1BZ**

Present: Cllrs Dean Stewart, Peter Faithfull, Richard Grainger, Richard Copus, Vicky Johns (Mayor), Janice Aherne, Sarah Martin and Robyn Bennett

In Attendance: EDDC Cllr Bethany Collins, DCC Cllr Jess Bailey, Kerry Kennell (Town Clerk) Geoff Chamberlain (St Mary's Parish Church), Kerry Carr (Library Supervisor) and 22 members of the public.

Minute Taker: Kerry Kennell, Town Clerk

C/26/01/01 APOLOGIES FOR ABSENCE

To receive apologies for absence

Apologies were noted from Cllr Feasey and Cllr Peka.

C/26/01/02 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 Aherne	Agenda item 16 – Cllr Aherne declared an ‘affects NRI’ as a resident of Tipton St John.
Cllr Copus	No interests declared.
Cllr Faithfull	Agenda item 23 – Cllr Faithfull declared that he is the Council representative for Friends of Ottery Library.
Cllr Bennett	No interests declared.
Cllr Grainger	No interests declared.
Cllr Martin	No interests declared.
Cllr Stewart	Agenda item 11.2 - Cllr Stewart declared an ‘affects NRI’ in relation to agenda item FSP/25/12/06 as the Ottery Larder collaborates with Project Food on some projects but not the project in question.
Cllr Johns	Agenda item 11.2 - Cllr Johns declared an ‘affects NRI’ in relation to agenda item FSP/25/12/06 as the Ottery Larder collaborates with Project Food on some projects but not the project in question.

C/26/01/03 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

Chair's initials _____

It was **RESOLVED** that Agenda item C/26/01/11.2 To consider (and approve if appropriate) recommendations from the committee would be discussed in Confidential Session as they include information relating to the organisation finances. It was **RESOLVED** that C/26/01/15 Human Resources Committee would be discussed in Confidential Session as it relates to staffing matters.

C/26/01/04 PUBLIC PARTICIPATION

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

It was **AGREED** that members of the public could speak in relation to the agenda items that they were interested in.

C/26/01/05 MINUTES

To receive the Minutes of the Meeting of the Town Council of 1st December 2025 (*minute refs C25/12/01-C25/12/25*) and to approve the signing of the Minutes by the Mayor as a correct record

The minutes of 1st December 2025 were approved and signed by the Mayor as a correct record of the meeting.

It was **AGREED** that due to the volume of public present the agenda order would be changed to cover the items that members of the public wished to speak in relation to:

C/26/01/07 To consider the installation of vehicle activated signs in Fairmile

C/26/01/08 To consider concerns with regards to hedgerow removal within the parish and to make decisions as appropriate

C/26/01/09 To consider how the council can support the parish church with their lottery / heritage fund bid and to make decisions as appropriate

C/26/01/23 To consider a response to the DCC Shaping the Future of Devon's Library Service consultation

C/26/01/22 To consider a response to the EDDC Second Regulation 19 Local Plan consultation (Nov 2025 to Jan 2026)

The remainder of the agenda will be followed as published except for C/26/01/15 Human Resources Committee which will be discussed in Confidential session at the end of the meeting.

C/26/01/06 TO RECEIVE REPORTS FROM THE EDDC AND DCC COUNCILLORS

(if any)

EDDC Cllrs Johns, Collins and Faithfull sent written reports which are available on the Council website.

DCC Cllr Bailey advised that there is finance available for bus stop upgrades. It was **AGREED** that Councillors will notify the Clerk of any bus stops within the parish which need to be upgraded. Cllr Bailey has objected to the Gerway Farm application. A meeting was held at DCC regarding the postponement of elections in May 26 – Cllr Bailey does not support this. Cllr Bailey is meeting with DfE regarding Tipton St John Primary School. At the EDDC

Chair's initials _____

Strategic Planning Committee Cllr Bailey has advised that EDDC should set up their own grant scheme for the creation of Neighbourhood Plans now the government scheme has been scrapped.

C/26/01/07 TO CONSIDER THE INSTALLATION OF VEHICLE ACTIVATED SIGNS IN FAIRMILE

It was **RESOLVED** that the Council will pay for the sign to be installed in Fairmile. DCC Cllr Bailey and DCC Cllr Connor are each contributing £500 towards this work from their locality budget. It was **AGREED** that the Clerk will write to Talaton Parish Council to request written confirmation that they support the project which will directly benefit residents of Ottery St Mary and Talaton parish. The Council are disappointed that Talaton Parish Council has chosen not to make any donation towards the project which will directly benefit their residents by improving road safety.

C/26/01/08 TO CONSIDER CONCERNS WITH REGARDS TO HEDGEROW REMOVAL WITHIN THE PARISH AND TO MAKE DECISIONS AS APPROPRIATE

Four members of public spoke about their distress caused by the removal of hedge. It was noted that EDDC are responsible for the management of the hedge. EDDC Cllr Johns and DCC Cllr Bailey are liaising with EDDC. They felt strongly that the action to remove a hedgerow makes a mockery of planning process. Residents want to know why the landowner is not being held to account. The importance that the Tree Preservation Orders are confirmed and made permanent was noted. It was also noted that traffic was stopped whilst this work was carried out without the appropriate authority.

It was **AGREED** that the Council will write an open letter to EDDC to express their disappointment at the lack of enforcement in relation to the hedge removal. This letter will be sent to Wendy Ormsby, EDDC Planning - Development Manager - copied to Ed Freeman, DCC Cllr Bailey, EDDC Cllrs Johns, Faithfull and Collins, Cllr Paul Arnott, Tracey Hendren, Cllr Olly Davies, Richard Foord MP, Cllr Geoff Jung

DCC Cllr Bailey will raise with DCC Highways Officer about the unofficial closing of the road while the work was carried out and will copy her communication to the Health and Safety Executive.

It was **AGREED** that the Council support the TPOs being made permanent.

C/26/01/09 TO CONSIDER HOW THE COUNCIL CAN SUPPORT THE PARISH CHURCH WITH THEIR LOTTERY / HERITAGE FUND BID AND TO MAKE DECISIONS AS APPROPRIATE

Geoff Chamberlain who is an Ottery Parish Church Assistant Governor in a fundraising role gave a presentation to explain their National Lottery Heritage Fund bid. It was **AGREED** that the Council will write to express its full support for the Parish Church's application to the National Lottery Heritage Fund.

C/26/01/10 PLANNING

C/26/01/10.1 TO NOTE THE MINUTES OF 15TH DECEMBER 2025 (MINUTE REFS P/25/12/01-P25/12/10) AND 6TH JANUARY 2026 (MINUTE REFS P/26/01/01-P26/01/10)

Chair's initials _____

The minutes of 15th December 2025 and 6th January 2026 were noted.

C/26/01/11 FINANCE AND STRATEGIC PLANNING COMMITTEE

C/26/01/11.1 TO NOTE THE MINUTES OF THE MEETING OF 9TH DECEMBER 2025 (MINUTE REFS FSP/25/12/01 - FSP/25/12/14)

The minutes of 9th December 2025 were noted.

C/26/01/11.2 TO CONSIDER (AND APPROVE IF APPROPRIATE) RECOMMENDATIONS FROM THE COMMITTEE

It was **RESOLVED** that:

- £250 is awarded to Project Food for the first course and if it is successful (attended by at least 6 Ottery St Mary residents who complete the course) a further £250 will be awarded. *Cllrs John and Stewart abstained.*
- the updated Strategy and Youth Strategy documents are adopted by the Council. *Cllr Faithfull abstained.*

C/26/01/12 TO APPROVE THE BUDGET FOR 2026/27

It was noted that the Council employ DCK Accounting Solutions Ltd to assist with budget setting. It was **RESOLVED** to approve the budget for 2026/27. *Cllr Faithfull abstained.*

C/26/01/13 TO APPROVE THE PRECEPT FOR 2026/27

It was **RESOLVED** to approve a Precept for 2026/27 of £447,029.00. *Cllr Faithfull abstained.*

C/26/01/14 COMMUNITY INFRASTRUCTURE COMMITTEE

C/26/01/14.1 TO NOTE THE MINUTES OF 15TH DECEMBER 2025 (MINUTE REFS CI/25/12/01-025/12/20)

The minutes of 15th December 2025 were noted.

C/26/01/14.2 TO CONSIDER (AND APPROVE IF APPROPRIATE) RECOMMENDATIONS FROM THE COMMITTEE

It was **RESOLVED** that the Shop Front Fund Policy is approved with the following amendments: Applications for the same (similar) work can only be made every five years; For any additional works one claim can be made every financial year that the scheme runs for; If a building is situated within the conservation area all rules and regulations must be adhered to; 2026 Scheme Dates: Scheme Opens for Applications: 15th March 2026; Deadline for Applications: 31st May 2026; Earliest Work Date 1st June 2025; Work Completion Date: 30th September 2026; Final submission of Receipts 31st October 2026.

C/26/01/15 HUMAN RESOURCES COMMITTEE

To be discussed in Confidential Session at the end of the meeting.

Chair's initials _____

C/26/01/16 TO RECEIVE AN UPDATE REGARDING THE PROPOSAL TO TRANSFER TIPTON ST JOHN CHURCH OF ENGLAND PRIMARY SCHOOL TO THORNE FARM, OTTERY ST MARY

There was no update other than reported by DCC Cllr Bailey.

C/26/01/17 TO RECEIVE AN UPDATE REGARDING THE COLERIDGE PRE-SCHOOL BUILDING AND MAKE RECOMMENDATIONS/DECISIONS AS APPROPRIATE

There was no update.

C/26/01/18 COMPLIANCE WITH ASSERTION 10 – SECURE USE OF PERSONAL DEVICES FOR COUNCIL BUSINESS

To review and agree on measures ensuring compliance with Assertion 10 regarding the secure handling of council information when councillors use personal devices.

It was AGREED that this will be carried forward to the next meeting.

C/26/01/19 TO NOTE THE CURRENT SITUATION REGARDING LOCAL GOVERNMENT REORGANISATION AND MAKE DECISIONS AS APPROPRIATE

There is no update.

C/26/01/20 TO CONSIDER CORRESPONDENCE REGARDING A NIGHT BUS AND MAKE DECISIONS AS APPROPRIATE

It was AGREED that the Clerk will write to Honiton Town Council to see if there is support for a night bus.

C/26/01/21 TO CONSIDER A RESPONSE TO THE EDDC HERITAGE STRATEGY 2024-2042 PUBLIC CONSULTATION

[Heritage Strategy 2024-2042 Public Consultation - East Devon](#)

It was AGREED that the Clerk will invite Cllr Copus and other Councillors in to work on the response.

C/26/01/22 TO CONSIDER A RESPONSE TO THE EDDC SECOND REGULATION 19 LOCAL PLAN CONSULTATION (NOV 2025 TO JAN 2026)

[Second Regulation 19 Local Plan Consultation \(Nov 2025 to Jan 2026\) - East Devon](#)

A member of the public requested that the Council request that Otry_21 is removed from the emerging EDDC Local Plan. Concerns were raised that Ottery St Mary is an unsuitable location for large-scale development due to traffic issues, environmental impact on the River Otter, and lack of supporting infrastructure or employment opportunities. The Neighbourhood Plan states no further development is required. Councillors highlighted that demand is for smaller, affordable/social housing for local people, not large executive homes, and stressed that current proposals do not meet Ottery's needs.

It was AGREED that the Clerk will invite Cllr Grainger and other Councillors in to complete a response to the consultation.

Chair's initials _____

C/26/01/23 TO CONSIDER A RESPONSE TO THE DCC SHAPING THE FUTURE OF DEVON'S LIBRARY SERVICE CONSULTATION

[Have Your Say Today - Shaping Devon's Library Service - Commonplace](#)

Kerry Carr, Devon Library Supervisor gave a presentation regarding the DCC Shaping the Future of Devon's Library Service consultation.

It was AGREED that the Council will encourage as many people as possible to take part and will share the link to the on line survey and have paper copies of the forms available for residents. Residents are encouraged to consider what the library means to them.

It was AGREED the Clerk will submit a response on behalf of the Council and will also write to DCC separately to voice the Council's concerns on the proposed changes – particularly the impact of being closed on their busiest days and the potential impact on the footfall in the town if the library opening hours are reduced.

C/26/01/24 TO ELECT A DEPUTY MAYOR

Cllr Stewart was proposed by Cllr Aherne and seconded Cllr Copus. All voted in favour. *Cllr Faithfull abstained.*

Cllr Stewart advised that he intends to resign as Chair of Community Infrastructure Committee.

C/26/01/25 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/26/01/26 CONFIRMATION OF DECISIONS MADE UNDER THE SCHEME OF DELEGATION

- Cllrs Johns, Stewart and Grainger gave delegated authority to authorise Stephens Scown to review the PlayZone contract at a fixed fee of £950
- Cllrs Johns, Stewart and Grainger gave delegated authority to accept the quote from Clubspark at a cost of £4,640 for the PlayZone management software
- Cllrs Johns, Stewart and Grainger gave delegated authority regarding point 3 of the PlayZone contract to confirm there would be no financial recompense for delayed installation
- Cllrs Johns, Stewart and Grainger gave delegated authority for the Clerk to complete a grant application for Talaton Parish Council in relation to a Vehicle Activated Sign (VAS)

C/26/01/27 FINANCIAL MATTERS

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

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

Chair's initials _____

C/26/01/28 TO CONSIDER REPORT FROM THE MAYOR

The Mayor's report was noted.

C/26/01/29 TO CONSIDER REPORT FROM THE TOWN CLERK

The Clerk's report was noted.

C/26/01/30 TO NOTE ANY SPECIFIC CORRESPONDENCE RECEIVED

Correspondence was noted from Honiton Town Council in relation to the Deer Park Charity Ball they are holding; EDDC in relation to an application for Otter Morris and from a resident in relation to site Otry_21.

C/26/01/31 TO NOTE ANY REPORTS PREVIOUSLY E-MAILED BY COUNCILLORS OF MEETINGS ATTENDED

The minutes of the November meeting of the Exeter Airport Consultative Committee which was attended by Cllr Stewart were noted.

C/26/01/32 COUNCILLORS QUESTIONS ON COUNCILLORS BUSINESS

Cllr Faithfull asked whether there was a plan to spend the Neighbourhood CIL money given to the parish. It was confirmed this money will be used towards the wayfinding project.

The Clerk will speak to the Heritage Society to see whether they have any plans to upgrade any further information boards and to update them on the wayfinding project.

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/26/01/33 HUMAN RESOURCES COMMITTEE

C/26/01/33.1 TO NOTE THE MINUTES OF 8TH JANUARY 2026 (MINUTE REFS

HR/26/01/01-026/01/09)

The minutes were noted.

C/26/01/33.2 TO CONSIDER (AND APPROVE IF APPROPRIATE) RECOMMENDATIONS FROM THE COMMITTEE

It was **RESOLVED** that all recommendations from the Committee were approved.

Reports & Appendix 1

Meeting concluded at 21:30

Chair's initials _____

Draft

Chair's initials _____



Ottery St Mary Town Council

Minutes of the Planning Meeting held on **Monday 26 January 2026 at 6:30pm**. The meeting was held in the **Ottery St. Mary Town Council offices (8 Broad Street, Ottery St. Mary, Devon, EX11 1BZ)**

Present: Ottery St Mary Town Council Admin, Cllrs Richard Grainge (Chair), Richard Copus (Deputy Chair), Vicky Johns (Mayor), Peter Faithfull and Emily Peka
Minute Taker: Jane Bushby - Ottery St Mary Town Council Admin

P/26/01/11 APOLOGIES FOR ABSENCE

To receive apologies for absence

Apologies received from Cllrs Aherne and Martin

P/26/01/12 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 Richard Grainger	No Declaration
Cllr Richard Copus	No Declaration
Cllr Vicky Johns	No Declaration
Cllr Peter Faithfull	No Declaration
Cllr Emily Peka	No Declaration

P/26/01/13 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

P/26/01/14 REPORTS, CORRESPONDENCE AND ITEMS REFERRED TO THE COMMITTEE

- 1) Appeal notification 25/0839/FUL - APPEAL REF: 6002857 - 1 Broad Street Ottery St Mary EX11 1BR
- 2) Appeal notification 25/0509/MOUT - APPEAL REF: 6002860 - Land At Ottery Road Feniton
- 3) Tree Preservation Order 25/0030/TPO - Land East of Tipton Vale, Metcombe

Chair's initials _____

4) Tree Preservation Order 25/0061/TPO - : Land ad. Sunnyland Cottage, Ottery St Mary

P/26/01/15 MINUTES

To receive the Minutes of the Meeting of the Town Council of 6th January 2026 and to approve the signing of the Minutes by the Chair as a correct record
The minutes were signed by the Chair as a correct record

P/26/01/16 PLANNING DECISIONS RECEIVED

25/2516/GPD	Salston Gate, Ottery St Mary, EX11 1RQ	PRIOR APPROVAL GRANTED
25/2401/VAR	10 Higher Ridgeway Ottery St Mary, EX11 1TH	APPROVAL WITH CONDITIONS
25/2193/DOC	Changing rooms Strawberry Lane, OSM, EX11 1RG	DISCHARGE OF CONDITION APPROVED
25/1894/DOC	34 Raleigh Road, OSM, EX11 1TG	DISCHARGE OF CONDITION APPROVED
25/2450/DOC	Crosshills Lodge, Lancercombe, EX10 0JX	DISCHARGE OF CONDITION APPROVED
25/2069/DOC	Little Gosford Farm, Gosford Lane, Taleford, OSM, EX11 1NA	DISCHARGE OF CONDITION APPROVED
25/2199/DBG	Changing rooms Strawberry Lane, OSM, EX11 1RG	DISCHARGE OF CONDITION APPROVED
25/1390/DOC	Ware View, OSM, EX11 1PJ	DISCHARGE OF CONDITION APPROVED
25/1417/DOC	Fluxton Farm, Fluxton, OSM, EX11 1RJ	DISCHARGE OF CONDITION APPROVED
25/1031/DOC	Ottery Feoffee Day Centre, Brook Street, OSM, EX11 1EZ	DISCHARGE OF CONDITION APPROVED
25/1402/DOC	Ottery Feoffee Day Centre, Brook Street, OSM, EX11 1EZ	DISCHARGE OF CONDITION APPROVED
24/2017/DOC	Halls Farm, Higher Metcombe, OSM, EX11 1SS	DISCHARGE OF CONDITION APPROVED
24/2219/DOC	Halls Farm, Higher Metcombe, OSM, EX11 1SS	DISCHARGE OF CONDITION APPROVED
25/0060/DOC	Burcombe Farm, Wiggaton, OSM, EX11 1PU	DISCHARGE OF CONDITION APPROVED
25/0263/DOC	Land East of Gosford Road, Gosford Road, OSM,	DISCHARGE OF CONDITION APPROVED
25/1499/DOC	Raleigh House, Mill Street, OSM, EX11 1AF	DISCHARGE OF CONDITION APPROVED
24/1899/DOC	Cadhay House, Cadhay, OSM, EX11 1QT	DISCHARGE OF CONDITION APPROVED

Chair's initials _____

<u>24/2501/DOC</u>	Halls Farm, Higher Metcombe, OSM, EX11 1SS	DISCHARGE OF CONDITION APPROVED
<u>25/1182/DOC</u>	4 Cadhay Close, Cadhay Lane, OSM, EX11 1WH	DISCHARGE OF CONDITION APPROVED
<u>25/0922/DOC</u>	Fluxton Farm, Fluxton, OSM, EX11 1RJ	DISCHARGE OF CONDITION APPROVED
<u>25/2215/DOC</u>	Land Adjacent Shute Farm, Fluxton	DISCHARGE OF CONDITION APPROVED
<u>25/0452/DOC</u>	Cadhay House, Cadhay, OSM, EX11 1QT	DISCHARGE OF CONDITION APPROVED
<u>25/0923/DOC</u>	Fluxton Farm, Fluxton, OSM, EX11 1RJ	DISCHARGE OF CONDITION APPROVED
<u>25/0259/DOC</u>	Raleigh House, Mill Street, OSM, EX11 1AF	DISCHARGE OF CONDITION APPROVED
<u>24/2272/DOC</u>	Halls Farm, Higher Metcombe, OSM, EX11 1SS	DISCHARGE OF CONDITION APPROVED
<u>24/1130/DOC</u>	29 Winters Lane, OSM, EX11 1AR	DISCHARGE OF CONDITION APPROVED
<u>24/2029/DOC</u>	Ottery St Mary Cricket Club, Strawberry Lane, OSM, EX11 1RG	DISCHARGE OF CONDITION APPROVED
<u>24/1585/DOC</u>	Metcombe Brake, Higher Metcombe, OSM, EX11 1SR	DISCHARGE OF CONDITION APPROVED
<u>24/0025/DOC</u>	Long Range Park, Whimple, EX5 2QT	DISCHARGE OF CONDITION APPROVED
<u>24/0555/DOC</u>	Former Royal Mail Sorting Office, 2 Hind Street, OSM, EX11 1BW	DISCHARGE OF CONDITION APPROVED

P/26/01/17 PUBLIC PARTICIPATION

To assist with the smooth running of the meeting, the Chair will allow members of the public present to submit questions/comments relating to items on the agenda for consideration prior to the application being heard. Individual contributions will be limited to 3 minutes. Where there is a group of objectors or supporters for an application, a spokesperson should be appointed to speak on behalf of the group. The Chair will invite the member of public to speak, after the application has been introduced.

There were none

Chair's initials _____

P/26/01/18 TO CONSIDER AND DETERMINE OBSERVATIONS ON THE FOLLOWING PLANNING APPLICATIONS:

Reference	Applicant	Details	
1) <u>25/2594/LBC</u>	Mr Rupert Thistlethwayte	Re roof south side Cadhay House, Cadhay, Ottery St Mary, EX11 1QT	
Town Council Comments; The Town Council support this application taking in to account the requirements of the two experts, DCC Historic and Environment Officer and Historic England . It is noted that a written scheme of investigation has not been submitted.			
2) <u>25/2617/FUL</u>	Mr Paul Nickels	Construction of two storey side extension and front porch 7 Taleford Villas, Taleford, EX11 1NB	
Town Council Comments; The Town Council support this application.			
3) <u>26/0051/TCA</u>	Jack Stuart	T1, T2, and T4: mixed tree species - cut back all overhanging branches to the fence line along the boundary indicated on the site plan. Prune all trees encroaching towards the buildings, providing a clearance of approximately 2- 3m from all structures. Works to include the removal of dead, damaged, and crossing branches. T3: Sycamore - cut back all overhanging branches to the fence line along the boundary indicated on the site plan. Prune to provide a clearance of approximately 2- 3m from all structures. Sainsburys Supermarkets Ltd, Hind Street, OSM, EX11 1BW	
Town Council Comments; The Town Council support this application, on the basis that the work will be carried out, outside of the bird nesting season.			
4) <u>26/0050/HRN</u>	Sir John-Michael Kennaway (Escot Estate)	The removal of 6m length of hedgrow to facilitate the installation of a 15ft getaway for access between fields Land to the North of Iron Gate Lodge, Escot Estate, OSM, EX11 1LU	
Town Council Comments; The Town Council do not support this application as no proposal has been made, that the existing access will be refilled and planted, as per the Countryside Hedgerow Act. A wildlife report would be required as the hedge is over 30 years old.			

Chair's initials _____

5)	26/0061/FUL	Justin and Rachel Llewellyn	Formation of off road parking area 2 Little Ash Cottages, Fenny Bridges, Honiton, EX14 3BL
Town Council Comments; The Town Council support this application subject to the approval of DCC Highways.			

P/26/01/19 TO RECEIVE COUNCILLORS' QUESTIONS RELATING TO PLANNING MATTERS

There were none.

P/26/01/20 DATE OF THE NEXT MEETING: TBC

Meeting concluded at 19.12 PM

Date:	Name of Chair:	Signature:
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Chair's initials _____

Chair's initials _____



Ottery St Mary Town Council

Minutes of the ORDINARY MEETING OF Finance & Strategic Planning Committee held on **Tuesday 20 January 2026 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 Dean Stewart (Chair), Janice Aherne, Richard Grainger and Vicky Johns (Mayor)
In Attendance: Kerry Kennell, Town Clerk
Minute Taker: Kerry Kennell, Town Clerk

FSP/26/01/01 APOLOGIES FOR ABSENCE

To receive apologies for absence

Apologies were noted Cllr Feasey and Cllr Peka.

FSP/26/01/02 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	No interests were declared.
Cllr Grainger	No interests were declared.
Cllr Aherne	No interests were declared.
Cllr Johns	No interests were declared.

FSP/26/01/03 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/26/01/06 - Consideration of Community Grant Applications would be discussed in Confidential Session as they include information relating to the organisation finances.

FSP/26/01/04 PUBLIC PARTICIPATION

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

There was none.

FSP/26/01/05 MINUTES

Chair's initials _____

To receive the Minutes of the Finance and Strategic Planning Committee meeting of 9th December 2025 (FSP/25/12/01 - FSP/25/12/14) by the Chair as a correct record

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

FSP/26/01/06 CONSIDERATION OF COMMUNITY GRANT APPLICATIONS

Grant applications received from Ottery St Mary Bowling Club, Hospiscare 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.

It was **RECOMMENDED** that £2,000 is awarded to Hospiscare.

It was **RECOMMENDED** that £2,000 is awarded to the Ottery St Mary Bowling Club.

It was AGREED the Clerk will provide information on the grants paid during the financial year 2025/26 at the next meeting.

FSP/26/01/07 TO CONSIDER THE NEXT STEPS REGARDING THE COUNCIL'S APPROVED STRATEGY DOCUMENTS AND MAKE DECISIONS AS APPROPRIATE

<https://www.gov.uk/government/publications/uk-town-of-culture-2028-expression-of-interest/uk-town-of-culture-2028-expression-of-interest-guidance-for-bidders#ministerial-foreword>

it was AGREED that a document should be produced to summarise the strategy documents and explain the increase in precept for 2027/28. This should be shared via the Ottery Gazette, website and Facebook.

It was **RECOMMENDED** that the final draft of the summary document is approved by the Finance Committee.

It was **RECOMMENDED** the Council apply for a Town of Culture. The deadline to express an interest is 31 March 2026.

FSP/26/01/08 TO RECEIVE AN UPDATE REGARDING THE SECTION 106 CONSULTATION

The Clerk is attending a meeting with EDDC tomorrow and the consultation should be launched shortly.

FSP/26/01/09 TO RECEIVE AN UPDATE FROM THE CLERK REGARDING ANY OUTSTANDING ISSUES AND MAKE DECISIONS AS APPROPRIATE

The Clerk confirmed that the Council has been awarded funding of £5,000 to increase CCTV in the town from the OPCC. The Clerk is seeking quotations for this work.

FSP/26/01/10 TO NOTE ANY SPECIFIC CORRESPONDENCE RECEIVED

Chair's initials _____

There was none.

FSP/26/01/11 TO RECEIVE ANY FURTHER RECOMMENDATIONS FROM MEMBERS

There were none.

FSP/26/01/12 TO RECEIVE COUNCILLORS QUESTIONS

There were none.

FSP/26/01/13 DATE OF THE NEXT MEETING: 10TH FEBRUARY 2026

Reports & Appendix 1

Meeting concluded at 18:30

Chair's initials _____

Draft

Chair's initials _____



Ottery St Mary Town Council

Minutes of the ORDINARY MEETING OF Community Infrastructure Committee [In-person] held on **Monday 19 January 2026 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 Dean Stewart, Vicky Johns, Nick Sneller (from 5.12pm), Sarah Martin (Chair) and Richard Copus.

In Attendance: Joe Williams, Kerry Kennell (Town Clerk), Geoff Chamberlain, Richard Coley, Peter Shrubsall and David Venner

Minute Taker: Kerry Kennell, Town Clerk

C/26/01/01 APOLOGIES FOR ABSENCE

To receive apologies for absence

Apologies were noted from Cllrs Peka and Bennett.

C/26/01/02 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 Johns	No interests declared.
Cllr Copus	No interests declared.
Cllr Martin	No interests declared.
Cllr Stewart	No interests declared.
Cllr Sneller	No interests declared.

C/26/01/03 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 was none.

C/26/01/04 PUBLIC PARTICIPATION

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

There was none.

C/26/01/05 TO ELECT A CHAIR (AND VICE CHAIR IF APPROPRIATE)

Chair's initials _____

Cllr Stewart prosed Cllr Martin as Chair which was seconded by Cllr Copus. All voted in favour. It was **RESOLVED** that Cllr Martin was elected as Chair.

C/26/01/06 MINUTES

To receive the Minutes of the Meeting of the Community Infrastructure Committee of 15th December 2025 (*minute refs CI/25/12/01 - CI/25/12/20*) and to approve the signing of the Minutes by the Chair as a correct record

The minutes of 15th December 2025 were approved and signed by the Chair as a correct record of the meeting.

C/26/01/07 VISIT OTTERY

- A. To receive an update regarding the Visit Ottery website

The walks on the website have been updated. Cllr Martin will be arranging a meeting with Ignyte to discuss the content of the site and how it can be improved.

- B. To receive an update regarding the Visit Ottery guide

A meeting will be arranged later this month to review and update the current guide. The Parish Church and Museum are updating the text regarding their buildings and what is available.

Cllr Sneller joined the meeting.

- C. To consider any other issues in relation to the Visit Ottery project

There are none.

- D. To consider the options regarding Visit Ottery from 1st April 2026

It was AGREED that the Visit Ottery website can be improved further, but that this does require work from the Council and wider community to keep information updated.

C/26/01/08 TO RECEIVE AN UPDATE REGARDING THE TRANSPORT STUDY NEXT STEPS AND MAKE RECOMMENDATIONS FOR THE NEXT STEPS

There is no update.

C/26/01/09 REVIEW OF 20MPH ZONE IN THE TOWN CENTRE

To consider the current 20mph zone within the town, review any available data and feedback, and discuss any recommendations for improvement or future actions as appropriate.

Cllr Sneller will provide the Clerk with a list of ideas which will then be added to an agenda.

C/26/01/10 TO REVIEW AVAILABLE GRANTS AND PROGRESS APPLICATIONS IF SUITABLE FOR COMMITTEE PROJECTS

Chair's initials _____

There were none. The Clerk will share information regarding an EDDC grant for community use buildings.

C/26/01/11 TO RECEIVE AN UPDATE ON THE WAYFINDING PROJECT FROM LHC

The draft map from LHC was reviewed. The Clerk and Cllr Martin will check the routes included on the map against the established footpaths, in particular the Pixie Path and Coleridge Link.

The Clerk will seek clarification regarding the signage at the Victoria Memorial.

The Heritage Society confirmed that they have no further plans to update any more information boards.

It was noted that the existing signs still direct people to the toilets at the Museum. This will be reviewed to see if the sign could be updated to say 'Toilets this way' directing people to Sainsburys or the Library.

The Clerk and Cllr Martin will speak to LHC regarding signage for the Church and Heritage Society.

C/26/01/12 TO CONSIDER COMMUNICATION WITH BUSINESSES WITHIN THE PARISH REGARDING SHOPPING HABITS

Cllr Martin has compiled a correspondence to send to businesses regarding the recent survey carried out in King's Reach. It will be sent via Mailchimp and the findings reviewed. Businesses will be asked whether they would like the survey to be send to the wider parish. It is hoped that the findings can be used to support local businesses and encourage wider support from the local community.

C/26/01/13 TO RECEIVE AN UPDATE REGARDING COACH FRIENDLY TOWN STATUS

The Land of Canaan Car park is being resurfaced at the end of the month. The Town Council has asked for signage to be put up by EDDC to notify residents.

C/26/01/14 TO RECEIVE AN UPDATE FROM THE EMERGENCY PLAN WORKING GROUP

There is no update.

C/26/01/15 TO RECEIVE AN UPDATE REGARDING THE OTTER RIVER CATCHMENT ACTION (ORCA) CAMPAIGN

There is no update.

C/26/01/16 TO RECEIVE AN UPDATE REGARDING FOOTPATH 46

There is no update.

C/26/01/17 TO NOTE ANY SPECIFIC CORRESPONDENCE RECEIVED

A new sign has been ordered for the Station Hub to clarify the wording regarding who can park at the Station to make it clear that those using the EV chargers are permitted to park

Chair's initials _____

there. The gates are no longer locked but it was noted that they have been closed. This will be monitored.

The Clerk will provide information regarding the usage of the chargers.

C/26/01/18 TO RECEIVE ANY FURTHER RECOMMENDATIONS FROM MEMBERS

It was AGREED that the Clerk will contact Sainsburys to ask if there are any plans to resurface the car park due to its poor condition.

The Clerk will contact the DCC Neighbourhood Highways Officer to raise concerns about the three drains in Silver Street. The Clerk will also ask him to look at the pavements within the town. Any specific issues will be reported to the Clerk or directly to DCC.

C/26/01/19 TO RECEIVE COUNCILLORS QUESTIONS

A Councillor advised EDDC are arranging a festival in Ottery in Summer 2027. The Clerk will seek further information.

Due to the poor quality of the River Otter it was asked whether this could be used as a reason to halt development in Ottery, in a similar way that happened in Axminster.

C/26/01/20 DATE OF THE NEXT MEETING: 16TH FEBRUARY 2026

Reports & Appendix 1

Meeting concluded at 18:30

Chair's initials _____

Draft

Chair's initials _____



Ottery St Mary Town Council

Minutes of the ORDINARY MEETING OF Operations Committee [In-person] held on **Monday 26 January 2026** 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 Ben Feasey (Chair), Dean Stewart, Richard Grainger and Vicky Johns (Mayor)
In Attendance: Kerry Kennell, Town Clerk
Minute Taker: Kerry Kennell, Town Clerk

O/26/01/01 APOLOGIES FOR ABSENCE

To receive apologies for absence

No apologies were received from Cllr Aherne.

O/26/01/02 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 Johns	No interests declared.
Cllr Stewart	No interests declared.
Cllr Grainger	No interests declared.
Cllr Feasey	No interests declared.

O/26/01/03 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 would be discussed in Confidential Session as they include information relating to the organisation finances.

O/26/01/04 PUBLIC PARTICIPATION

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

There was none.

O/26/01/05 MINUTES

Chair's initials _____

To receive the Minutes of the Operations Committee Meeting of 27th November 2025 (minute refs O25/11/01 - O25/11/16) and to approve the signing of the Minutes by the Chair as a correct record

The minutes of 27th November were approved and signed by the Chair as a correct record of the meeting.

O/26/01/06 STATION HUB

O/26/01/06.1 TO RECEIVE AN UPDATE REGARDING THE WORKSHOP WITH JACK CARDNO AND TO AGREE TIMESCALES

It will be checked that SPACE have everything they need to arrange for young people to attend the workshop.

O/26/01/06.2 TO RECEIVE AN UPDATE FROM SPACE AND TO MAKE DECISIONS AS APPROPRIATE

The SPACE session on 19th January was cancelled due to staff illness. A report will be requested for the next meeting.

O/26/01/06.3 TO RECEIVE AN UPDATE ABOUT THE STATION HUB, OFFICES AND PORTACABINS AND MAKE RECOMMENDATIONS AS APPROPRIATE

Tar Barrels are now using one portacabin. The gazebos and tables will be moved to other portacabin. A key safe will be installed. EDDC will be storing some basic equipment in the portacabin.

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.

O/26/01/07 COUNCIL OFFICES - TO RECEIVE AN UPDATE AND TO MAKE DECISIONS (IF APPROPRIATE)

It was AGREED that the Clerk will gather some further information to enable the Council to have an informed discussion regarding the next steps.

The Confidential session ended.

O/26/01/08 SKATEPARK - TO RECEIVE AN UPDATE AND TO MAKE DECISIONS (IF APPROPRIATE)

There are no updates.

O/26/01/09 LIBRARY

O/26/01/09.1 TO CONSIDER REPORT REGARDING THE TREES AND MAKE RECOMMENDATIONS AS APPROPRIATE

No quote has been received for this work. The Clerk will seek alternative quotes.

O/26/01/09.2 TO RECEIVE AN UPDATE REGARDING WORKS AT THE LIBRARY

Chair's initials _____

The Concrete works at Library have been completed.

It was AGREED that a sign can be put up outside of the Library by the Friends of Ottery Library to encourage support but the wording must be agreed with the Clerk and ensure it meets any regulations regarding signage near a highway.

O/26/01/10 MUSEUM - TO RECEIVE AN UPDATE AND TO MAKE DECISIONS (IF APPROPRIATE)

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.

There was a discussion regarding a communication with the Heritage Society It was AGREED that the Clerk will write to the Heritage Society to seek confirmation about some information.

It was **RECOMMENDED** that the Clerk will seek advice regarding two areas of concern at the Museum. A meeting will then be arranged with the Heritage Society to discuss the findings.

The Confidential session ended.

O/26/01/11 TO RECEIVE AN UPDATE REGARDING THE PLAYZONE FOR STRAWBERRY LANE AND TO MAKE DECISIONS (IF APPROPRIATE)

It was AGREED that due to the timescales involved soil from the PlayZone will not be used for the Station outside area problem.

Work is scheduled to start on 2nd February although this will be dependent on the weather.

O/26/01/12 OTHER PROPERTY MATTERS - TO CONSIDER ANY OTHER MATTERS RAISED BY THE CLERK

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.

Correspondence was considered in relation to the installation of the Christmas Lights. It was AGREED that the Clerk will reply sharing information from installers.

The Confidential session ended

O/26/01/13 TO NOTE ANY SPECIFIC CORRESPONDENCE RECEIVED

It was AGREED that the Clerk will confirm with EDDC whether a trader's licence is needed when someone hires the meeting room to use as a collection point, provided that no financial transactions occur on site.

O/26/01/14 TO RECEIVE ANY FURTHER RECOMMENDATIONS FROM MEMBERS

There were none.

Chair's initials _____

O/26/01/15 TO RECEIVE COUNCILLORS QUESTIONS

It was AGREED that the new owners of the Georgian House will be asked whether they would be willing to have Christmas lights across their property.

O/26/01/16 DATE OF THE NEXT MEETING: 26TH FEBRUARY 2026 AT 5PM

Reports & Appendix 1

Meeting concluded at 18:20

Draft

Chair's initials _____

Draft

Chair's initials _____