

**OTTERY ST MARY TOWN COUNCIL**

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05 March 2026

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, March 10, 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 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/26/03/01 Apologies for Absence**

To receive apologies for absence

### **FSP/26/03/02 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

### **FSP/26/03/03 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

### **FSP/26/03/04 Public Participation**

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

### **FSP/26/03/05 Minutes**

To receive the Minutes of the Finance and Strategic Planning Committee meeting of 20th January 2026 (FSP/26/02/01 - FSP/26/02/13) by the Chair as a correct record

### **FSP/26/03/06 Consideration of Community Grant Applications and correspondence relating to grant applications**

**FSP/26/03/07 To receive an update regarding the Section 106 consultation**

**FSP/26/03/08 To receive an update from the Clerk regarding any outstanding issues and make decisions as appropriate**

**FSP/26/03/09 To note any specific correspondence received**

**FSP/26/03/10 To receive any further recommendations from Members**

**FSP/26/03/11 To receive Councillors questions**

**FSP/26/03/13 Date of the next meeting: 14th April 2026**

Reports & Appendix 1



## Ottery St Mary Town Council

Minutes of the ORDINARY MEETING OF Finance & Strategic Planning Committee [In-person] held on **Tuesday 10 February 2026** at **17:00**. The meeting was held in the **Ottery St. Mary Town Council**

Present: Cllrs Ben Feasey, Dean Stewart (Chair and Deputy Mayor), Janice Aherne, Richard Grainger, Vicky Johns (Mayor) and Emily Peka

In Attendance: Kerry Kennell, Town Clerk

Minute Taker: Kerry Kennell, Town Clerk

### **FSP/26/02/01 APOLOGIES FOR ABSENCE**

To receive apologies for absence

There were none.

### **FSP/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

Cllr Johns	No interests declared.
Cllr Feasey	No interests declared.
Cllr Aherne	No interests declared.
Cllr Peka	No interests declared.
Cllr Grainger	No interests declared.
Cllr Stewart	No interests declared.

### **FSP/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

There were none.

### **FSP/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

There were none.

### **FSP/26/02/05 MINUTES**

Chair's initials \_\_\_\_\_

To receive the Minutes of the Finance and Strategic Planning Committee meeting of 20th January 2026 (FSP/26/01/01 - FSP/26/01/13) by the Chair as a correct record

The minutes of 20<sup>th</sup> January 2026 were approved and signed by the Chair as a correct record of the meeting.

**FSP/26/02/06 CONSIDERATION OF COMMUNITY GRANT APPLICATIONS AND CORRESPONDENCE RELATING TO GRANT APPLICATIONS**

Thank you letters were noted from Hospiscare, Ottery St Mary Bowling Club and Project Food. The Clerk will clarify to Project Food what needs to happen before they will be paid the additional £250.

**FSP/26/02/07 TO APPROVE THE STRATEGY AND BUDGET SUMMARY DOCUMENT FOR PUBLICATION TO THE PARISH**

Please have a look at this draft form to capture information in relation to the Strategy document - [Ottery St Mary Town Council - Annual Partner Impact Questions – Collaboration](#)

Thanks were given to Cllr Stewart for drawing the document together. It was AGREED that a page should be added for the North Ward. The document will be sent to the Ottery Gazette to be published later this month.

**FSP/26/02/08 TO RECEIVE AN UPDATE REGARDING THE SECTION 106 CONSULTATION**

The draft CommonPlace survey for Section 106 funds was reviewed. It was noted that this is a platform used by EDDC to gather the appropriate information to enable decisions to be made regarding the Section 106 funds.

It was AGREED that the Clerk will request three amendments to the survey:

- Remove a hang out spot for teenagers from the description
- Reword Question 2 to say covered structure for use for community events, music performances, picnics and shelter from the elements
- A consistent approach to whether the projects have the cost attributed to them.

It was AGREED that the Clerk will clarify the length of lease left with the Football Club.

**FSP/26/02/09 TO RECEIVE AN UPDATE FROM THE CLERK REGARDING ANY OUTSTANDING ISSUES AND MAKE DECISIONS AS APPROPRIATE**

It was AGREED that regular Engagement events should be held.

An online survey to gather information was reviewed. It was AGREED that the following amendments would be made:

Add an initial question to say 'Did you interact with the Council last year? Yes/No' If the answer is no you will be taken to the end of the form.

Chair's initials \_\_\_\_\_

It was AGREED that the amended survey will be sent to Grant recipients from this year to see if the form captures the required information. This will then be reviewed by the Committee.

**FSP/26/02/10 TO NOTE ANY SPECIFIC CORRESPONDENCE RECEIVED**

There were none.

**FSP/26/02/11 TO RECEIVE ANY FURTHER RECOMMENDATIONS FROM MEMBERS**

There were none.

**FSP/26/02/12 TO RECEIVE COUNCILLORS QUESTIONS**

There were none.

**FSP/26/02/13 DATE OF THE NEXT MEETING: 10TH MARCH 2026**

Reports & Appendix 1

Meeting concluded at 18:20

Chair's initials \_\_\_\_\_

Draft

Chair's initials \_\_\_\_\_