



## Ottery St Mary Town Council

Minutes of the ORDINARY MEETING OF Finance and Strategic Planning Committee held on **Tuesday 19 May 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 and Deputy Mayor), Janice Aherne and Ben Feasey  
In Attendance: One member of the public and Kerry Kennell, Town Clerk  
Minute Taker: Kerry Kennell, Town Clerk

### **FSP/26/05/01 APOLOGIES FOR ABSENCE**

To receive apologies for absence

Apologies were noted from Cllrs Vicky Johns (Mayor) and Richard Grainger

### **FSP/26/05/02 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 Feasey	No interests declared.
Cllr Aherne	No interests declared.
Cllr Stewart	Cllr Stewart advised this his children attend Ottery Primary School. Cllr Stewart declared that his child has attended one All Stars Cricket session at Ottery St Mary Cricket Club.

### **FSP/26/05/03 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 the supporting information for Agenda items FSP/26/05/08 - Consideration of Community Grant Applications and correspondence relating to grant applications and FSP/26/05/09- Consideration of Shop Front Fund Applications and FSP/26/05/10 To receive an update regarding the Section 106 consultation and to make decisions as appropriate (supporting information only) would be discussed in Confidential Session if appropriate.

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

*MEETING ORDER: Agenda item FSP/26/05/05 was followed by FSP/26/05/08 and then FSP/26/05/10 The meeting then continued with FSP/26/05/06 and followed the published agenda.*

**FSP/26/05/04 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/26/05/05 MINUTES**

To receive the Minutes of the Finance and Strategic Planning Committee meeting of 14th April 2026 (FSP/26/04/01 - FSP/26/04/16) by the Chair as a correct record

The minutes of 14<sup>th</sup> April 2026 were approved and signed by the Chair as a true record of the meeting.

**FSP/26/05/06 STRATEGIC ALIGNMENT AND COMMITTEE PROGRESS**

This will be completed by the Chair and Vice Chair for review at the next meeting.

**FSP/26/05/07 TO REVIEW THE TERMS OF REFERENCE AND MAKE RECOMMENDATIONS AS APPROPRIATE**

The Terms of Reference were reviewed, and it is **RECOMMENDED** that they be updated to enable the Committee to approve Community and Shop Front Fund grant applications, while retaining the option to refer applications to Full Council where considered appropriate, including in cases of a split decision.

**FSP/26/05/08 CONSIDERATION OF COMMUNITY GRANT APPLICATIONS AND CORRESPONDENCE RELATING TO GRANT APPLICATIONS**

*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 discussion was held with a representative of the Ottery Primary School PTA via Teams. It was **RECOMMENDED** that £1,990 is awarded to enable the PTA to replace and upgrade its existing PA and entertainment systems.

*The Confidential Session ended.*

**FSP/26/05/09 CONSIDERATION OF SHOP FRONT FUND APPLICATIONS**

It was **RECOMMENDED** that the following Shop Front Fund grant is awarded:

MOC Prestige Homes Ltd	£300
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It was AGREED that all successful applicants will be reminded that need to follow the appropriate planning guidance including that relating to being situated in a conservation area including the installation of LED signs.

**FSP/26/05/10 TO RECEIVE AN UPDATE REGARDING THE SECTION 106 CONSULTATION AND TO MAKE DECISIONS AS APPROPRIATE**

**Cricket Club Grant Application** – It is **RECOMMENDED** that £40,000 of Section 106 funding be awarded. It was noted that the Cricket Club would welcome additional funding but is content to progress the project with the recommended £40,000, with the caveat that, should further funding become available as a result of other projects not proceeding, the ball stop nets project may be considered for additional funding; however, it was clearly stated that this is a possibility and not a certainty, and that any such funding would be subject to review by the Council, which will allocate funds to the most appropriate project at that time, which may or may not be the Cricket Club.

**Football Club Grant Application** – It is **RECOMMENDED** that up to £40,000 of Section 106 funding be awarded.

**EDDC Commonplace Draft Report** – It is **RECOMMENDED** that the draft report be approved.

**FSP/26/05/11 TO REVIEW STANDING ORDERS AND MAKE RECOMMENDATIONS AS APPROPRIATE**

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

**FSP/26/05/12 TO REVIEW FINANCIAL REGULATIONS AND MAKE RECOMMENDATIONS AS APPROPRIATE**

The Financial Regulations were reviewed. It was noted that Councillors should have the appropriate security and firewalls. It was **RECOMMENDED** that there are no changes to the document and that it is reviewed annually unless new model regulations are released in the interim.

**FSP/26/05/13 TO NOTE THE REDEMPTION FIGURE OF THE PUBLIC WORKS LOAN AND MAKE RECOMMENDATIONS AS APPROPRIATE**

It was noted that the redemption figure as of 20th April is £143,691. The Clerk will seek clarification what the maturity date relates to as it does not correlate with the end of the loan. The Clerk will seek advice from the account regarding the implications to the Council of settling part of the loan.

**FSP/26/05/14 TO CONSIDER THE HEADS OF TERMS FOR THE SALE OF THE MUSEUM TO THE OTTERY HERITAGE SOCIETY AND MAKE RECOMMENDATIONS AS APPROPRIATE**

It was AGREED that the draft Heads of Terms will be circulated to the Committee for their input.

**FSP/26/05/15 TO CONSIDER TRANSFERRING UP TO £70,000 FROM GENERAL FUNDS TO THE ROLLING CAPITAL FUND**

It was AGREED to move £70,000 from General Funds to the Rolling Capital Fund to identify that the surplus is for capital purposes.

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**FSP/26/05/16 TO RECEIVE AN UPDATE FROM THE CLERK REGARDING ANY OUTSTANDING ISSUES AND MAKE DECISIONS AS APPROPRIATE**

There were none.

**FSP/26/05/17 TO NOTE ANY SPECIFIC CORRESPONDENCE RECEIVED**

There was none.

**FSP/26/05/18 TO RECEIVE ANY FURTHER RECOMMENDATIONS FROM MEMBERS**

There were none.

**FSP/26/05/19 TO RECEIVE COUNCILLORS QUESTIONS**

There were none.

**FSP/26/05/20 DATE OF THE NEXT MEETING: 14TH JULY 2026**

Reports & Appendix 1

Meeting concluded at 18:43

DRAFT

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