



Ottery St Mary Town Council

8 Broad Street, Ottery St Mary, Devon EX11 1BZ

PUBLIC NOTICE OF MEETING

Community Infrastructure Committee

Issued: Wednesday, 12 August 2026

Dear All,

Notice is hereby given of a public meeting of the **Community Infrastructure Committee** to be held at **5:00 PM on Monday, 17 August 2026 at Ottery St. Mary Town Council (8 Broad Street, Ottery St. Mary, Devon, EX11 1BZ)**. Members of the public and press are welcome to attend in accordance with the Public Bodies (Admission to Meetings) Act 1960. This notice is given under paragraph 10(2) of Schedule 12 to the Local Government Act 1972.

Kerry Kennell

Clerk to Ottery St Mary Town Council

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

1. Apologies for Absence

To receive and record apologies for absence. Members are reminded that the Council can only accept apologies where a valid reason is given. Local Government Act 1972, s.85(1)

2. Declarations of Interest

To receive any declarations of pecuniary or non-pecuniary interests from members in items on the agenda, and any requests for dispensations. Members are reminded of their obligations under the Localism Act 2011 s.29–34.

3. Exclusion of Public and Press

To RESOLVE that, under the Public Bodies (Admission to Meetings) Act 1960 s.1(2), the public and press be excluded from the remainder of the meeting by reason of the confidential nature of the business to be transacted.

4. Public Participation

To allow members of the public to address the Council in accordance with the Council's Standing Orders. A maximum of 3 minutes per speaker, total session 15 minutes. Public Bodies (Admission to Meetings) Act 1960, s.1 & Openness of Local Government Bodies Regs 2014; speaking via standing orders.

5. Confirmation of Minutes

To approve and sign the minutes of the previous meeting as a true and correct record. Local Government Act 1972 Schedule 12 para 41.

6. Strategic Alignment and Committee Progress

7. Visit Ottery

8. To receive an update regarding the Transport Study next steps and make recommendations

9. To review available grants and progress applications if suitable for committee projects

10. To receive an update on the Wayfinding project from LHC and make decisions as appropriate

11. To consider next steps to update the Neighbourhood Plan and make recommendations as appropriate

- 12. To receive an update regarding Coach Friendly Town status**
- 13. To receive an update from the Emergency Plan Working Group**
- 14. To receive an update regarding the Otter River Catchment Action (ORCA) campaign**
- 15. To receive an update regarding the EV charges at the Station Hub**
- 16. To consider an overarching strategy for the paths within the parish**
- 17. To receive an update regarding Footpath 46 and other footpaths in parish**
- 18. To note The Ottery Business Network meeting and make any recommendations as required**
- 19. To receive an update regarding the Ottery Gate to Plate event**

20. Correspondence Received

To note correspondence received and determine any items requiring a formal response.

21. Matters Raised by Members Not Otherwise on the Agenda

To receive brief updates or questions from members on matters not otherwise on the agenda. No decisions may be taken under this item. Members are reminded this is for information and signposting only; substantive matters should be referred to a future agenda.

22. Date and Time of Next Meeting

The next meeting will take place at 5pm on Monday 21st September at the Council Offices.

APPENDIX I — Public Documents

5. Confirmation of Minutes

2026-07-13 - Community Infrastructure Committee Meeting - Minutes.pdf



Ottery St Mary Town Council

Minutes of the ORDINARY MEETING OF Community Infrastructure Committee Meeting held on **Monday 13 July 2026 at 17:00**. The meeting was held in the **Ottery St. Mary Town Council Offices, 8 Broad Street, Ottery St Mary, Devon EX11 1AH**

Present: Cllrs Emily Peka (Vice Chair), Nick Sneller, Peter Faithfull and Sarah Martin (Chair)

In Attendance: Emma Grainger, John Waddingham, Joe Williams and Kerry Kennell, Town Clerk

Minute Taker: Kerry Kennell, Town Clerk

C/26/07/01 APOLOGIES FOR ABSENCE

To receive apologies for absence

Apologies were noted from Cllrs Vicky Johns (Mayor), and Dean Stewart (Deputy Mayor).
No apologies were received from Cllrs Robyn Bennett and Richard Copus.

C/26/07/02 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 Faithfull	No interests were declared.
Cllr Sneller	Agenda items C/26/07/11 and C/26/07/13 – Cllr Sneller declared a DPI.
Cllr Peka	No interests were declared.
Cllr Martin	No interests were declared.

C/26/07/03 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.

C/26/07/04 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.

Chair's initials _____

Meeting Order: It was **RESOLVED** to bring forward Agenda Item **C/26/07/11 AND C/26/07/15** forward to ensure the meeting was quorate for these items.

C/26/07/05 TO REVIEW THE TERMS OF REFERENCE FOR THE COMMITTEE AGAINST THE DASHBOARD TRACKER

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

C/26/07/06 STRATEGIC ALIGNMENT AND COMMITTEE PROGRESS

Cllr Martin is arranging a meeting with Cllr Feasey to discuss this. Cllr Martin will provide feedback at the next meeting.

C/26/07/07 MINUTES

To receive the Minutes of the Meeting of the Community Infrastructure Committee of 26th May 2026 (*minute refs CI/26/05/01 - CI/26/05/26*) and to approve the signing of the Minutes by the Chair as a correct record

The minutes of 26th May 2026 were approved and signed by the Chair as a correct record of the meeting.

C/26/07/08 VISIT OTTERY

- A. To receive an update regarding the Visit Ottery website
- B. To receive an update regarding the Visit Ottery guide
- C. To consider any other issues in relation to the Visit Ottery project

There is no update regarding the Visit Ottery website. Cllr Martin has sent some information to update regarding the website.

C/26/07/09 TO RECEIVE AN UPDATE REGARDING THE TRANSPORT STUDY NEXT STEPS AND MAKE RECOMMENDATIONS FOR THE NEXT STEPS

The Council are waiting for a response from DCC.

Cllr Faithfull left the meeting at 17.32

C/26/07/10 TO REVIEW AVAILABLE GRANTS AND PROGRESS APPLICATIONS IF SUITABLE FOR COMMITTEE PROJECTS

There were none.

C/26/07/11 TO RECEIVE AN UPDATE ON THE WAYFINDING PROJECT FROM LHC

Information from LHC was reviewed and the Clerk will respond accordingly.

C/26/07/12 TO CONSIDER NEXT STEPS TO UPDATE THE NEIGHBOURHOOD PLAN AND MAKE RECOMMENDATIONS (AS APPROPRIATE)

Feedback from NASH Partnership was discussed. It was **RECOMMENDED** that the Council allocate a budget for the creation of a new Neighbourhood Plan.

Chair's initials _____

C/26/07/13 TO RECEIVE AN UPDATE REGARDING THE POSSIBILITY OF A POP-UP SHOP IN TOWN AND MAKE RECOMMENDATIONS (AS APPROPRIATE)

There is no update.

C/26/07/14 TO RECEIVE AN UPDATE REGARDING COACH FRIENDLY TOWN STATUS

The Clerk will chase DCC for an update.

C/26/07/15 TO RECEIVE AN UPDATE FROM THE EMERGENCY PLAN WORKING GROUP

There is no update.

C/26/07/16 TO RECEIVE AN UPDATE REGARDING THE OTTER RIVER CATCHMENT ACTION (ORCA) CAMPAIGN

There is no update.

C/26/07/17 TO RECEIVE AN UPDATE REGARDING THE EV CHARGERS AT THE STATION HUB

Usage of the EV chargers has increased. It was AGREED the Clerk would register them on Google Maps.

C/26/07/18 TO CONSIDER A DRAFT OVERARCHING STRATEGY FOR THE PATHS ON BOTH SIDES OF THE RIVER BETWEEN OTTERY AND TIPTON AND MAKE RECOMMENDATIONS (AS APPROPRIATE)

The draft strategy was considered. Training will be arranged with DCC Public Rights of Way for the P3 co-ordinators

It was AGREED the Clerk will ask the DCC Public Rights of Way officer about the creation of QR code where problems could be reported. The Council are keen know what they can do to help to improve footpaths for those using them.

C/26/07/19 TO RECEIVE AN UPDATE REGARDING FOOTPATH 46

There is no update.

C/26/07/20 TO NOTE THE SECOND MEETING OF THE OTTERY BUSINESS NETWORK AND MAKE ANY RECOMMENDATIONS AS REQUIRED

The founder of the Ottery Business Network reported that the second meeting was very successful. He will keep the Council informed and advise when the next meeting is scheduled to take place.

C/26/07/21 TO RECEIVE AN UPDATE REGARDING THE OTTERY GATE TO PLATE EVENT

There is no update.

C/26/07/22 TO NOTE ANY SPECIFIC CORRESPONDENCE RECEIVED

There were none.

C/26/07/23 TO RECEIVE ANY FURTHER RECOMMENDATIONS FROM MEMBERS

It was AGREED the Clerk will see whether the owners of the Pesky Peacock would like to have Christmas lights.

Chair's initials _____

It was asked whether permission has been sought from DCC regarding the large banner on the roadside near Sainsburys.

It was AGREED the Clerk will ask EDDC for an update regarding EV chargers at the Land of Canaan car park.

It was discussed what options of on street EV chargers are available.

It was AGREED the Clerk will write to Sainsburys again to ask whether they will be having an EV charger installed in their car park. The Council has put in 3 x 7kw chargers which are being used.

It was noted that Active travel will be included in Neighbourhood Plan.

C/26/07/24 TO RECEIVE COUNCILLORS QUESTIONS

There were none.

C/26/07/25 DATE OF THE NEXT MEETING: 17TH AUGUST 2026

Reports & Appendix 1

Meeting concluded at 18:30

Chair's initials _____

Chair's initials _____