



Ottery St Mary Town Council

Minutes of the Planning meeting held on **Tuesday 07 July 2026** at **6:30 pm**. The meeting was held in the **Ottery St. Mary Town Council (8 Broad Street, Ottery St. Mary, Devon, EX11 1BZ)**

Present: Ottery St Mary Town Council Admin, Cllrs Richard Grainger (Chair), Richard Copus (Vice Chair), Vicky Johns (Mayor), Peter Faithfull, Janice Aherne, Sarah Martin, Ottery St Mary Town Council Clerk

One member of the public

Minute Taker: Jane Bushby - Ottery St Mary Town Council Admin

P/26/07/01 APOLOGIES FOR ABSENCE

To receive apologies for absence

Apologies received from Cllr Emily Peka

P/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 Richard Grainger	No declaration made
Cllr Richard Copus	No declaration made
Cllr Vicky Johns	No declaration made
Cllr Peter Faithfull	No declaration made
Cllr Janice Aherne	No declaration made
Cllr Sarah Martin	No declaration made

P/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

P/26/07/04 REPORTS, CORRESPONDENCE AND ITEMS REFERRED TO THE COMMITTEE

1) Appeal Ref: 6003914 - Four Elms Farm, Alfington Road, Ottery St Mary, Devon EX11 1NY - Appeal allowed – circulated to the Committee

2) Costs application in relation to Appeal Ref: 6003914 - Refused – circulated to the Committee

Chair's initials _____

P/26/07/05 MINUTES

To receive the Minutes of the Meeting of the Town Council of 9th June 2026 and to approve the signing of the Minutes by the Chair as a correct record

The Minutes of the Planning Meeting of the 9th June 2026 were signed by the Chair as a correct record

P/26/07/06 PLANNING DECISIONS RECEIVED

<u>26/0760/DOC</u>	9 Mill Street Ottery St Mary EX11 1AB	Discharge of Condition Approved
<u>26/0518/LBC</u>	Knightstone Manor, Knightstone Ottery St Mary EX11 1PP	Approval with conditions
<u>26/0860/PDQ</u>	Barn, Wiggaton, Ottery St Mary	Prior approval refused
<u>24/0307/DOC</u>	Salston Manor, Hotel Ottery St Mary EX11 1RQ	Discharge of Condition Approved
<u>26/0377/MFUL</u>	Land At Metcombe, Higher Metcombe, Ottery St Mary	Approval with conditions
<u>22/2667/FUL</u>	Land South Of Gerway Farm, Ottery St Mary , EX11 1PN	CPE approved
<u>26/1189/DOC</u>	Sunny Corner, Hind Street ,Ottery St Mary, EX11 1BW	Discharge of Condition Approved
<u>26/0994/FUL</u>	17 Shutes Mead, Ottery St Mary, EX11 1EE	Approval with conditions
<u>26/1007/FUL</u>	5 Hayne Park ,Tipton St John, Sidmouth ,EX10 0TA	Approval with conditions
<u>26/1026/LBC</u>	Ark Pottery Higher Barnes Wiggaton Ottery St Mary EX11 1PY	Approval with conditions

P/26/07/07 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.

Chair's initials _____

P/26/07/08 TO CONSIDER AND DETERMINE OBSERVATIONS ON THE FOLLOWING PLANNING APPLICATIONS:

Reference	Applicant	Details
1) 26/1139/TCA	Mrs Carol Akroyd	T1: Oak - crown lift to achieve a clearance of 4m from ground level via removal of the lowest second and third order branches. Making target pruning cuts of up to 70mm diameter. To increase light penetration and airflow beneath the canopy, improving growing conditions for the established shrub and planting below, whilst retaining the trees overall canopy and amenity value. Also, to allow pedestrian access under canopy without obstruction. T2: Oak - crown lift to achieve a clearance of approx 5.5m above ground level via removal of 5x lowest secondary branches. Making target pruning cuts of up to 80mm diameter. To increase light penetration and airflow beneath the canopy, improving growing conditions for the established shrub and planting below, whilst retaining the trees overall canopy and amenity value. Also, to allow pedestrian access under canopy without obstruction. T3: Norway Maple (Crimson King) - dismantle to ground level. This tree is suppressed by the adjacent Beech and Oak (larger established canopy trees) limiting it's future growth potential. Removal would reduce competition for light, moisture and nutrients, allowing the larger Beech and Oak to continue developing while improving the overall structure of the tree group. T4: Beech - crown lift to achieve a clearance of 5.5m from ground level via removal of 5x lowest branches, making target pruning cuts of up to 80mm diameter. To increase light penetration and airflow beneath the canopy, to provide appropriate clearance from the adjacent BT line and nearby

Chair's initials _____

			summerhouse, reducing the likelihood of branch contact whilst retaining the trees overall canopy, health and amenity value. T5: Aspen - remove the 3 lowest branches on the northern aspect, making target pruning cuts of up to 75mm diameter. To provide appropriate clearance to the adjacent BT overhead line, reducing the likelihood of branch contact whilst retaining the trees overall canopy, health and amenity value. 1 Paternoster Row, Ottery St Mary, EX11 1DP
Town Council Comments; At the time of the meeting the supporting documents were not available to view on the EDDC Planning Portal. This issue has been reported to EDDC. The Town Council are unable to support the application without sufficient supporting evidence. In particular, the lack of an arboriculturist report bearing in mind that the property is in the Conservation area.			
2)	26/0903/VAR	Mr Thomas Swift	Variation of Condition Number 2 (approved plans) on Planning Permission 24/1686/FUL (Conversion of existing office to two dwellings) Replacement of existing timber sash windows with uPVC sash windows 9 Mill Street, Ottery St Mary, EX11 1AB
Town Council Comments; At the time of the meeting the supporting documents were not available to view on the EDDC Planning Portal. This issue has been reported to EDDC The Town Council support the application, subject to the UPVC replacement windows being identical in proportions of the existing sash windows.			
3)	26/1213/FUL	Mr Ben Smith	Demolition of rear extension, construction of single storey rear extension, side porch and single storey front extension 9 Meadow Close Ottery St Mary Devon EX11 1EW
Town Council Comments; At the time of the meeting the supporting documents were not available to view on the EDDC Planning Portal. This issue has been reported to EDDC As a result, the Committee were unable to reach an informed decision at the meeting. The Committee wished to review and verify the supporting information but were unable to do so due to the unavailability of the documents. It was therefore resolved that the Clerk, in consultation with the Chair, Vice-Chair, Mayor and the rest of the Committee, would submit the Committee comments under delegated authority once the supporting documents became available for review.			
4)	26/0620/FUL 26/0621/LBC	Mr David Armour	Extension to outbuilding, demolish existing porch and construct new porch. Replacement windows and external doors, and replacement of external render. Proposed roof refurbishment and construction of a French drain around property

Chair's initials _____

			Deblins Brook Farm, Sandgate Lane, Wiggaton, Ottery St Mary EX11 1PX
Town Council Comments; At the time of the meeting the supporting documents were not available to view on the EDDC Planning Portal. This issue has been reported to EDDC The Town Council support this application subject to the recommendations of the EDDC Heritage Officer and the protected species report being considered, with regards to the breeding bats and birds, with the suitable timing restrictions and enhancements proposed			
5)	26/1205/FUL	Mr Michael and Mrs Naomi Cronk	Proposed first floor extension and ground floor single storey extensions to the East, South & West elevations Cardarroch, Ottery St Mary, EX11 1PN

Town Council Comments;

At the time of the meeting the supporting documents were not available to view on the EDDC Planning Portal. This issue has been reported to EDDC
 The Town Council support this application. Hours of work should be restricted to Monday-Friday 8am-6pm, Saturday 8am-1pm and Sunday and Bank holidays No work noise on the site.

P/26/07/09 TO RECEIVE COUNCILLORS' QUESTIONS RELATING TO PLANNING MATTERS

There were none

P/26/07/10 DATE OF THE NEXT MEETING: TBC

Meeting concluded at 19.14 pm

Chair's initials _____

DRAFT

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