Ottery St Mary Town Council

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

PUBLIC NOTICE OF MEETING

Finance and Strategic Planning Committee

Issued: Thursday, 5 November 2026

Dear All,

Notice is hereby given of a public meeting of the **Finance and Strategic Planning Committee** to be held at **5:00 PM** on **Tuesday, 10 November 2026** at **Ottery St. Mary Town Council**. 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 – 13th October 2026

To resolve that the minutes of the meeting held on Tuesday, 13th October 2026, having been circulated, be confirmed as a correct record and signed by the Chair (LGA 1972 Schedule 12 para 41).

6. Consideration of Community Grant Applications and Large Grant Applications *(Exempt)*

7. To receive an update regarding the Section 106 projects and to make decisions as appropriate

8. Finance Report / Budget Monitoring *(Exempt)*

To receive a report on income and expenditure against budget. Members are reminded of their fiduciary duty under the Local Government Act 1972 s.151 and the Accounts and Audit Regulations 2015.

9. To consider draft budget for 2027/28 and to make recommendations as appropriate *(Exempt)*

10. To review the process of data capture and baselines for strategic impacts looking at community surveys and make decisions (as appropriate)

11. Review of Council Strategy and Opportunities Arising from Local Government Reorganisation and Community Asset Transfer

12. To receive an update from the Clerk regarding any outstanding issues and make decisions as appropriate

13. Correspondence Received

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

14. Matters Arising

To note progress on matters arising from the minutes not otherwise on the agenda. For information only — no substantive decisions to be taken under this item.

15. Date and Time of Next Meeting

The next meeting will be held at 5pm on Tuesday 8th December 2026.

APPENDIX I — Public Documents

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5. Confirmation of minutes – 13th October 2026

Finance and Strategic Planning Committee-Minutes (9).pdf

Ottery St Mary Town Council — MINUTES

Finance and Strategic Planning Committee — Tuesday, 13 October 2026

Published: Thursday, 5 November 2026

Attendance

Present: Cllr Janice Aherne, Cllr Richard Grainger, Deputy Mayor Dean Stewart (Chair), Mayor Vicky Johns, Cllr Ben Feasey

Also present: Kerry Kennell — Town Clerk, Mark Hobson — Cllr

Declarations of Interest

Deputy Mayor Dean Stewart: declared a non-pecuniary interest in Item 6 — Consideration of Community Grant Applications and Large Grant Applications — Trustee of the 1st Ottery St Mary Scouts

C/26/10/001 Apologies for Absence

All councillors were present.

Deputy Mayor Dean Stewart left the meeting at 17:11 (pecuniary interest).

C/26/10/002 Declarations of Interest

No other interests were declared.

C/26/10/003 Exclusion of Public and Press

It was **RESOLVED** that, under the Public Bodies (Admission to Meetings) Act 1960, s.1(2), the public and press be excluded from the discussion of agenda items 6 Consideration of Community Grant Applications and Large Grant Applications and 9 Finance Report / Budget Monitoring by reason of the confidential nature of the business to be transacted.

C/26/10/004 Public Participation

There was none.

C/26/10/005 Confirmation of Minutes

The minutes of the previous meeting, held on 25 August 2026, were **RESOLVED** to be a true and correct record and were duly signed by the Chair.

C/26/10/006 Consideration of Community Grant Applications and Large Grant Applications

Cllr Stewart left the meeting.
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
Two members of the Ottery Scout Committee joined the meeting via Teams to discuss their grant application. It was **RESOLVED** that £1950.00 is awarded to Ottery Scouts.
Cllr Stewart joined the meeting.

UNAPPROVED MINUTES

Deputy Mayor Dean Stewart returned to the meeting at 17:30.

C/26/10/007 To receive an update regarding the Section 106 projects and to make decisions as appropriate

The Clerk provided an update. The Ottery St Mary Cricket Club project is progressing. There is no update regarding the Ottery St Mary Football Club project.
The tennis court surface will be resurfaced later this month, as will the tree removal around the tennis courts.
The Clerk has chased EDDC regarding a licence for Land of Canaan but has not received a response.

C/26/10/008 To note VAT Partial Exemption Calculation 2025/26

The VAT Partial Exemption Calculation 2025/26 was **NOTED**.

C/26/10/009 Finance Report / Budget Monitoring

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

The Finance report was reviewed and will be circulated to the Full Council at the November meeting. The Clerk will provide clarification on a couple of queries. It was **NOTED** that the Advertising budget will need to increase for 27/28 as the Council now pays for its monthly entry in The Ottery Gazette.

C/26/10/010 To review the process of data capture and baselines for strategic impacts looking at community surveys and make decisions (as appropriate)

There was a discussion regarding how this information could be captured. It was **AGREED** that Cllrs Stewart, Feasey and the Clerk will meet to discuss this further.

C/26/10/011 Review of Council Strategy and Opportunities Arising from Local Government Reorganisation and Community Asset Transfer

It was **AGREED** that Cllrs Stewart, Feasey and the Clerk will meet to review the document.

C/26/10/012 To receive an update from the Clerk regarding any outstanding issues and make decisions as appropriate

The Clerk provided an update regarding the office tenancies at the Council Offices.
EDDC have indicated that the Town Council will need to pay towards election fees for the May 2027 election. This will be included in the budget for 27/28.

C/26/10/013 Correspondence Received

Correspondence was **NOTED** from The Ottery Hound regarding their shop front fund application. It was **AGREED** that they can reapply for the next scheme due to circumstances beyond their control.

C/26/10/014 Matters Arising

There were none.

C/26/10/015 Date and Time of Next Meeting

The next meeting will be held at 5pm on Tuesday 10th November.

UNAPPROVED MINUTES

The meeting closed at 18:36.

Signed: _____

Deputy Mayor Dean Stewart
Chair of the Finance and Strategic Planning Committee

Date: _____

UNAPPROVED MINUTES