



## Ottery St Mary Town Council

Minutes of the ORDINARY MEETING OF Full Council Meeting held on **Monday 01 July 2024** at **19:00**. The meeting was held in the **Ottery St. Mary Town Council (8 Broad Street, Ottery St. Mary, Devon, EX11 1BZ)**

Present: Cllrs Richard Grainger (Mayor), Dean Stewart (Deputy Mayor), John Green, Vicky Johns, Nick Sneller, Matt Williamson, Janice Aherne, Ben Feasey  
In Attendance: Kerry Kennell, Town Clerk and one member of the public  
Minute Taker: Kerry Kennell, Town Clerk

### 1 APOLOGIES FOR ABSENCE

To receive apologies for absence

Apologies were received from Cllrs Faithfull, Lucas and Copus and DCC Cllr Bailey.

### 2 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 Grainger	No interests declared.
Cllr Feasey	No interests declared.
Cllr Williamson	Cllr Williamson declared an 'affects NRI' in relation to Agenda item 13.
Cllr Aherne	Cllr Aherne declared an 'affects NRI' in relation to Agenda item 13.
Cllr Stewart	No interests declared.
Cllr Green	No interests declared.
Cllr Sneller	Cllr Sneller declared an 'affects NRI' in relation to Agenda item 9.

### 3 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.

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

#### **4 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.

#### **5 MINUTES**

To receive the Minutes of the Meeting of the Town Council of 4th June 2024 (*minute refs 24/06/01-24/06/28*) and to approve the signing of the Minutes by the Mayor as a correct record

The minutes of 4<sup>th</sup> June 2024 were reviewed and signed as a true record of the meeting.

#### **6 TO RECEIVE REPORTS FROM THE EDDC AND DCC COUNCILLORS**

(if any)

EDDC Cllr Johns sent a written report.

EDDC Cllr Collins did not send a report.

EDDC Cllr Faithfull did not send a report.

DCC Cllr Bailey hopes to join the meeting later as she is attending another Council meeting first.

#### **7 TO CONFIRM DATE OF AN EXTRAORDINARY FULL COUNCIL MEETING REGARDING PROPOSALS AT LAND AT STRAWBERRY LANE, OTTERY ST MARY**

An extraordinary Full Council meeting will be held at 7pm on Tuesday 6<sup>th</sup> August 2024 at the Station Hub to discuss the proposals at Land at Strawberry Lane.

#### **8 PLANNING COMMITTEE**

To note the Minutes of the 10th June 2024 (*minute refs P24/06/01-P24/06/10*)

The minutes of 10<sup>th</sup> June 2024 were noted.

#### **9 ENVIRONMENT, LOCAL DEVELOPMENT AND COMMERCE COMMITTEE**

- A. To note the Minutes of the 10th June 2024 (*minute refs ELDC24/06/01 - ELDC24/06/17*)

The minutes of 10<sup>th</sup> June 2024 were noted.

- B. To consider (and approve if appropriate) recommendations from the Committee

It was **RESOLVED** that the recommendation from this meeting is superseded by actions from the Strategy Committee.

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

## 10 OPERATIONS COMMITTEE

A. To note the Minutes of the 11th June 2024 (*minute refs O24/06/01 - O24/06/17*)

The minutes of the 11<sup>th</sup> June 2024 were noted.

B. To consider (and approve if appropriate) recommendations from the Committee

It was **RESOLVED** that the Strategy Committee consider which projects the Council should be petitioning EDDC for.

## 11 STRATEGY COMMITTEE

A. To note the Minutes of the 27th June 2024 (*minute refs S24/06/01 - S24/06/12*)

The Minutes of the 27<sup>th</sup> June 2024 were noted.

B. To consider (and approve if appropriate) recommendations from the Committee

Three quotes will need to be obtained. Issues with putting solar panels on a building in the conservation area.

It was **RESOLVED** that the new Neighbourhood Plan needs to prioritise clean energy in the following areas: 1. Council properties 2. New development 3. Upgrading existing property including those in the Conservation area.

It was **RESOLVED** that the Council should focus on improving energy efficiency wherever possible and should refocus on the Climate Emergency in a meaningful way.

It was **RESOLVED** that the ELDC Committee consider what the Town Council can do to improve consistency of appearance in town and implement a minimum standard of buildings, shop fronts and homes in the town.

## 12 TO APPROVE (IF APPROPRIATE) THE APPOINTMENT OF AN AUDITOR FOR 2024/25

It was **RESOLVED** that PATAS are appointed as the internal auditor for 2024/25 at a cost of £295.

## 13 TO RECEIVE AN UPDATE REGARDING THE GOVERNOR CONSULTATION ON A PROPOSAL TO TRANSFER TIPTON ST JOHN CHURCH OF ENGLAND PRIMARY SCHOOL TO THORNE FARM, OTTERY ST MARY

It was noted that an update from the headteacher had been shared on social media but not on the school website. This indicated that most responses to the consultation were against the school moving out of Tipton St John village and this will be discussed further by governors. It was noted that the Council is not a statutory consultee in this process.

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

**14 TO CONSIDER WHETHER THE COUNCIL WISHES TO RENEW THE RAIN GAUGES IN OTTERY ST MARY AND TIPTON ST JOHN**

The Council **RESOLVED** not to renew the rain gauges in Ottery St Mary and Tipton St John.  
*Cllr Williamson abstained.*

**15 CONFIRMATION OF DECISIONS MADE UNDER THE SCHEME OF DELEGATION**

Cllrs Grainger, Stewart and Johns gave delegated authority for the Clerk to write to the Chief Superintendent and Crime Commissioner to request that a second PCSO is allocated to the area.

Cllrs Grainger, Stewart and Aherne gave delegated authority to extend the date for decoration of their shopfront grant for Able2Achieve to 31st July 2024.

Cllrs Grainger, Stewart, Lucas and Green gave delegated authority to delegated authority to extend the deadline for completion of the works until 31st July for Jo Wilson Dance.

Cllrs Grainger, Stewart and Green gave delegated authority to forward a quotation from JHH Property Maintenance for repairs on the Petanque Pavilion to the Councils insurance company.

Cllrs Grainger, Stewart, Lucas and Green gave delegated authority to delegated authority to extend the deadline for completion of the works until 31st July for White Opal Aesthetics.

**16 FINANCIAL MATTERS**

To consider and approve the June 2024 Receipts and Payments and Reconciliation reports

The June Receipts and Payments and Reconciliation reports were approved.

**17 TO CONSIDER THE BEST WAY OF MAKING AVAILABLE THE HISTORICAL INFORMATION RELATING TO THE COUNCIL OVER THE PAST FIFTY YEARS**

It was AGREED that the Clerk will liaise with Heritage Society to establish how the information could be recorded.

It was suggested that pupils from The King's School could be involved too.

**18 TO CONSIDER REPORT FROM THE MAYOR**

The Mayor attended a farewell event for Ros at Roberts. He also attended the D-Day 80 commemorative event which was attended by members of Ottery Primary School. The Mayor has met with Chair of Heritage Society. In early August the Mayor is meeting with an academic from Japan with the Heritage Society and they will visit the Beaumont House, the Parish Church and the Otari bell.

**19 TO CONSIDER REPORT FROM THE TOWN CLERK**

The Clerk reminded all Councillors that the Council is now using the Decisions App and any problems should be reported to the Clerk or to Cloudy IT. It was recommended that Councillors download the Decisions app.

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

**20 TO NOTE ANY SPECIFIC CORRESPONDENCE RECEIVED**

It was noted that the Food and Families Festival had written to ask if the Council wanted a table at their event. It was AGREED that a table will be shared with The Ottery Larder. It was AGREED that the Clerk will contact SPACE to see if they want their own table.

**21 TO NOTE ANY REPORTS PREVIOUSLY E-MAILED BY COUNCILLORS OF MEETINGS ATTENDED**

There was none.

**22 COUNCILLORS QUESTIONS ON COUNCILLORS BUSINESS**

It was noted that a car had been locked in the Station car park. The car park should only be used by users of the Station or by customers of RIO.

The Council were disappointed that at the time of the meeting polling cards had still not been delivered – a reminder that residents need to take ID with them to vote will be posted on social media and on the Council website.

Cllr Johns highlighted that in 2019, 316 Councils held events for Armed Forces Day but in 2024 only 189 Councils marked Armed Forces Day. It was noted that Armed Forces Day is on Saturday 28<sup>th</sup> June 2025. It was AGREED that Cllr Johns will ask the veterans whether they require any Council support for any commemorative events next year.

**23 DATE OF THE NEXT MEETING: MONDAY 5TH AUGUST 2024**

Reports & Appendix 1

end:

Meeting concluded at 20:17

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