

**OTTERY ST MARY TOWN COUNCIL**

Council Offices, The Old Convent, 8 Broad Street,  
Ottery St Mary. Devon EX11 1BZ  
Tel: 01404 812252  
E-mail: [clerk@otterystmary-tc.gov.uk](mailto:clerk@otterystmary-tc.gov.uk)  
Web Site: [www.otterystmary-tc.gov.uk](http://www.otterystmary-tc.gov.uk)



14 August 2024

Dear Councillors

I hereby give you notice that the **Environment, Local Development and Commerce Committee Meeting of OTTERY ST MARY TOWN COUNCIL** will be held at **16:00 on Monday, August 19, 2024**, at **Ottery St. Mary Town Council (8 Broad Street, Ottery St. Mary, Devon, EX11 1BZ)**.

All members are hereby summoned to consider the matters detailed on the agenda below.

Yours faithfully

*Kerry Kennell*

Town Clerk

**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. If you wish to comment on an item on this agenda (but don't wish to speak at the meeting) please submit this in writing by **12 noon Friday, August 16, 2024**. This will be read out under public participation for members to consider.
2. 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/Chair to prompt you.
3. For those who have no visual access to the meeting, Members will state their name before speaking and voting.
4. For those who are unable to hear, the agendas and the minutes of the meeting will be available on the Council's website.

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/Chair 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/Chair may approve an exception to this request in special circumstances

[TableOfContents]

The table of contents will be written to this page in the final PDF

## AGENDA

### **ELDC/24/08/01 Apologies for Absence**

To receive apologies for absence

### **ELDC/24/08/02 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

### **ELDC/24/08/03 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

### **ELDC/24/08/04 Public Participation**

To allow members of the public present to submit questions/comments for consideration  
Individual contributions will be limited to 3 minutes

### **ELDC/24/08/05 Minutes**

To receive the Minutes of the Meeting of the Environment, Local Development and Commerce Committee of 10th June 2024 (*minute refs ELDC24/06/01 - ELDC24/06/17*) and to approve the signing of the Minutes by the Mayor as a correct record

#### **COMMON.Reports:**

[2024-06-10 - ELDC Committee Meeting - Minutes \(1\).pdf](#)

### **ELDC/24/08/06 To review the final Quick Wins report and agree next steps**

### **ELDC/24/08/07 Coast and Country East Devon Project**

- A. To consider information provided by Ignyte
- B. To receive an update regarding the distribution of the parish guide
- C. To receive an update from the traders association in relation to the project
- D. To confirm the formation of a Tourism Action Group (TAG)
- E. To progress Tourist Information points within the town
- F. To discuss the creation of larger town maps

### **ELDC/24/08/08 To receive an update regarding becoming a Coach Friendly Town**

### **ELDC/24/08/09 To receive an update from the Emergency Plan Working Group**

### **ELDC/24/08/10 To receive an update following meeting with Bloom in Ottery**

### **ELDC/24/08/11 To investigate the installation of EV charging points at Sainsburys, EDDC car parks and the Station Hub**

### **ELDC/24/08/12 To receive an update regarding the tender request to create a new Neighbourhood Plan**

**ELDC/24/08/13** To consider communication from DCC Neighbourhood Highways Officer regarding Local Asset Capital Programme 2025 and to make recommendations

**ELDC/24/08/14** To consider actions to improve the consistency of appearance in town including consideration of implementing a minimum standard of building

**ELDC/24/08/15** To note any specific correspondence received

**ELDC/24/08/16** To receive any further recommendations from Members

**ELDC/24/08/17** To receive Councillors questions

**ELDC/24/08/18** Date of the next meeting: 15th July 2024  
Reports & Appendix 1