



Ottery St Mary Town Council

Minutes of the Environment, Local Development and Commerce Committee Meeting held on **Monday 19 August 2024 at 16:00**. The meeting was held in the **Ottery St. Mary Town Council (8 Broad Street, Ottery St. Mary, Devon, EX11 1BZ)**

Present: Cllrs John Green (Chair), Richard Grainger (Mayor), Dean Stewart (Deputy Mayor), Nick Sneller and Matt Williamson
In Attendance: Emma Grainger, Joe Williams, Kerry Kennell, Town Clerk and one member of the public
Minute Taker: Kerry Kennell, Town Clerk

ELDC/24/08/01 APOLOGIES FOR ABSENCE

Apologies were received from Cllr Stewart Lucas

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

Cllr Williamson	No interests declared
Cllr Stewart	No interests declared
Cllr Grainger	No interests declared
Cllr Green	No interests declared
Cllr Sneller	Cllr Sneller declared an 'affects NRI' in relation to Agenda item 10.

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

There were none.

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

A member of the public asked why there had been no progress report regarding Regeneration projects. Cllr Green advised that the Consultants working on the project are currently collating their findings and that there will be a public event held in early Autumn.

Chair's initials _____

Concern was raised regarding large vehicles and machinery coming through Yonder Street. It was suggested that some of this is due to diversion routes set up by Devon County Council. Cllr Stewart explained that the Callidus transport study showed that 2% of traffic coming through the town are HGV. Cars made up 80% of traffic. It was highlighted that there is not a barrier on East Hill to prevent cars from going into the ditches. This will be reported to DCC.

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 Chair as a correct record

The minutes of 10th June 2024 were reviewed and signed by the Chair as a true record of the meeting.

ELDC/24/08/06 TO REVIEW THE FINAL QUICK WINS REPORT AND AGREE NEXT STEPS

The final Quick Wins report was reviewed. The Council has also commissioned the second phase of the transport study from Callidus. The first phase has been completed. A consultation event will be arranged for mid-October which will include Transport Study Phase 2 and projects from the Quick Wins report. It was **RESOLVED** that a quotation is obtained from LHC for run the second consultation event.

ELDC/24/08/07 COAST AND COUNTRY EAST DEVON PROJECT

- A. To consider information provided by Ignyte

The Clerk will circulate the stats for the social media streams to the Committee. It was noted that the Town map has been well received.

- B. To receive an update regarding the distribution of the parish guide

Ignyte visited businesses at the beginning of July with the town maps. They will be visiting again later this month to visit those they were unable to see last time. A quote is being obtained for more Visit Ottery holders. Businesses have fed back that it is helpful to be able to give something out to people visiting the town.

- C. To receive an update from the traders association in relation to the project

There was no update.

- D. To confirm the formation of a Tourism Action Group (TAG)

Cllr Green advised that the formation of a TAG group is currently on hold whilst the current focus remains getting more members to join Visit Ottery. It was **AGREED** that Cllr Green will speak to Ignyte to see whether there is any benefit to joining their TAG until one is set up in Ottery.

Chair's initials _____

E. To progress Tourist Information points within the town

Cllr Green that advised that progressing further Tourist Information Points around the town was currently on hold. It was AGREED that the Council could investigate producing a book of maps for the parish. The Council has used social media to collect information on local walks but the response was poor and where information was provided it could not be published in the format of the guide as the walks covered too great an area.

F. To discuss the creation of larger town maps

It was **RESOLVED** that the Clerk will obtain three quotes to create the larger town maps.

ELDC/24/08/08 TO RECEIVE AN UPDATE REGARDING BECOMING A COACH FRIENDLY TOWN

An application has been submitted. It was noted that there is currently no coach parking in the Land of Canaan but EDDC have said they will reinstate the coach spaces when the car park is resurfaced which should be within this financial year. Cllr Green has spoken to Otter Nurseries regarding how they deal with coach visits. It was queried where the coaches could pick up and drop off. The spaces in the square cannot be used as they are designated to Stagecoach. It was noted that the only public toilets are those in Sainsbury's.

ELDC/24/08/09 TO RECEIVE AN UPDATE FROM THE EMERGENCY PLAN WORKING GROUP

Cllr Williamson has met with the local Flood Risk Engagement Officer from the Environment Agency. Cllr Williamson is working on a road map for next 12 months which will focus on trying to build engagement with the Community Response Team. It was noted that solutions can include routes to neighbouring parishes if needed. West Hill Parish Council would like to meet with Cllr Williamson to discuss their Emergency Plan.

ELDC/24/08/10 TO RECEIVE AN UPDATE FOLLOWING MEETING WITH BLOOM IN OTTERY

Cllr Sneller gave an update from Bloom in Ottery. Three members of Bloom in Ottery are willing to stand as a board. They need to confirm who Bloom in Ottery is, what they are and how they can obtain their objectives. Bloom in Ottery have opened a bank account and their constitution will be approved shortly. Cllr Green reiterated that the Council needs to understand what Bloom in Ottery can deliver and will then need to analyse the gap between the two and the options available. It was **RESOLVED** that by the end of September the Council need confirmation from Bloom in Ottery above what they will be able to deliver to enable the Council to work on their strategy. Suitable plants are included in the Quick Winds report.

ELDC/24/08/11 TO INVESTIGATE THE INSTALLATION OF EV CHARGING POINTS AT SAINSBURYS, EDDC CAR PARKS AND THE STATION HUB

It was AGREED that the Clerk will write to Sainsburys to ask if they have any plans to install EV charging points.

It was AGREED the Clerk will ask EDDC for an update regarding the installation of EV's in the car parks.

It was **RESOLVED** that options for the EV charging at the Station Hub will be investigated. It was noted that currently the Hub car park is locked at night which would restrict access to the facility. It was noted that slow chargers would still be a benefit to the parish.

ELDC/24/08/12 TO RECEIVE AN UPDATE REGARDING THE TENDER REQUEST TO CREATE A NEW NEIGHBOURHOOD PLAN

It has been difficult to obtain quotations for the work despite approaching six separate companies. The deadline for submission is 31st August 2024.

ELDC/24/08/13 TO CONSIDER COMMUNICATION FROM DCC NEIGHBOURHOOD HIGHWAYS OFFICER REGARDING LOCAL ASSET CAPITAL PROGRAMME 2025 AND TO MAKE RECOMMENDATIONS

It was noted that Cllrs Grainger and Lucas will compile a list for submission to DCC asap.

ELDC/24/08/14 TO CONSIDER ACTIONS TO IMPROVE THE CONSISTENCY OF APPEARANCE IN TOWN INCLUDING CONSIDERATION OF IMPLEMENTING A MINIMUM STANDARD OF BUILDING

It was AGREED that the Clerk will ask EDDC for an update on the situation about Jasmine Cottage on the junction of Sandhill Street and Batts Lane which is in an extremely poor state of repair.

It was **RESOLVED** that the Clerk will obtain a cost for vinyl for empty shopfronts which are 2m x 1m and 2m x 2m.

ELDC/24/08/15 TO NOTE ANY SPECIFIC CORRESPONDENCE RECEIVED

It was noted that an official complaint has been received by the Clerk in relation to the Coast Meets Country project and the Ottery Map. The Clerk has responded to the complaint in line with the Council Complaints Policy.

It was AGREED that a discussion will be held with Ignyte regarding whether businesses could be offered a basic level entry.

It was AGREED that a survey of businesses and discussions with the independent traders will be held before the Council makes a decision on whether to continue with the current arrangement with Ignyte to manage Visit Ottery in 2025

ELDC/24/08/16 TO RECEIVE ANY FURTHER RECOMMENDATIONS FROM MEMBERS

There were none.

ELDC/24/08/17 TO RECEIVE COUNCILLORS QUESTIONS

It was noted that the Heritage Society are interested in moving the Otari Bell from Sainsburys to in front of the Museum.

ELDC/24/08/18 DATE OF THE NEXT MEETING: 15TH JULY 2024

Reports & Appendix 1

Meeting concluded at 17:50

Signed Chair:	
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Chair's initials _____

Date:

Draft

Chair's initials _____

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