



## Ottery St Mary Town Council

Minutes of the ORDINARY MEETING OF the Full Council [In-person] held on **Monday 13 January 2025** at **19:00**. The meeting was held in the **Ottery St. Mary Town Council Offices, 8 Broad Street**.

Present: Cllrs Richard Grainger (Mayor), Stewart Lucas, Peter Faithfull, John Green (Deputy Mayor), Richard Copus, Vicky Johns, Nick Sneller, Matt Williamson, Ben Feasey and DCC Cllr Bailey

In Attendance: Kerry Kennell, Town Clerk

Minute Taker: Kerry Kennell, Town Clerk

### **C25/01/01 APOLOGIES FOR ABSENCE**

To receive apologies for absence

Apologies for absence were received from Cllrs Aherne and Stewart and EDDC Cllr Collins.

### **C25/01/02 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 Green	No interests declared.
Cllr Feasey	No interests declared.
Cllr Sneller	No interests declared.
Cllr Copus	No interests declared.
Cllr Williamson	No interests declared.
Cllr Faithfull	Agenda item C25/01/08.2 - Cllr Faithfull declared he is a trustee of the Ottery Feoffee Charity.
Cllr Lucas	No interests declared.
Cllr Johns	No interests declared. Agenda item C25/01/08.2 - During the meeting Cllr Johns declared that her husband, Rob Johns is quoting for work at the OSMFC.
Cllr Grainger	No interests declared.

### **C25/01/03 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

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transacted): to agree any items to be dealt with after the public and press have been excluded

It was **RESOLVED** that Agenda Item C25/01/08.2 Consideration of Community Grant Applications would be discussed in Confidential Session as they include information relating to the organisations finances.

#### **C25/01/04 PUBLIC PARTICIPATION**

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

There were none.

#### **C25/01/05 MINUTES**

To receive the Minutes of the Meeting of the Town Council of 2nd December 2024 (*minute refs C24/12/01-C24/12/20*) and to approve the signing of the Minutes by the Mayor as a correct record

The minutes of 2<sup>nd</sup> December 2024 were approved and signed by the Mayor as a true record of the meeting.

#### **C25/01/06 TO RECEIVE REPORTS FROM THE EDDC AND DCC COUNCILLORS**

(if any)

EDDC Cllr Faithfull reported that the new National Policy Planning Framework (NPPF) has been published with increased housing targets. Cllr Faithfull has been following the decisions of other District Councils in the area in relation to the proposals in the Government Devolution White Paper. It was noted that EDDC voted on whether they agreed with DCC delaying their elections. EDDC voted not to support the DCC decision to delay the May elections. It was noted that the White paper was published on 16<sup>th</sup> December and decisions have to be made by the District and Town Councils by 10<sup>th</sup> January. The proposition is that in 2026 a shadow Council would be elected in to take over in 2027.

EDDC Cllr Johns sent a written report.

EDDC Cllr Collins sent a written report.

DCC Cllr Bailey will join the meeting later.

#### **C25/01/07 PLANNING**

##### **C25/01/07.1 TO NOTE THE MINUTES OF 16TH DECEMBER 2024 (MINUTE REFS P/24/12/01-P/24/12/10) AND 7TH JANUARY 2025 (MINUTE REFS P/25/01/01-P25/01/10)**

The minutes of 16<sup>th</sup> December 2024 and 7<sup>th</sup> January 2025 were noted.

##### **C25/01/07.2 TO NOTE FEEDBACK FROM FENITON RESIDENTS IN RELATION TO SITE OTRY\_20 AND FUTURE PLANNING APPLICATIONS ON THIS SITE**

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The feedback from Feniton residents in relation to site Otry-20 was noted.

**C25/01/08 FINANCE**

**C25/01/08.1 TO NOTE THE MINUTES OF 9TH DECEMBER 2024 (MINUTE REFS F/24/12/01-F24/12/)**

The minutes of 9<sup>th</sup> December 2024 were noted.

**C25/01/08.2 TO CONSIDER (AND APPROVE IF APPROPRIATE) RECOMMENDATIONS FROM THE COMMITTEE**

*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.*

*Cllr Faithfull and Cllr Johns left the meeting.*

<b>Organisation</b>	<b>Amount requested</b>	<b>Recommendation</b>
OSM Foodbank	£750	It was <b>RESOLVED</b> that £750 is awarded
OSM Football Club	£2,000	It was <b>RESOLVED</b> that £2,000 is awarded.
Ottery Feoffee Charity	£2000	It was <b>RESOLVED</b> that no grant is awarded.

*The Confidential Session was closed.*

It was **RESOLVED** that:

- The cost of running the Council should be covered by the Precept
- The room hire costs for the Council Offices and the Station will be reviewed when appropriate. The charges for the Council Offices will not be reviewed until after redecoration and the installation of IT equipment has taken place.
  - That an indicative amount of £5,000 should be included in the budget for the implementation of the planting strategy. *Cllr Sneller abstained.*
  - That the Grant budget is increased to £25,000.

It was noted that the Council hopes to run the Shop Front Grant scheme again but the policy should be reviewed to consider what happens where businesses move on. The Council would also like to consider creating a document stating a minimum standard of shop fronts. It was AGREED this should be considered by the Planning Committee and ELDC Committee.

It was **RESOLVED** that:

- £85,000 remains in a Barclays savings account
- £85,000 is moved to a 90 day notice period account with Hinkley and Rugby Building Society

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- The remainder of the savings is transferred to The Public Sector Deposit Fund with the CCLA.

**C25/01/08.3 TO APPROVE THE BUDGET FOR 2025/26**

It was **RESOLVED** to approve the budget for 2025/26. *Cllr Faithfull abstained.*

**C25/01/08.4 TO APPROVE THE PRECEPT FOR 2025/26**

It was **RESOLVED** to approve the Precept at £319,330.00 for 2025/26. *Cllr Faithfull abstained.* It was **AGREED** that the Council will publish a statement explaining the rationale behind the increase in the Precept.

**C25/01/09 TO CONSIDER TRAFFIC CONCERNS RAISED BY RESIDENTS FROM NORTH STREET**

*DCC Cllr Bailey joined the meeting.*

Concerns from residents were noted regarding North Street. It was **AGREED** that the DCC Neighbourhood Highways Officer will be invited to visit the site with DCC Cllr Bailey and representatives from the Town Council.

**C25/01/10 TO RECEIVE REPORTS FROM THE EDDC AND DCC COUNCILLORS**

DCC Cllr Bailey reported that she has chased up on several occasions regarding the 20mph scheme for Ottery town. It is hoped this will be installed in February/March. Cllr Bailey reported that DCC voted to delay the May elections. Cllr Bailey voted against that decision and feels that there should be elections. There is no update regarding Tipton St John Primary School.

**C25/01/11 TO APPROVE THE TERMS OF REFERENCE FOR THE WORKING GROUP CONSIDERING SAFE CYCLE AND PEDESTRIAN ACCESS**

It was agreed that the Terms of Reference will be updated to state that the Chair of the Working Group must be a Councillor and to change the wording to say "along Strawberry Lane." It was **RESOLVED** to approve the Terms of Reference for the Working Group

**C25/01/12 TO APPROVE THE TERMS OF REFERENCE FOR THE WORKING GROUP FOCUSING ON IMPROVING THE COUNCIL ENGAGEMENT WITH YOUNGER MEMBERS OF THE COMMUNITY**

It was agreed that the Terms of Reference will be updated to state that the Chair of the Working Group must be a Councillor. It was **RESOLVED** to approve the Terms of Reference for the Working Group

**C25/01/13 TO RECEIVE AN UPDATE REGARDING THE PROPOSAL TO TRANSFER TIPTON ST JOHN CHURCH OF ENGLAND PRIMARY SCHOOL TO THORNE FARM, OTTERY ST MARY**

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There was none.

**C25/01/14 CONFIRMATION OF DECISIONS MADE UNDER THE SCHEME OF DELEGATION**

- Cllrs Grainger, Green and Stewart gave the Clerk delegated authority to sign a 'List of Documents' as requested by the Council's solicitor.
- Cllrs Grainger, Stewart, Green and Lucas gave delegated authority for the Clerk to accept the cost for 2024/25 for the cleaning of the toilets at Ottery St Mary Library of £2,966.10 + VAT.

**C25/01/15 FINANCIAL MATTERS**

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

The December 2024 Receipts and Payments and Reconciliation report were approved.

**C25/01/16 TO CONSIDER HOW THE COUNCIL COULD IMPROVE THEIR ENGAGEMENT WITH YOUNGER MEMBERS OF THE COMMUNITY (AND MAKE DECISIONS IF APPROPRIATE)**

This agenda item is a duplicate of agenda item C25/01/11.

**C25/01/17 TO CONSIDER REPORT FROM THE MAYOR**

The Mayor attended the EDDC Strategic Planning Committee meeting and read out the letter that the Council had sent EDDC. The Mayor also attended the Christmas Afternoon Tea event for volunteers at the Council Offices which was well attended. The Mayor has also presented the prizes at the Ottery Writers Awards annual awards. The Mayor also joined a Teams meeting with Cllrs Green, Feasey and Lucas, the Clerk and SPACE to discuss the plans for the sessions moving forwards. This will be discussed in more detail at the next Operations Committee meeting.

**C25/01/18 TO CONSIDER REPORT FROM THE TOWN CLERK**

The Clerk reminded all Councillors about the importance of attending training sessions run by DALC. This is of particular importance to the newer members of the Council and those that have not completed their induction courses. If any Councillor wishes to attend training they will notify the Clerk. The Clerk reminded the Council that they should highlight if they are having any problems accessing the agenda and supporting documentation. If necessary the Clerk will arrange for Cloudy IT to run a session for those Councillors experiencing difficulties accessing the information.

**C25/01/19 TO NOTE ANY SPECIFIC CORRESPONDENCE RECEIVED**

It was noted that a letter from Emma Hardy, MP, who is the Parliamentary Under Secretary of State has been sent to Richard Foord, MP with an update regarding Coleridge Bridge. It is hoped that the bridge will reopen in time for the Autumn school term. It was AGREED that the Council will write to Richard Foord to ask that he takes to parliament that the

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Environment Agency form should be updated to include a 'Risk to Life' tick box as was discussed at the meeting that took place at the Coleridge Bridge.

It was noted that a Wiggaton resident has written on behalf of the village working group to request that a 20mph zone is installed. DCC Cllr Bailey advised that DCC have not reopened their scheme but individual Town and Parish Councils can pay for it themselves if it meets DCC criteria. Both Alfington and Tipton St John residents have previously voiced that they would like a 20mph zone. It was AGREED that the Council will write to DCC to ask whether there is any reason that Tipton St John, Wiggaton and Alfington could not have a 20mph zone, and if so what the cost of installation will be. The Council could then consider this.

It was noted that Gittisham Parish Council have written to EDDC to voice their concerns regarding the site selection process for the Draft Local Plan.

**C25/01/20 TO NOTE ANY REPORTS PREVIOUSLY E-MAILED BY COUNCILLORS OF MEETINGS ATTENDED**

There were none.

**C25/01/21 COUNCILLORS QUESTIONS ON COUNCILLORS BUSINESS**

The Clerk will send out an email to the Council to set up the first meeting for each Working Group. The initial meetings will be held on Teams.

**C25/01/22 DATE OF THE NEXT MEETING: MONDAY 3RD FEBRUARY 2025**

Meeting concluded at 21:00

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