



Ottery St Mary Town Council

Minutes of the ORDINARY MEETING OF ELDC Committee In-person] held on **Monday 20 January 2025** at **17:00**. The meeting was held in the **Ottery St. Mary Town Council Offices, 8 Broad Street, Ottery St Mary EX11 1BZ**

Present: Cllrs John Green (Chair), Stewart Lucas (Vice Chair), Richard Grainger (Mayor), Dean Stewart and Nick Sneller
In Attendance: Kerry Kennell, Town Clerk
Minute Taker: Kerry Kennell, Town Clerk

ELDC/25/01/01 APOLOGIES FOR ABSENCE

To receive apologies for absence

Apologies were received for Cllr Matt Williamson.

ELDC/25/01/02 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 were declared.
Cllr Lucas	No interests were declared.
Cllr Stewart	No interests were declared.
Cllr Grainger	No interests were declared.
Cllr Sneller	Agenda item ELDC/25/01/14 - Cllr Sneller declared a personal interest as a founding member of Bloom in Ottery.

ELDC/25/01/03 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 transacted): to agree any items to be dealt with after the public and press have been excluded

There were none.

ELDC/25/01/04 PUBLIC PARTICIPATION

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

A member of the public highlighted that there has been movement in the river which could affect Footpath 46. They will keep the Council and DCC Public Rights of Way updated.

Chair's initials _____

ELDC/25/01/05 MINUTES

To receive the Minutes of the Meeting of the Environment, Local Development and Commerce Committee of 19th November 2024 (*minute refs ELDC24/11/01 - ELDC24/11/18*) and to approve the signing of the Minutes by the Chair as a correct record

The minutes of 19th November 2024 were approved and then signed by the Chair as a true record of the meeting.

ELDC/25/01/06 TO REVIEW REPORT FROM CALLIDUS AND MAKE RECOMMENDATIONS AS APPROPRIATE

It was **RESOLVED** that the report is a comprehensive record of the process and can be published. It was **AGREED** that a simplified version needs to be made to be published to the community. It was noted that the timings of the recent traffic lights were equal and that did not reflect the traffic flow at certain times of the day.

It was **AGREED** that a single agenda ELDC Committee meeting will be arranged to discuss this further.

It was **AGREED** that EDDC will be asked for an update regarding the new Local Plan. It was **RECOMMENDED** that additional Callidus time should be made to facilitate a discussion with EDDC as/when required.

ELDC/25/01/07 COAST AND COUNTRY EAST DEVON PROJECT

A. To consider information provided by Ignyte

There was no update from Ignyte.

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

There was not update from the traders association.

C. To review the [Glide Distribution report](#) from 2024 and [2025](#)

The Glide Distribution reports were reviewed.

D. To consider running another Glide campaign

It was **AGREED** that a price will be obtained to distribute 1,500-2,000 remaining leaflets as the previous distributions has worked very well.

E. To consider the next steps in relation to the project

It was **RESOLVED** that a discussion of the future production of the Visit Ottery leaflets and large town maps will be included on the agenda for the next ELDC meeting.

Information will be sought from businesses to discuss the value of the project so far. The direction that this takes next will need to be decided. It was noted that the contract with Ignyte

Chair's initials _____

ends at the the end of March. It was felt that the local businesses need to be involved in deciding the next steps. It was AGREED that the Clerk will ask EDDC for an update on their Tourism policies.

ELDC/25/01/08 TO RECEIVE AN UPDATE REGARDING BECOMING A COACH FRIENDLY TOWN
EDDC are having a meeting to discuss this. Cllr Vicky Johns will be attending.

ELDC/25/01/09 TO REVIEW THE SHOP FRONT GRANT SCHEME POLICY AND CONSIDER TIMESCALES FOR WHEN THE SCHEME SHOULD BE RUN AGAIN

The current Shop Front Grant Scheme was reviewed. It was **RECOMMENDED** that the Policy is approved subject to the following amendments.

- Clarification that the scheme is open to public houses
- Increase maximum claim amount from the Council from £500 to £600
- Start date for the scheme: 15th March 2025
- Deadline for applications: 31st May 2025
- Earliest work date: 1st October 2024
- Latest completion date: 30th September 2025

ELDC/25/01/10 CONSIDERATION OF SETTING A MINIMUM STANDARD FOR SHOPFRONTS WITHIN THE TOWN

There was a discussion regarding what could be enforced. It was AGREED that the Clerk will write to EDDC Cllrs Johns, Faithfull and Collins to gain a greater understanding of EDDC Conservation policies and the enforcement powers that they have.

It was felt that residents and business owners have a moral obligation to the community to maintain their properties, especially within the conservation area.

ELDC/25/01/11 TO RECEIVE AN UPDATE FROM THE EMERGENCY PLAN WORKING GROUP
There is not one.

ELDC/25/01/12 TO RECEIVE AN UPDATE REGARDING THE POSSIBILITY OF EV CHARGING POINTS AT SAINSBURYS, EDDC CAR PARKS AT THE STATION HUB

The Clerk is struggling to obtain quotations to install EV charging points at the Hub. It was noted that there is a need for houses without charging facilities/spaces outside of their home.

ELDC/25/01/13 TO AGREE THE NEXT STEPS REGARDING THE CREATION OF A NEW NEIGHBOURHOOD PLAN FOR THE PARISH

It was AGREED that the Committee will review this in March once a decision has been made regarding devolution in Devon.

ELDC/25/01/14 TO RECEIVE AN UPDATE REGARDING THE PROPOSED PLANTING STRATEGY AND TO AGREE NEXT STEPS (IF APPROPRIATE)

The Council have allocated a £5,000 budget to deliver a planting strategy to the town. It was noted that Sidmouth pay EDDC Streetscene for their planting.

It was AGREED that the Clerk will ask EDDC if they have the capacity and if so, what would the cost be?

Chair's initials _____

It was AGREED that the Clerk will write to Otter Garden Centre, Rainbow, Devon Lavender and In Focus asking if they would be interested.

The Clerk will obtain two more quotations.

It is hoped that volunteers will be able to help with watering and the maintenance of the planters. Cllr Lucas will speak to the traders regarding whether they are arranging their own hanging baskets and whether they require any support from the Council.

ELDC/25/01/15 TO NOTE ANY SPECIFIC CORRESPONDENCE RECEIVED

There was none.

ELDC/25/01/16 TO RECEIVE ANY FURTHER RECOMMENDATIONS FROM MEMBERS

It was noted that a temporary bus stop was set up during recent roadworks in Broad Street. It would be useful to know how this worked for residents.

ELDC/25/01/17 TO RECEIVE COUNCILLORS QUESTIONS

There were none.

ELDC/25/01/18 DATE OF THE NEXT MEETING: TBC

Reports & Appendix 1

Meeting concluded at 18:30

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