



**MINUTES OF THE TOWN MATTERS COMMITTEE
THURSDAY 19TH JULY 2018 AT THE GUILDHALL TOTNES**

Present: Councillors J Sweett (Deputy Chair), J Hodgson, P Paine, B Piper, K Sermon, R Vint and L Webberley.

Apologies: Cllrs G Allen, R Hendriksen and M Parker.

In Attendance: Sara Halliday (Administrator).

No	Subject	Comments
1	To appoint a Deputy Chair of Committee.	Cllr Sweett declared a wish to stand as deputy chair. This was nominated by Cllr Hodgson, seconded by Cllr Piper and agreed by unanimous vote.
2	To receive apologies and to confirm that any absence has the approval of the Council.	It was resolved to accept the apologies.
	<i>The Committee will adjourn for the following items:</i>	
	A period of 15 minutes will be allowed for members of the public to ask questions or make comment regarding the work of the Committee or other items that affect Totnes.	There were no members of the public present.
	<i>The Committee will convene to consider the following items:</i>	
3	To discuss any matters arising from the minutes of: <ul style="list-style-type: none"> a) People Committee 14th June 2018 b) Place Committee 28th June 2018 	<p>Matters arising:</p> <p>3a Item 3 – It was AGREED that the Christmas Markets would be an agenda item for a future meeting.</p> <p>3a Item 5 – Fusion has allocated funding for a new hoist and has completed an assessment of the associated equipment.</p> <p>3a Item 6 – It was AGREED that the library consultation should be put on the TTC website.</p> <p>3b Item 4 – A letter of objection has been sent to SHDC about the proposed diversion of footpath No.2. It was AGREED to request a site visit with the SHDC case officer.</p>
4	To make recommendations on the following planning applications: <ul style="list-style-type: none"> 4.1) 2064/18/FUL – Conversion of existing redundant agricultural barn to new dwelling. Bourton Linhay, Bourton Lane, Totnes, TQ9 6LA. 4.2) 1891/18/FUL – External alterations to existing building including new cladding, windows and doors. Parkers Barn, Parkers Way, Totnes, TQ9 5UF. 	<p>Applications available on the SHDC website – www.southhams.gov.uk</p> <p>Support, subject to the SHDC Air Quality Action Plan officer confirming that conversion of this barn to a residential dwelling would not compromise any future proposals for traffic management across this land.</p> <p>Support. The Committee would seek assurances that the timber cladding meets building and fire regulation requirements.</p>

	<p>4.3) 1129/18/FUL – New dwelling in front garden. 4 Argyle Terrace, Totnes, TQ9 5JJ.</p> <p>4.4) 1987/18/LBC – Listed building consent to replace slate roof to lean-to on east side elevation, with standing-seam zinc sheeting with 2no. fixed glazed roof lights on south side of roof. Change location of back door to south side of lean-to and internal alterations to stud walls. West Hill House, 10 Leechwell Street, Totnes, TQ9 5SY.</p> <p>4.5) 2077/18/HHO – House application for new single storey extension to rear and new porch to front of property. 10 Walnut Close, Totnes, TQ9 5GF.</p> <p>4.6) 2263/18/HHO – Householder application for demolition of outhouse and erection of new single-storey extension. 29 Higher Westonfields, Totnes, TQ9 5RA.</p> <p>4.7) 1755/18/HHO – READVERTISEMENT (Revised Plans Received) Householder application for enlargement of rear extension and construction of rear dormer. 33 Christina Park, Totnes, Devon, TQ9 5UR.</p>	<p>Cllr Hodgson declared a personal interest. Objection for the following reasons:</p> <ul style="list-style-type: none"> • Concerns about the parking provision for the new property. • Concerns about ongoing flooding at Malt Mill Lane. The Committee seeks assurance that this development would not be a contributing factor to this problem. • The planned dwelling is unneighbourly, over massing the plot in terms of size and height. <p>Objection. The proposed plan is detrimental to the visual impact in a conservation area. The Committee would recommend re-using the slate on the roof.</p> <p>No objection.</p> <p>No objection.</p> <p>No objection.</p>
<p><u>NOTE: Cllrs JH and RV observe and do not vote on any applications which would potentially be discussed at a Development Management Committee meeting at SHDC.</u></p>		
5	<p>To consider a request for Totnes to become a 'Plastic Free Community'.</p>	<p>There was discussion of the practicalities of TTC signing up to be a zero single plastic use office. Ideas for segregated bins to facilitate more recycling in the Civic Hall and Market Square were suggested. To RECOMMEND to Full Council that:</p> <ul style="list-style-type: none"> • TTC supports the Plastic Free Community project and its aims and objectives; • TTC appoints Councillor(s) as representative(s) on an outside body once the Plastic Free Community Steering Group is set up; and • TTC asks advice from Plastic Free Totnes of ways to minimise TTC plastic waste and invite SHDC to attend.
6	<p>To consider a regular programme of Link Councillor updates to the Town Matters Committee.</p>	<p>It was AGREED that regular link councillor updates would be included in the agenda. This did not preclude link councillors bringing urgent items to the</p>

		Town Matters Committee as required (provided that the request is received 7-10 days in advance to be included in the agenda). Reminders will be sent to all Link Councillors in advance of the Committee.
7	To update on the 'Battle's Over – A Nation Remembers' event on 11th November 2018.	<p>An update was given of local events on 11th November planned by St Mary's Church (a grant application for a silhouette installation, and Image Bank photographs of the dedication of the War Memorial, in addition to the usual morning service of remembrance) and the Royal British Legion (who will launch the 'Thank You' campaign on 5th August, 100 days before the 11th November). Totnes Museum is considering an exhibition focussed on the local war effort. The Air Training Corps and Brownies wish to be involved in the TTC-organised 'Beacon of Light' on Kingsbridge Hill. Ideas from Councillors for events building up to the beacon lighting include holding a candlelit procession from the War Memorial to Kingsbridge Hill, and the reading out of the names of the dead by the Town Crier (blowing out a candle to signify the loss of a life). [Post-meeting note: Totnes no longer has a Town Crier.]</p> <p>The Administrator explained that there is not sufficient Council Officer resource to manage this event. It was AGREED that the wider community needs to know that TTC supports these commemorations and ask for their input. To RECOMMEND to Full Council that an article is drafted for the Totnes Times setting out the planned events for the town and looking for volunteers to come forward to organise specific elements.</p>
8	<p>To note the following event request received by SHDC:</p> <p>8.1) Totnes Raft Race, 1000-1700hrs on Sunday 30th September, on Vire Island and Longmarsh car park.</p>	Noted.
9	To note the proposed date of the next meeting of the Town Matters Committee – Thursday 20th September 2018 at 7.00pm in the Guildhall.	Noted.
The Committee will be asked to RESOLVE to exclude the press and public "by reason of the confidential nature of the business" to be discussed and in accordance with the Public Bodies (Admission to Meetings) Act 1960.		
10	To consider a request for a new play area.	See Part 2 minutes.

CHAIR