



**DRAFT MINUTES OF THE TOWN MATTERS COMMITTEE
THURSDAY 22ND NOVEMBER 2018 AT THE GUILDHALL TOTNES**

Present: Councillors R Hendriksen (Chair), G Allen, J Hodgson, P Paine, B Piper, J Sweett, R Vint and L Webberley.

Apologies: Cllrs M Parker and K Sermon.

In Attendance: Cllr A Simms and SHDC Cllr J Birch; Sara Halliday (Administrator).

No	Subject	Comments
1	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.	<p>Cllr Birch raised the issue of the South Hams District Council (SHDC) Executive voting to introduce pay-on-entry to the public toilets in Totnes as he was concerned that Totnes Town Council (TTC) may not have been adequately consulted. District Councillors are considering taking the matter to the SHDC Overview and Scrutiny Committee if procedure seems to have failed.</p> <p>The Committee would support District Councillors pursuing a delay on the decision on the installation of the pay-on-entry at the Steamer Quay toilets as there had been insufficient time for TTC to consider the proposal (the Town Clerk was notified on 16th November, after this agenda had been circulated, and the SHDC Executive met w/c 19th November).</p> <p>Cllrs Hodgson and Webberley updated on the Proud2Be rainbow street art proposal in the High Street (between the Civic Square and the Butterwalk). The design would be long wavy lines to avoid any confusion that it could be misinterpreted as a pedestrian crossing. Some Councillors expressed concern about safety on a public highway, as the colours and pattern could appeal to small children. Cllr Webberley will request that this item is placed on the December Full Council agenda.</p>
	<i>The Committee will convene to consider the following items:</i>	
2	To receive an update from the organisers of the Friday evening Totnes Youth sessions.	Representatives from Fusion and Youth Genesis spoke about the youth nights, which have now been running for seven weeks. So far 57 different young people have attended, mainly aged between 11-13, with attendance ranging from 11 attendees the first week, peaking at 29, and averaging around 20 each week. Activities include swimming and gym access every week, with an additional activity offered. Feedback is being gathered on the activities held, and the young people have been asked for their ideas for future activities. The young people do not

		<p>need to participate in the activities – the venue can be used as a safe space for gatherings of friends chatting during the evening. There have been no reports of anti-social behaviour to date. Youth workers have spent the first few weeks getting to know the young people and building trust, and hope to learn more about any personal problems over the coming weeks. Youth Genesis would like to recruit and train local volunteers to help and act as street workers to build an inclusive atmosphere in and around Borough Park as a whole (groups are still gathering in the park, but they have not caused any problems).</p> <p>Councillors thanked Fusion and Youth Genesis for their work to date and the positive start that has been made, and for taking time to update them.</p>
3	<p>To discuss any matters arising from the minutes of 18th October 2018. (Note: already agreed through Full Council.)</p>	<p>Matters arising:</p> <p>Item 2.10 – Totnes Rugby Club has not contacted TTC. To RECOMMEND to Full Council that TTC tries to set up a meeting between Totnes Rugby Club, KEVICC (as the Elmhirst site could be a potential location for the club), SHDC and TTC to discuss the options.</p> <p>Item 7 – The previous work of the Town Team will be reviewed by those taking forward Public Realm works that are planned in 2019. It was AGREED that the Town Matters Committee would move towards using projected images for planning discussions in Committee.</p>
4	<p>To make recommendations on the following planning applications:</p> <p>4a) 3687/18/FUL & 3688/18/LBC – Listed building application for 2 storey rear extension to existing listed building. Bull Inn, High Street, Totnes, TQ9 5SN.</p> <p>4b) 3672/18/FUL – Erection of dwelling (previous consent now lapsed – 56/0506/08/F). Proposed dwelling 47 Westonfields, Totnes, TQ9 5QX.</p> <p>4c) 3671/18/FUL – Installation of a single 10m column with two LED lights to illuminate an area of land for Devon Air Ambulance to use during the hours of darkness. Borough Park, Borough Park Road, Totnes, TQ9 5XW.</p> <p>4d) 3636/18/LBC – Listed Building Consent for alterations to include replacement of existing lean-to to side to form boot room, laundry, storage, work to existing walls. Enlargement of</p>	<p>Applications available on the SHDC website – www.southhams.gov.uk</p> <p>Support in principle, but the Committee objects to the proposed external walls materials and finishes (metal) and would wish to see the extension use the same materials and finishes as the existing wall (painted render and slate hanging).</p> <p>No objections.</p> <p>No objections.</p> <p>No objections.</p>

	<p>basement window to provide French doors to lounge area, reduce door opening to form window, replacement of basement windows and doors, new railings to rear elevation. New door between basement kitchen and lounge. 4 Seymour Villas, Pathfields, Totnes, TQ9 5QR.</p> <p>4e) 3108/18/FUL – Application for change of use of building to operate a dog day care and dog walking business. Unit 4, Burke Road, Totnes, TQ9 5XL.</p> <p>4f) 3364/18/LBC – Listed building consent for general works to external rainwater pipework. The Sail Loft, St Peter’s Quay, Totnes, TQ9 5EW.</p>	<p>No objections.</p> <p>No objections.</p>
5	<p>To note or make recommendations on the following tree works orders:</p> <p>Works to Trees in a Conservation Area:</p> <p>5a) 3540/18/TPO – T1: Beech – crown height reduction by 8 metres, lateral reduction by up to 3 metres on all sides, heavy die back in crown; T2: Ash – Fell, leaning heavily over lane and adjacent residential dwellings, heavy die back in crown; T3, T4: Ash – crown height reduction by 5 metres, lateral reduction on all sides by 2 metres, heavy die back in crown. Trees End Yard, Harpers Hill to Tristford Cross, Totnes, TQ9 7RY.</p> <p>5b) 3603/18/TCA – T1: Greengage – Fell, post mature, poor form, too close to wall, replanted with new fruit tree. 51 Fore Street, Totnes, TQ9 5NJ.</p>	<p>Applications available on the SHDC website – www.southhams.gov.uk</p> <p>The Committee would ask that the SHDC Tree Officer undertakes a site visit to clarify the extent of the die back in all trees and advise on the requirement of the proposed work.</p> <p>No objections. However, the Committee would request that a replacement stone fruit tree is planted.</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>		
6	<p>To receive updates from the Elderly and Vulnerable People Link Councillors.</p>	<p>Cllr Westacott had provided a written update of the work of the Totnes League of Friends.</p> <p>Cllr Webberley updated on her work with the social housing tenants facing eviction by South Devon Rural Housing. To RECOMMEND to Full Council that TTC writes to SHDC objecting to the change in housing policy which creates emergency housing stock by evicting tenants, and that additional housing should be purchased or developed to fulfil these requirements.</p>
7	<p>To review the draft Emergency Plan.</p>	<p>To RECOMMEND to Full Council that it approves the Emergency Plan as drafted and that any additions are made as required.</p> <p>Gritting of Fore Street and High Street is not included in the Emergency Plan (see Item 11).</p>

8	To consider the South Hams District Council consultation options for the Council Tax Reduction Scheme.	<p>The Committee notes that:</p> <ul style="list-style-type: none"> • these proposals have been put forward to align Council Tax reductions for eligible residents to be in line with Universal Credit now being rolled out; • Universal Credit has only recently been implemented in Devon and there are a number of difficulties and issues emerging for those who are eligible for this support; • many of the problems are connected to the monthly payments and the difficulty this poses for residents and households on low income. <p>To RECOMMEND to Full Council that it responds to the consultation and proposes a moratorium on any changes to the Council Tax Reduction Scheme for at least six months while:</p> <ul style="list-style-type: none"> • introductory problems with Universal Credit are addressed so as to prevent any potential compounding of financial difficulties this could cause; and • any necessary changes to the Council Tax Reduction Scheme can be tuned to a more considered, workable and better understood Universal Credit system has been implemented. <p>TTC would also like to know if an impact study has been conducted to assess the impact of the proposed options on: disabled people; self employed; families with more than two children; and low income families.</p>
9	To note planning application 3511/18/CLE – lawful development certificate for existing use of mobile home and bathroom extension as a residential dwelling with residential curtilage. Hideaway, Harpers Hill, Totnes, TQ9 5GG.	Cllr Paine declared a pecuniary interest and left the meeting. All Councillors declared a personal interest as they know Cllr Paine. The application was noted. Cllr Paine re-joined the meeting.
10	To note the Devon Local Flood Risk Management Strategy Update October Newsletter.	Noted.
11	To note the Devon Highways Winter Maintenance and Snow Warden updates.	<p>Cllr Vint suggested that Totnes needs its own strategy for gritting Fore Street and High Street, and that given the impact of snow on trade the Chamber of Commerce should be consulted.</p> <p>It was AGREED that:</p> <ul style="list-style-type: none"> • self-help is important, and that Totnes would be best served by a number of snow warden volunteers who would cover different areas of the town; and • information about gritting routes and grit bin locations in the town should be put on the TTC website, Facebook and Twitter over the coming weeks and re-posted before forecast icy weather, with details of who to contact for getting grit bins refilled.

12	To note the Devon County Council Disabled Parking and Control of Waiting (No. 15) Amendment Order in relation to a proposed mandatory disabled bay in Broomborough Drive, Totnes. [Note: the deadline for comments was 15th November 2018]	Noted.
13	To update on the precept setting timetable.	The draft budget will be considered by the Council Matters Committee on 10 th December 2018, which all Councillors are invited to attend. The draft budget will then go to Full Council on 7 th January 2019 for ratification.
14	To make a recommendation for Full Council on the formal consultation for the Baltic Wharf Public Path Varying Order 2018, Footpath No. 2 Totnes.	To RECOMMEND to Full Council that: <ul style="list-style-type: none"> • it agrees the Public Right of Way indicated by route EFB; • it requests that the path shown in blue [through the Baltic Wharf development] is designated a Public Right of Way, not just a permitted access route. • Public access to riverside remains a key concern and TTC would wish to see this protected in the Phase 2 development.
15	To note the date of the next meetings of the Town Matters Committee – Thursday 20th December 2018 at 7.00pm	Noted.

CHAIR