



**DRAFT MINUTES OF THE TOWN MATTERS COMMITTEE
THURSDAY 21ST FEBRUARY 2019 AT THE MASONIC HALL TOTNES**

Present: Councillors R Hendriksen (Chair), J Hodgson, P Paine, B Piper, and R Vint.

Apologies: Cllrs G Allen, M Parker, K Sermon and J Sweett.

Not Present: Cllr L Webberley.

In Attendance: Sara Halliday (Committee and Cemetery 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.	No members of the public were present.
	<i>The Committee will convene to consider the following items:</i>	
2	To note or make recommendations on the following tree works orders: Works to Trees in a Conservation Area: 4a) 0322/19/TCA – T1: Ash – Remove branch growing closest to building, deadwood removal (exempt). 3 Seymour Villas, Pathfields, Totnes, TQ9 5QR.	No objection.
3	To make recommendations on the following planning applications: 5a) 0332/19/FUL – Construction of a new three storey private residence on a brownfield site currently occupied by three garages. Garages 7, 9 and 11 Christina Park, Totnes, TQ9 5UT. 5b) 0125/19/HHO & 0126/19/LBC – Householder application and listed building consent application for alterations and extensions. Fairfield, Plymouth Road, Totnes, TQ9 5LH.	Objection for the following reasons: <ul style="list-style-type: none"> • The impact of a 3 storey building on the visual amenity from the ‘Chicken Run’ green space. • No off-road parking – parking provision should be integral to the property to ensure emergency vehicle access at all times through Christina Park. • Large windows at the rear of the property will produce light spillage onto the ecological corridor (as will any external lighting). Councillors request the views of: officials at Devon Highways on the impact of this development on accessibility of the Christina Park road; and the South Hams District Council Tree Officer on the four trees that will be felled to facilitate the development. Cllr Piper declared a personal interest. No objection.

	<p>5c) 0276/19/FUL – Removal of 4no. sand storage silos and erection of 3no. new sand storage silos. Foundry and Fabrication Totnes Ltd, Babbage Road, Totnes, TQ9 5JD.</p> <p>5d) 0174/19/HHO – Retrospective householder application for rear dormer. 7 Cistern Street, Totnes, TQ9 5SP.</p> <p>5e) 0218/19/LBC – Listed Building Consent for installation of rooflight (retrospective). 52 Fore Street, Totnes, TQ9 5RP.</p> <p>5f) 0227/19/HHO – Householder application for demolition of existing garage and construction of new garage with garden room/studio, ancillary to main dwelling (revision to planning consent 3993/17/HHO). Greystones, Weston Road, Totnes, TQ9 5AH.</p> <p>5g) 0229/19/FUL – Proposed AC condensing unit to rear elevation and new conservation style signage to front elevation. 9 Fore Street, Totnes, TQ9 5DA. & 0230/19/ADV – Advertisement consent for non-illuminated painted wooden fascia with flat cut aluminium text & pod and heritage conservation style wooden projection sign fit to existing bracket. 9 Fore Street, Totnes, TQ9 5DA.</p> <p>5h) 0208/19/LBC – Listed building consent for remedial works to the first floor boundary timber framed wall. Gallery House, 10 High Street, Totnes, TQ9 5RY.</p> <p>5i) 0242/19/LBC – Listed building consent application for alterations to garage/studio/workshop building including enlargement of single storey rear extension. The Hermitage, South Street, Totnes, TQ9 5DZ.</p>	<p>No objection.</p> <p>The Committee would request a condition that requires the dormer to be faced with hung slate, rather than timber, which would be in keeping with neighbouring properties in the conservation area.</p> <p>No objection.</p> <p>No objection. As previously registered, the Committee has no objection to the plans as drafted as long as the proposed garden room/garage is used only as ancillary to the main dwelling and that conditions to approval ensure that it is not used as a separate dwelling or for a commercial concern.</p> <p>No objection.</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>		
4	<p>To discuss any matters arising from the minutes of 24th January 2019. (Note: already agreed through Full Council.)</p>	<p>Public Session – Cllr Vint has spoken to an economics group about stand alone cash machines and will update Cllrs when he has further information. Cllrs suggested possible locations for housing an ATM could be under the ramp at the Methodist Church or at Birdwood House.</p> <p>Item 3 – Resolved by Full Council. The proposed design for the new Public Spaces Protection Order signs have been circulated to all Cllrs for comment.</p>

		<p>Item 5 – Resolved by Full Council and the Town Clerk has written as requested. It was AGREED to have a future agenda item about general building safety in the town, inviting local builders to participate in discussions.</p> <p>To RECOMMEND that in the time before SHDC Building Control makes its report, Totnes Town Council erects heras fencing between the stone pillars of 39 High Street to prevent pedestrians walking under the unstable building frontage.</p> <p>Item 6 – The draft policy has been circulated to Cllrs for comment which will be considered at Full Council in March.</p> <p>Item 7 – Cllr Hodgson updated that a meeting about the Totnes-Littlehempston cycle path was held with Dave Black, Devon County Council Head of Planning, Transportation and Environment. Mr Black took an action to meet with South Devon Railway.</p> <p>Item 9 – A data copy of the Open Register has been purchased, and the relevant personal details will be passed to Cllrs Allen and Sweett.</p>
5	To consider the proposed schemes in the draft Totnes Town Council Transport Policy and Strategy.	Cllr Hendriksen reminded Cllrs that the Totnes and District Traffic and Transport Forum would meet on 27 th February at 7pm upstairs in the Dartmouth Inn to continue scoring the schemes. Cllrs reviewed Section D – Larger and longer-term schemes. Cllr Paine commented that the health and safety aspects of the schemes needs to be thoroughly considered.
6	To note updates from the Open Spaces, Sports Provision and Leisure Link Councillors.	Cllr Hodgson reported that there was not much to add on the Skate Park from the update given in January, other than the contractor needs to be pressed to hold quarterly update meetings as originally planned.
7	To note the certification of Public Footpath No. 5 Public Path Diversion Order 2017, following the completion of the railway footbridge.	Noted.
8	To note the minutes of the 'Totnes Supporting Fairtrade' meeting on 6 th February 2019.	Noted. Cllr Vint asked if Fair Trade products are being used in the Council Offices. Cllr Hodgson said that the 'Fairtrade Town' signs should have been in place in January and that she is chasing progress.
9	To note an update on the current draft (v3) South West Marine Plan, circulated by the South Devon Area of Outstanding Natural Beauty Unit.	Noted.
10	To confirm the requirement for a Town Matters Committee in April – options are 18 th (Thursday before Easter) or 25 th .	It was agreed that if required a Committee will be held on Thursday 25 th April 2019.
11	To note the date of the next meetings of the Town Matters Committee – Thursday 21st March 2019 at 7.00pm in the Guildhall.	Noted.