**MINUTES OF THE PLANNING AND PLACE COMMITTEE**

**THURSDAY 22nd SEPTEMBER 2016 AT THE GUILDHALL TOTNES**

Present: Councillors R Adams (Chair), Hendriksen, Hodgson, Paine, Vint and Whitty

In Attendance: Laura Shearer (Planning Officer), Steve Peacock (Totnes Times), one member of the public

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| No | Subject | Comments |
| 1 | To receive apologies and to confirm that any absence has the approval of the Council. | There were no apologies. |
|  | *The Committee will adjourn for the following items:* |  |
|  | 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 was one member of the public in attendance who would like the Town Council to disassociate themselves from the Park & Ride plans provided by the Duke of Somerset’s estate. |
|  | *The Committee will convene to consider the following items:* |  |
| 2 | To address any matters arising from the minutes of the meeting of 1st September. | There were no matters arising. |
| 3 | To make recommendations on the following planning applications:    3.1) 2643/16/FUL – Erection of 8 dwellings and associated works. Development site at SX 8136 5985, West of Weston Lane, Totnes. Applicant: Linden Homes South West. (Planning Officer: Rachel Head CS)  3.2) 2512/16/HHO – Householder application for first floor extension to form bedroom. 3 Birchwood Close, Totnes, TQ9 5GB. Applicant: Mr & Mrs M Hilton. (Planning Officer: Sara de Barros)  3.3) 2410/16/COU – Change of use from offices to residential. The Gothic House, 4 Bank Lane, Totnes, TQ9 5EH. Applicant: Nicholas Smith. (Planning Officer: Michelle Bennett LH)  3.4) 0929/16/FUL – \*Revised proposed parking plan\* - Extension to existing petrol filling station kiosk. Morrisons Service Station, Station Road, Totnes, TQ9 5JR. Applicant: Wm Morrisons Plc. (Planning Officer: Michelle Bennett GB)  3.5) 2482/16/HHO – Householder application for proposed single storey front extension (resubmission of 1407/16/HHO). Hazeldene, Totnes Down Hill, Totnes, TQ9 5ES. Applicant: Mr N Cowan. (Planning Officer: Rachel Head LH)  3.6) 2580/16/HHO – Householder application for extension to dwelling. 10 Baring Cottages, Weston Lane, Totnes, TQ9 5AP. Applicant: Mr & Mrs Laver. (Planning Officer: Sarah Carroll)  3.7) 2437/16/HHO – Householder application for erection of boundary fence (retrospective). 35 The Carrions, Totnes, TQ9 5XX. Applicant: Miss F Lygo. (Planning Officer: Sarah Carroll)  3.8) 2569/16/LBC – Application for listed building consent to replace window sill, replace window, replace front door, replace porch light. 10 Castle Street, Totnes, TQ9 5NU. Applicant: Mr A J Mead. (Planning Officer: Michelle Bennett RG)  3.9) 2681/16/HHO – Retrospective householder application to insulate external walls and clad with cedar, replace plastic windows and doors with timber. Winfrith, Weirfields, Totnes, TQ9 5JS. Applicant: Mr P Bond. (Planning Officer: Sarah Carroll) | Cllrs feel certain this is in the Berry Pomeroy (BP) parish, the following views will therefore be sent to the BP Clerk:  Cllrs would object to this development on account of it not being a designated site within the development boundary. If this were to go ahead as a ‘Rural exception site’ Cllrs would expect a minimum of 50% affordable housing.  Cllr R Adams declared a personal interest.  No objection.  No objection.  No objection.  No objection.  No objection. Councillors feel this is in-keeping with the surrounding area.  Cllrs would like this to be referred to the Public Rights of Way office to ensure there is no obstruction from the gate to the footpath. There are no other objections.  No objection.  Cllrs Vint and Whitty declared a personal interest.  No objection.  NOTE: Cllrs JH and RV observed and did not vote on any applications which would potentially be discussed at a Development Management Committee meeting at SHDC. |
| 4 | To note or make recommendations on tree works decisions and orders:  **Works to Trees in a Conservation Area:**  4.a) 2794/16/TCA – Fell bay tree and replace with acer palmatum bloodgood. 3 Seymour Villas, Totnes, TQ9 5QR. Applicant: Mr Tom King.    **Works to Tree Preservation Order Trees:**  **To note the following decisions:**  4.b) 1931/16/TPO – Works to beech trees within A1 Order. Southfield Windows, Babbage Road, Totnes, TQ9 5JA. GRANT of conditional consent.  4.c) 2358/16/TCA – Row of conifers Fell. Castle Cottage, Collins Road, Totnes, TQ9 5PL. GRANT of conditional consent. | Cllrs would prefer that a healthy tree is not removed.  These were noted. |
| 5 | To discuss the use of an interactive screen at meetings, including the specification needed, how this will be stored and the possibility of moving locations to accommodate this. | Councillors would like the Planning Officer to price up some options of a tablet or laptop which is easy to use, reliable, portable and has a screen size of A3 or larger. |
| 6 | To receive a report from Councillor Vint regarding the protection of community spaces, to include the Civic Square and Leechwell Garden. | Cllr Vint informed the meeting that the Leechwell Garden committee will look at registering the garden as a Local Green Space and an Asset of Community Value – they will also liaise with the Neighbourhood Plan group. The Chamber of Commerce will also look at registering the Civic Square as an Asset of Community Value.  The Planning Officer will also draft a registration for the Civic Square on behalf of the Town Council. |
| 7 | To comment on the New Premises Licence Application for the Totnes Brewing Co Ltd for which Councillor R Adams will be making a representation. This includes extended hours for the supply of alcohol and provision for recorded and live music, on and off the premises. | It was agreed that Cllr R Adams will make a representation on this application. Without having details on the opening hours of other licensed venues in town, Cllrs felt that the following closing times were appropriate:  Closing at 11pm Sunday to Thursday  Closing at 12pm Friday, Saturday, Bank Holiday Sundays and special events like New Year’s Eve. |
| 8 | To note or discuss SHDC DMC decisions since the last meeting. | There were no decisions to note. |
| 9 | To note minutes of community groups:   * Traffic and Transport Forum * Neighbourhood Plan | There were no minutes to note.  There were no minutes to note. |
| 10 | To note the date of the next meeting – **13th October 2016 at 4pm** in the Guildhall | This was noted. |

ENDED at 5.40pm

MAYOR