

**AGENDA FOR THE PEOPLE COMMITTEE  
THURSDAY 8<sup>th</sup> JUNE 2017 AT THE GUILDHALL OFFICES TOTNES**

You are hereby SUMMONED to attend the meeting of the People Committee, which is to be held in the Guildhall, Totnes on **Thursday 8<sup>th</sup> June at 9.45am** for the purpose of transacting the following business:

No	Subject	Comments
1	To receive apologies and to confirm that any absence has the approval of the Committee.	
	<i>The Committee will adjourn for the following item:</i>	
	<i>Public Engagement: 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.</i>	
	<i>The Committee will convene to consider the following items:</i>	
2	To deal with any matters arising from 11 <sup>th</sup> May 2017.	Minutes attached.
3	To consider a Community Engagement Plan.	Document enclosed.
4	To review the Link Councillors following the new committee memberships from 18 <sup>th</sup> May 2017.	List enclosed.
5	<i>NP and OSSR&amp;WB Policy review.</i> Note: OSSR&WB Policy is on the TTC website under the NP section.	
6	Update on 18 <sup>th</sup> Birthday cards to young people within the town and to consider the proposal to offer the Guildhall for the politics students to hold debates sponsored by the TC.	Cllr Sweett Document enclosed.
7	To consider the National Association of Local Councils' letter inviting councils to light a beacon on 11 <sup>th</sup> November 2018 as part of the First World War commemorations.	Document enclosed.
8	To consider the Seafarers UK invitation to fly the Red Ensign for Merchant Navy Day on 3 <sup>rd</sup> September 2017.	Document enclosed.
9	To note the South Hams District Council consultation on parking permit proposals.	Documents enclosed (sections 6 and 7).
10	To consider the request for TTC support for a festival of body acceptance, 13 <sup>th</sup> -15 <sup>th</sup> October 2017.	Document enclosed.
11	To note the Totnes Sub-Aqua Club's offer to clean up the Mill Leat.	
12	To diary the date of the next meeting – Thursday 13 <sup>th</sup> July at 9.45am	

Sara Halliday  
Administrator

**MINUTES OF THE PEOPLE COMMITTEE**  
**THURSDAY 11<sup>th</sup> MAY 2017 AT THE GUILDHALL OFFICES TOTNES**

**Present:** Cllr A Simms (Chair), Cllr M Elliot-Smith, Cllr J Sweett, and Cllr R Vint

**In Attendance:** Catherine Marilton (Town Clerk), Sara Halliday (Administration), and Public

**Apologies:** Cllr T Whitty, Cllr R Hendriksen, Cllr K Sermon

**Not present:** Cllr B Piper

No	Subject	Comments
1	To receive apologies and to confirm that any absence has the approval of the Council.	The apologies from Cllrs Hendriksen, Sermon and Whitty were accepted and noted.
<i>The Committee will adjourn for the following item:</i>		
	Public Engagement: 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.	Laura Howe (resident of Totnes) expressed concern about the level of homelessness and begging in the town, and presented a paper setting out the services available. The Committee thanked Ms Howe for her work and it was <b>AGREED</b> that she should share her findings with Caring Town Information Exchange.
<i>The Committee will reconvene to consider the following items:</i>		
2	To deal with any matters arising from 13 <sup>th</sup> April 2017.	Minutes agreed.  Item 3 – Agreed by Full Council.  Item 6 – Agreed by Full Council. It was <b>AGREED</b> that TCC should request a copy of the DCC letter to inform the TTC letter.
3	Review of the Caring Town service.	The Town Clerk gave an update on the work of Caring Town which is funded until the end of June 2017 and is assisting 5-6 people a day on average. The Caring Town Information Exchange also has training initiatives which community groups and TTC staff can benefit from. It was agreed to <b>RECOMMEND</b> to Full Council that funding is continued for a further 12 months.
4	To consider the siting of the Devon Air Ambulance within the Town and the implications for the Town Council.	Toby Russell from the Devon Air Ambulance Trust updated on the potential landing sites in Totnes and Bridgetown. The Borough Park option appears to be the best option and DAAT suggested that this proposal is advanced to get one site in the town, whilst a Bridgetown option is explored in more detail. It was agreed to <b>RECOMMEND</b> to Full Council support for the Borough Park option. If agreed, further information on planning permission and public engagement would be required.
5	Emergency/Severe Weather Plan policy review.	Cllr Vint updated on the cold weather plan and suggested dividing the town into units with a designated snow warden. It was <b>AGREED</b> that information on emergency lighting options in the Civic Hall is required and clarification about key holding arrangements.
6	To consider a Community Engagement Plan.	To be carried forward to the next meeting.
7	To consider the input of the Link Councillors whose relevant responsibilities would come under the remit of	It was <b>AGREED</b> to: review Cllr's links at the next meeting, following the new committee memberships after 18 <sup>th</sup> May 2017; to stress the importance of the link councillor role; and to encourage groups to give 10 minute presentations to future People Committee meetings.

	the Committee.	
8	NP and OSSR&WB Policy review.	To be carried forward to the next meeting.
9	Update on 18 <sup>th</sup> Birthday cards to young people within the town and to consider the proposal to offer the Guildhall for the politics students to hold debates sponsored by the TC.	Cllr Sweet updated on the potential number of young people turning 18 a year based on Electoral Roll records, and ideas from printers for designs for a card. TTC Administration advised that an email has been sent to the Information Commissioner's Office to ensure that information is being used in accordance with the Data Protection Act. It was <b>AGREED</b> to bring this item to the next meeting following receipt of ICO advice.
10	To note an increase in places at Bidwell Brook School, Dartington.	Noted.
11	To note the change in grounds maintenance arrangements for the 'China Blue' sponsored roundabout.	Cllr Simms <b>AGREED</b> to speak to China Blue about the implications.
12	To diary the date of the next meeting.	Thursday 8 <sup>th</sup> June at 9.45am

Totnes Town Council.

January 2014

Paper on Community engagement for endorsement by the Town Council at the February Full Council meeting – Working Group of people Committee.

**Community Engagement Plan for Totnes Town Council 2013-2015:  
Why have we seen it as a priority to develop and enhance our Community  
engagement policy? What has changed?**

- The changing economic circumstances have brought about a major shift in the way Local Government needs to work with its communities. DCC and SHDC have considerably fewer resources. More will be expected of us. We need to be closer to the needs and wishes of our community and to actively engage as many as we can in helping to resolve the inevitable challenges ahead
- In times of austerity the Council welcomes the opportunity to work in partnership with individuals and groups in the community who are willing to share their considerable knowledge, experience and skills
- We want to ensure that all of community have access to all of our decision making processes including how we use our precept
- We want to be sure that we have systems in place that enable us to reach out to *everyone*, individuals and groups, the softest voices and the loudest and those in between
- We want to respond to the requests from community groups to work in closer partnership so that town enhancement projects have some legitimacy and are tackling the TC's identified priorities

**How has this paper come about?**

- The People Committee with the endorsement of Full Council established a working group to develop a draft policy.
- The group has met several times and has generated many ideas. The group has explored a wide range of practical suggestions for how it could enhance its communications and engagement with the community and attempted to assess feasibility and timescales for their implementation.
- To enable the policy to be based on the Town Council's interaction with individuals and groups in the town it devised a series of questions which will help to hold councillors and the Town Council to account for their actions and activities.

# Draft Community Engagement Policy

## The Statement of Principle:

(this statement describes the beliefs of the Council and drives the policy statements.  
It will not change unless the Council's beliefs in its value as a principle changes)

*Totnes Town Council believes strongly that in order to function efficiently it must have effective community dialogue and engagement. This principle must be backed by a clear Policy and a measurable set of actions and activities leading to regular reports.*

## The Policy:

(these policy statements should be regularly evaluated and revised where necessary by the People Committee for endorsement by FC)

### It is our Policy to Ensure:

- that best endeavours will be made to inform, involve and include **each individual** in the prioritisation work and decisions of the Town Council
- that best endeavours will be made to inform, involve and include **all groups** in our town in the prioritisation work and decisions of the TC
- that systems and good methods are in place to ensure that the voices of individuals and groups are heard by the TC
- that the TC has systems and methods in place to acquire balanced viewpoints and evidence to support its decision making
- that the role of the Councillor and the Council is clearly communicated in relation to individuals and groups
- that each individual and group has clearly described two way lines of communication with the Council

### Questions our community members should ask of us with a suggested set of answers.

( These answers have evolved from the discussions in the working group and their ideas for enhancing what we currently do. Some of them we do already; others suggest a change, in some cases a radical change.

The group has started to cost out and to describe the training or organisational needs of any change. )

### How do I get my voice heard?

#### As an individual:

- I can come to the Guildhall one hour before the Council meeting to talk with Councillor representatives
- I can contact any councillor by email or by using the contact details published
- Councillors will actively seek my views even if I do not wish to attend meetings; this will happen by use of the web, online forums, visible consultation opportunities in easily accessible places around the town and occasional visits to my street by a representative councillor.
- I can speak to any Councillor I meet around the town
- I can raise issues at Public Question Time at the beginning of the Council meetings
- I can attend all public consultations and town meetings and speak or join in the group discussions
- I can attend meetings which will sometimes be held local to me such as in Bridgetown or Follaton
- I can write letters, email or telephone the Council office and expect a response within.....?..hours
- I can attend a number of new opportunities to drop in and give my opinions on major issues of importance for the town

- Respond to online surveys

#### **As a group:**

- As for the individual plus:
- We can develop a strong partnership with the relevant link councillor who will take our views directly to committees and/or full council
- Ensure that minutes from our meetings get to all councillors and any key issues acknowledged via the link councillor
- Invite the mayor to our key events and expect attendance from the mayor or a delegated representative
- Attend a number of new listening events set up to encourage interest and engagement in key issues such as the Town/community/neighbourhood plan

#### **What do we expect in response to the voices, viewpoints and ideas from individuals and groups:**

- Acknowledgement of that the issues we might raise will be heard in a fair and balanced way
- That the council will follow up key issues by widening the discussion where appropriate and carrying out any necessary research to obtain a balanced view
- That it will use the information that we and others provide to influence its strategic priorities and sue of resources

#### **How do I know what my Town Council is doing?**

- I will be informed through the published agendas and minutes of all council committees and meetings: these will be found on the TC website, on notice boards at.....on facebook??
- A report of TC activities will be in a quarterly newsletter
- Through regular ( how many, how often) public meetings which will be an opportunity for me to hear what the TC is doing and to share views and ideas. It will also be a chance for groups to meet up and network

#### **What do my councillors do?**

- There will be a role description which will help all of us to understand what they can expect from their councillor
- I can find out through the minutes of meeting, the newsletters and town meetings
- Each Councillor will be a Link Councillor: linked to a key issue, a town group and or a town activity

#### **What does the Mayor do?**

- There is a role description which will let everyone know what they can expect from the mayor which is primarily a civic role linking the history of the town with present day
- The mayor's engagements for the month will be published at each Full council meeting for acceptance by the FC
- The mayor will be proactive in offering to attend AGMs and will use that opportunity to ensure that everyone is informed about how they can engage in the work of the council

#### **How can I be involved in how the budget (town precept) is set?**

- Through attendance at committee and council meetings and by contacting councillors to suggest spending priorities : NB: All meetings to agree the annual town budget are held in public in January: Prior to these meeting the Operations committee will have reviewed the town's annual expenditure :Councillors put forward their proposals about how to apportion the Town's money in January

#### **How do I know what is going on in my town?**

- Through the enhanced use of the website and social media : integrated communications system with the TIC
- More visible TC: consider moving from the Guildhall or find ways of increasing accessibility for all
- From local Radio stations such as Soundart
- Through the quarterly newsletter

### **How do I get information and advice and the support I need?**

- More visible Councillors: regular surgeries, web presence enhanced
- Councillors and Council staff will be better informed about what groups and services exist in the town so that they can pass on information and direct people to local support where appropriate
- Closer links between TC and SHDC and Locality officer from DCC to ensure more effective support is available to all

### **How can I get involved?**

- Attend events, engage online, speak to your councillor, drop in to the events the Council will be holding to listen to your opinion

### **What can I expect from Town meetings?**

- They will be well worth attending as they will help to shape the direction of the town
- At one of these meetings each year there will be a formal report of the work of the Town Council
- I will be made to feel really welcome
- It will be easy for me to have my views heard
- They will be well facilitated and notes will be made and published
- They will be well advertised and there will be a chance for people **to continue to give their views online**

## **So What Happens Next?**

**If the Town Council is to meet the expectations of individual residents and of groups in the town as listed above, there needs to be some changes in the current practices of the Council and its Councillors.**

**What follows is the bare bones of an action plan. In order to implement the policy Council and Councillors will need to consider and undertake the following:**

These are some of the recommendations which have been suggested within a detailed Action/Implementation Plan; they relate directly to the series of questions set out above that the public might ask. These action points affect the operation and role of Council and Councillors and as such need to be considered and agreed.

There are cost implications but these have been agreed to be included into the current precept ; a large number incur minimal or no costs as they are changes in working practices both in the Council and its administration:

### **Key Action Points:**

- Enhancement and integration of IT facilities
- All Councillors to be trained in use of IT and social media
- Lead Councillors role to become Link Councillors with a job description
- We need to write a role description of a Councillor which emphasises the importance of

## Communications

- We need to review the Civic Role of the Council as the face of and contact with the Community
- We need to set up a full council meeting rota and publicise the opportunity to “have your say to a Councillor” on any topic to give open access to any member of the community – listening advice Sessions
- We need to openly discuss the issue of the visibility and accessibility of the current Guildhall base for the Council office and meetings
- We need to establish a working group to oversee the setting up and management of Town meetings and listening events
- Publish a newsletter on a quarterly basis and consider paper and e-newsletters or both!
- Review the use of the Annual Town meetings and have 6 monthly or quarterly meetings.
- Using other buildings around the Town for committee meetings
- Opening up and reviewing Council property for both community use and development for the benefit of the community

## Reccomendations:

It is recommended that:

- ❖ Councillors are invited to a single item meeting to enable all to fully understand the implications of the Policy and Actions
- ❖ Councillors are invited to join the working group to develop a full implementation plan with costings and timescale.



ITEM 4

LINK COUNCILLORS

Link Councillors	
Business and Employment	Cllr Rosie Adams Cllr Margie Barker Cllr Mark Elliot-Smith
Cultural Links	Cllr Marion Adams Cllr Rosie Adams Cllr Nick Hart-Williams
Elderly and Vulnerable People	Cllr Judy Westacott Cllr Mark Elliot-Smith
Young People	Cllr Jo Sweet Cllr Jacqi Hodgson Cllr Kate Sermon
Heritage	Cllr Tony Whitty Cllr Ben Piper
Open Space, Sports Provision, Leisure	Cllr Tony Whitty Cllr Robert Vint Cllr Mark Elliot-Smith
Traffic and Transport	Cllr Robert Vint Cllr Andy Simms
Environment and Sustainability	Cllr Jacqi Hodgson Cllr Robert Vint

## ITEM 6

### ADVICE ON USE OF ELECTORAL ROLL IN SENDING 18<sup>TH</sup> BIRTHDAY CARDS

The following advice has been received into TTC Offices' enquiries about using information held on the Electoral Roll for the purpose of TTC sending 18<sup>th</sup> birthday cards:

Electoral Commission: Parish Councils are supplied with a copy of the register of electors for the purpose of checking that a person is entitled to attend and participate in a parish meeting or to take any action on behalf of the parish only. The information contained in the register is not to be used for any other reason and therefore I do not feel that sending birthday cards to those turning 18 would be permitted under the legislation.

Information Commissioners Office: The information held in the Open Register could be used for this purpose – the Council would need to purchase this information from SHDC.

9 MAY 2017

## **BATTLE'S OVER – A NATION'S TRIBUTE**

Dear Colleagues,

On 3 August 1914, Britain's foreign minister, Sir Edward Grey, was looking out of his office window. It was dusk, and gas lights were being lit along London's Mall, leading to Buckingham Palace, when he remarked to a friend, "The lamps are going out all over Europe; we shall not see them lit again in our lifetime".

Our country was about to be plunged into the darkness of the first world war (WW1), and it would be four long years before Britain and Europe would again experience the light of peace.

In commemoration and remembrance of the end of the war and the many millions who were killed or came home dreadfully wounded, a chain of 1,000 beacons will be lit throughout the United Kingdom, Channel Islands, Isle of Man and UK Overseas Territories at 7pm on the 11 November 2018 – a century after the guns fell silent. You will be pleased to know that more than 320 organisations have already confirmed their involvement.

The event will also commemorate the huge army of men and women on the home front who, often in dangerous and exhausting conditions, underpinned the war effort - keeping the wheels of industry turning, bringing the harvests home and ensuring the nation did not starve.

The beacons will symbolise the light of hope that emerged from the darkness of war, and we hope that your organisation will join us in this important national commemoration on Sunday 11 November 2018, especially as the majority of you would have had a previous member of your family involved in this four year conflict.

Detailed co-ordination begins in April 2017, when the Pageantmaster will publish a special Guide to Taking Part, similar to that produced for Her Majesty The Queen's Birthday Beacons on 21 April this year. If you can confirm your involvement by the end of March 2018 we will be able to include your organisation in the guide's acknowledgements pages before it is distributed to others encouraging their involvement too.

Participating councils, organisations and community groups will also receive a special certificate as a permanent reminder of their involvement in this special tribute.

There are a number of cost-effective ways of participating in the chain of beacons.

1. Use existing beacon braziers on tall wooden poles erected in 1988 and for other recent anniversaries.
2. Use gas-fueled beacons lit for The Queen's Diamond Jubilee in 2012.
3. Use the gas-fueled VE beacons lit to commemorate the 70 year anniversary of VE Day in 2015.
4. Use the gas-fueled beacons lit for The Queen's 90 year old birthday in April this year.
5. Build a traditional bonfire beacon.

I would be grateful if you would confirm your involvement by providing the Pageantmaster (contact details are: Bruno Peek LVO OBE OPR, Pageantmaster, Battle's Over - A Nation's Tribute, telephone: +44 (0)7737 262 913 and email: brunopeek@mac.com) with the following details as soon as possible to ensure that you are included in the guide and on our website for others to consider taking part.

- Name of organisation
- Name of beacon co-ordinator
- Address of beacon co-ordinator
- Telephone number
- Mobile number
- Email
- County
- Country
- Beacon location

Please confirm if your beacon will be open to the public or will be lit at a private event for family and friends. This is important because private beacons will not be included in the acknowledgements pages of the guide but will be included in the list kept in memory of this unique occasion.

When planning your beacon, your local newspaper could help you in contacting a relative of someone who served their country in WWI so you can invite them to light your beacon. This will also help you to gain media coverage for your event while providing a personal and touching aspect to the occasion.

We do hope that you will be able to join in this special tribute.

Yours sincerely,

A handwritten signature in black ink, appearing to read "Sue Baxter". The signature is written in a cursive, slightly slanted style.

Cllr Sue Baxter  
Chairman, National Association of Local Councils

ITEM 8

Mrs Catherine Marlton  
Town Clerk  
Totnes Town Council  
The Guildhall Offices  
5 Ramparts Walk  
Totnes  
Devon  
TQ9 5QH

40454

26<sup>th</sup> May 2017

Dear Mrs Marlton

**Please fly the Red Ensign for Merchant Navy Day**

The Red Ensign is the official flag of the British Merchant Navy and those men and women on whom we depend to keep our island nation supplied with food, fuel and other imports.

Merchant Navy Day on 3<sup>rd</sup> September has been commemorated since 2000, but only for the past two years has it been the focus of our nationwide campaign to raise public awareness of our ongoing reliance on seafarers and shipping.

Flying the Red Ensign on a civic building or prominent flagpole provides an ideal opportunity for you to issue a press release with a photograph and to use your social media channels for publicity.

You may wish to arrange a flag-hoisting ceremony, inviting Merchant Navy veterans alongside your own councillors and local VIPs? In which case please feel free to read out the message of support from HRH The Earl of Wessex that is in the enclosed guide - along with plenty of other information.

Please let us know what you plan to do by completing the online form at [www.merchantnavyday.uk](http://www.merchantnavyday.uk)

Participating parish, town and community councils will be added to a prestigious 'Roll of Honour' on that website. And all those who send us a photograph will receive a commemorative certificate.

On behalf of Seafarers UK may I thank you in advance for supporting this important initiative.

Yours sincerely



Nick Harvey  
Campaigns Manager

P.S. As Merchant Navy Day falls on a Sunday this year, you may wish to arrange for your Red Ensign to be flown from Friday 1<sup>st</sup> to Monday 4<sup>th</sup> September?

# FLY THE RED ENSIGN

FOR MERCHANT NAVY DAY  
3rd SEPTEMBER 2017

## HOW TO TAKE PART

1. Please arrange for a Red Ensign to be flown on a civic/public/historic/landmark building or prominent flagpole on Sunday 3rd September 2017. Note that the Red Ensign may be freely flown ashore anywhere in the UK at any time of year. For example it is permissible for it to be flown from Friday 1st to Monday 4th September.
2. Organise a 'flag-hoisting' ceremony, involving local dignitaries and VIPs, Merchant Navy veterans, Sea Cadets, etc. This does not have to be on Merchant Navy Day, 3rd September (when the Merchant Navy Association's own Commemorative Service & Reunion will be held at the CWGC Merchant Navy Memorial in London). For example, you may wish to organise your event on Friday 1st September. You may also want to read out a message from HRH The Earl of Wessex, President of Seafarers UK, available on request. Promote your event using local media and social media channels. Arrange for photographs to be taken on the day. Please note that if the Red Ensign is being held for a photograph (i.e. not hoisted on a flagpole) it must be shown with the solid red to the right hand side.
3. Confirm your involvement by providing the information to Seafarers UK, either online at: [www.merchantnavyday.uk](http://www.merchantnavyday.uk) or by completing the registration form that is available to download from that website (or on request from Seafarers UK). Your participation (excluding personal details) will be promoted on the 2017 'Roll of Honour' on the Merchant Navy Day website.
4. Order a Red Ensign. Red Ensigns are available from many flag suppliers, including online sources. You may wish to consult the Flag Institute ([www.flaginstitute.org/](http://www.flaginstitute.org/)) which also provides advice on flag-flying protocol.  
  
For this year's Fly the Red Ensign for Merchant Navy Day campaign our preferred supplier is Hampshire Flag Company, Unit 11, Pipers Wood Industrial Park, Waterberry Drive, Waterlooville, PO7 7XU. Phone 02392 237130, email [info@hampshireflag.co.uk](mailto:info@hampshireflag.co.uk), website [www.hampshireflag.co.uk](http://www.hampshireflag.co.uk)  
  
Red Ensigns may be ordered in a wide range of standard sizes. Quality woven polyester example prices (including UK mainland delivery but excluding VAT) are:  
  
108"x54" (274cm x 137cm or 3 yard) - £45.71  
90"x45" (229cm x 114cm or 2½ yard) - £35.30  
72"x36" (183cm x 91cm or 2 yard) - £28.00  
  
(These are special offer prices; please quote 'HFlag REnsign' when ordering).  
  
Hand waving flags (pack of 10) are available from Hampshire Flag Company at a cost of £14.94 including UK mainland delivery (plus VAT).
5. On the day of your flag-hoisting and/or ceremony use social media including Twitter (#MerchantNavyDay) to publicise your activity.  
  
Send a copyright-free photograph (high-resolution JPEG please) to Seafarers UK (see below for contact details).
6. Merchant Navy Day provides an opportunity if you wish to raise funds for Seafarers UK's Merchant Navy Fund, that exists to support British Merchant Navy seafarers in need and their families. If you are able to support the charity in this way and require collecting tins, etc, please email [mfund@seafarers.uk](mailto:mfund@seafarers.uk) or phone Carole Hunt on 020 7932 5986.

Seafarers UK (King George's Fund for Sailors) is a Registered Charity in England & Wales, No. 226446, incorporated under Royal Charter.  
Registered in Scotland SC038191. Registered Office: 8 Hatherley Street, LONDON, SW1P 2QT.





Totnes Town Council Administrator <administrator@totnestowncouncil.gov.uk>

## Fwd: Consultation to Begin on Parking Permit Proposals

1 message

Totnes Town Council Clerk <clerk@totnestowncouncil.gov.uk>

16 May 2017 at 14:44

To: Ruth Robinson <administrator@totnestowncouncil.gov.uk>, Andy Simms <andysimmstotnes@gmail.com>

For the People agenda I think?

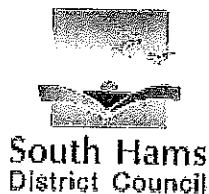
----- Forwarded message -----

From: <mail@shwd.vuelio.co.uk>

Date: Tue, May 16, 2017 at 11:00 AM

Subject: Consultation to Begin on Parking Permit Proposals

To: clerk@totnestowncouncil.gov.uk



# News Release

## Communications and Media Team

Tel: 01803 861368

Email: communications@swdevon.gov.uk

### Consultation to Begin on Parking Permit Proposals

In a bid to simplify parking permits, South Hams District Council are proposing to introduce new town centre, peripheral and rural permits to replace full and commuter permits.

In order to make permits clearer for customers, the changes include:

- New town centre permits valid in certain town centres.
- Peripheral permits valid in car parks on the outskirts of a specific town.
- Rural permits valid in some South Hams car parks in rural locations.

To reflect these new changes, the costs of permits would be reduced. New permits would be paperless and limited to one vehicle registration number with permit holders able to change the registration number online, at any time.

**Cathy Aubertin, operational manager for environment services, explains:** "The parking permit system has become unwieldy to manage and the array of permits available can be confusing for customers.

"Recognising this, we considered these issues with a view to simplifying and streamlining the permits available, and improving the future management of them by introducing paperless permits.

"This move should reduce some of the parking issues customers experience and streamline the permit system in the process."



The consultation will begin on Friday 19 May 2017 and run until 9 June 2017. To view the proposals and have your say, visit: [www.southhams.gov.uk/consultations](http://www.southhams.gov.uk/consultations)

## ENDS

### Notes to editor

- To find out which car parks the new permits would be valid in, please find a link to the amendment schedule below.
- If significant representations are not made through the consultation, the changes would come into effect shortly after 16 June 2017. If representations are made, the proposals would be referred back to Executive for further consideration.
- Permits bought before this date would not be affected by the changes.
- Business permits also remain unaffected.
- The new arrangements would be reviewed in six months' time.

### [www.southhams.gov.uk](http://www.southhams.gov.uk)

Please be aware that telephone calls to and from the Council may be recorded for training and monitoring purposes.

#### Attachments

- Amendment Schedule Amendment Schedule



[#RL-216:636305291311185043#]

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Catherine Mariton  
Town Clerk  
Totnes Town Council

## South Hams amendment 4 to Off-Street Parking Places Order 2015 (May 2017)

(i) The proposed parking charges and conditions are set out below:

Name of parking Place	Position in which vehicle may wait	Class of vehicles	Days of operation of Parking Place	Hours of operation	Maximum period for which vehicles may wait	Scale of charges	Blue Badge Holders / Concessions*
1. Full and Commuter permits to be eliminated and replaced with Town Centre, Peripheral and Rural permits limited to specific towns/ villages. Permits to be paperless. Permits to be limited to one vehicle registration number only.							
2. Dartmouth Town Centre permits Valid in Mayor's Avenue car park	Wholly within a single parking bay	Motor Cars, Motor cycles, (not having a trailer attached) Classes i, ii and iii	All year	24 hours	All day	12 months = £365.00 6 months = £220.00	None

<p>3. Kingsbridge Town Centre permits Valid in the following car parks: Quay Duncombe Park</p>	<p>Wholly within a single parking bay</p>	<p>Motor Cars, Motor cycles, (not having A trailer attached) Classes i, ii and iii</p>	<p>All year</p>	<p>24 hours</p>	<p>All day</p>	<p>12 months = £365.00 6 months = £220.00</p>	<p>None</p>
<p>4. Kingsbridge Peripheral permits Valid in the following car parks: Cattle Market Lower Union Road</p>	<p>Wholly within a single parking bay</p>	<p>Motor Cars, Motor cycles, (not having A trailer attached) Classes i, ii and iii</p>	<p>All year</p>	<p>24 hours</p>	<p>All day</p>	<p>12 months = £165.00 6 months = £100.00</p>	<p>None</p>
<p>5. Salcombe Town Centre permits Valid in the following car parks: Shadycombe (low season only) Creek North Sands</p>	<p>Wholly within a single parking bay</p>	<p>Motor Cars, Motor cycles, (not having A trailer attached) Classes i, ii and iii</p>	<p>All year</p>	<p>24 hours</p>	<p>All day</p>	<p>12 months = £365.00 6 months = £220.00</p>	<p>None</p>

<p>6. Totnes Town Centre permits Valid in the following car parks: Old Market Heaths Way North Street The Nursery</p>	<p>Wholly within a single parking bay</p>	<p>Motor Cars, Motor cycles, (not having A trailer attached) Classes i, ii and iii</p>	<p>All year</p>	<p>24 hours</p>	<p>All day</p>	<p>12 months = £365.00 6 months = £220.00</p>	<p>None</p>
<p>7. Totnes Peripheral permits Valid in the following car parks: Long Marsh Pavilions Steamer Quay</p>	<p>Wholly within a single parking bay</p>	<p>Motor Cars, Motor cycles, (not having A trailer attached) Classes i, ii and iii</p>	<p>All year</p>	<p>24 hours</p>	<p>All day</p>	<p>12 months = £165.00 6 months = £100.00</p>	<p>None</p>
<p>8. Bigbury Rural permits Valid in Bigbury-on-Sea car park</p>	<p>Wholly within a single parking bay</p>	<p>Motor Cars, Motor cycles, (not having A trailer attached) Classes i, ii and iii</p>	<p>All year</p>	<p>24 hours</p>	<p>All day</p>	<p>12 months = £140.00 6 months = £85.00</p>	<p>None</p>

<p>9. Ivybridge Rural permits Valid in Leonards Road car park</p>	<p>Wholly within a single parking bay</p>	<p>Motor Cars, Motor cycles, (not having A trailer attached) Classes i, ii and iii</p>	<p>All year</p>	<p>24 hours</p>	<p>All day</p>	<p>12 months = £140.00 6 months = £85.00</p>	<p>None</p>
<p>10. Modbury Rural permits Valid in Poundwell Meadow car park</p>	<p>Wholly within a single parking bay</p>	<p>Motor Cars, Motor cycles, (not having A trailer attached) Classes i, ii and iii</p>	<p>All year</p>	<p>24 hours</p>	<p>All day</p>	<p>12 months = £140.00 6 months = £85.00</p>	<p>None</p>
<p>11. Slapton &amp; Torcross Rural permits Valid in the following car parks: Slapton Memorial Strete Gate Torcross Tank</p>	<p>Wholly within a single parking bay</p>	<p>Motor Cars, Motor cycles, (not having A trailer attached) Classes i, ii and iii</p>	<p>All year</p>	<p>24 hours</p>	<p>All day</p>	<p>12 months = £140.00 6 months = £85.00</p>	<p>None</p>

<p>12. Dittisham car parks  South Hams to undertake enforcement on behalf of Dittisham Parish Council in the following car parks:  The Ham  The Level</p>	<p>Wholly within a single parking bay</p>	<p>Motor Cars, Motor cycles, (not having A trailer attached) Classes i, ii and iii</p>	<p>All year</p>	<p>24 hours</p>	<p>All day</p>	<p>½ hour (The Ham only) = £0.50  1 hour = £1.00  2 hours = £2.00  3 hours = £3.00  4 hours = £3.50  All day = £5.00  Weekly permit = £25.00  Residents' permits = free of charge</p>	<p>1 additional hour's free parking on the expiry of a valid parking session</p>
<p><b>Classes of vehicle</b></p> <p>i Motor cars as defined in Section 136(2)(a) of the Act of 1984</p> <p>ii Motorcycles as defined in Section 136 (4) of the Act of 1984</p> <p>iii Invalid carriages as defined in Section 136(5) of the Act of 1984</p>							

I would suggest that you talk to Andy and ask if Dinah Gibbons could come along to the People Committee meeting and talk about Body Acceptance. It could be on the agenda and the committee could discuss it prior to the Full Council.

It would inform some Councillors and the committee could make a recommendation to full council.

All the best,

Tony

Sent from Yahoo Mail for iPad

On Wednesday, May 24, 2017, 14:42, Kate Sermon <katesermon@hotmail.com> wrote:

Dear Councillors,

I've been approached asking for TCC support for a new initiative in Totnes. A local group promoting Body Positivity and acceptance are organising a festival in October in the town centre and are looking for official council support by us giving our name to the project.

They'd like Totnes to become the first Body Acceptance town in the world. This I believe, would be a massive thing for our town and for spreading the message of diversity further afield.

Please read the email below from Dinah Gibbons. I have suggested she approach us herself at next FC. Is there any other procedure that needs to happen for me to propose this? I would welcome your support with the process as a new councillor still, I am unsure.

Kind regards,

Kate Sermon

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**From:** dinah gibbons <dinah.gibbons@yahoo.co.uk>

**Sent:** 24 May 2017 11:29

**To:** katesermon@hotmail.com

**Subject:** Bodykind

Dear Kate,

It was great to meet with you yesterday.

To sum up... partly as a response to troubled times politically, this is a local initiative to make the world a more loving place.

It will be the world's first festival of Body Acceptance. It will take place in various venues over the weekend 13-15th October.

We have speakers, workshop leaders, artists, actors, crafters and dancers participating. We would like to engage as many people in the community as possible, so are making contact with schools, local groups and businesses who will be invited to take part in this celebration of the variety of life.

This could be yet another glorious way of highlighting Totnes's place on the map. Together we could make it the first Body Accepting town (for the weekend, at least!).

*KS*

Issues such as age, size, gender, race, sexuality and disability will be included, to tackle the notion of an (increasingly globalised) externally imposed concept of beauty/attractiveness.

Our core principles are:

1. Promoting inclusivity.
2. Celebrating diversity.
3. Illuminating and challenging toxic non-acceptance.
4. Meeting fear and shame with sensitivity and kindness.

The Town Council's support with this would be fantastic. This is a grassroots non-profit-making initiative, on an issue which (on some level) affects us all. We would love to work together with you.

With very best wishes,

Dinah

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