**MINUTES OF THE PLANNING AND PLACE COMMITTEE**

**THURSDAY 14TH DECEMBER 2017 AT THE GUILDHALL TOTNES**

Present: Councillors R Hendriksen (Chair), J Hodgson, P Paine, and K Sermon.

In Attendance: Sara Halliday (Administrator).  
Apologies: Councillor A Simms.

Not Present: Cllrs N Hart-Williams and R Vint.

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| 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. |
|  | *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. | A member of the public spoke about the proposed development of the skate park. They outlined the ongoing dialogue with SHDC (including on planning matters), that three tenders for design and build are expected, and the setup of a community interest company to take forward fundraising and grant applications. They asked for formal recognition of TTC support for the project which could assist them in grant applications and dealing with SHDC. To **RECOMMEND** to Full Council that a letter of support is sent to the Skate Park Community Interest Company to demonstrate TTC and community support for this project, based on the Community Budgeting public consultation responses. |
|  | *The Committee will convene to consider the following items:* |  |
| 2 | To approve the minutes of the meeting of 5th October 2017. | Agreed. There were no matters arising. |
| 3 | To make recommendations on the following planning applications:  3.1) 3804/17/HHO & 3805/17/LBC – Householder application and listed building consent for internal alterations to walls and doorways, repair and replacement of roof, change in colour to external wall, modification to downpipe, replacement of roof light (retrospective). 7 Moorashes, Totnes, TQ9 5TN.  3.2) 3902/17/LBC – Listed building application for repairing, renovating and improving the interior of existing property, repairing and enhancing part of the exterior. 6 Castle Street, Totnes, TQ9 5NU.  3.3) 3773/17/OPA – Online application with all matters reserved for a dwellinghouse. Land adj. Kennicott Lodge, Ashburton Road, Totnes.   |  |  | | --- | --- | |  | | |  |  | | Applications available on the SHDC website – [www.southhams.gov.uk](http://www.southhams.gov.uk)  No objections.  No objections.  No objections. |
| **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.** | | |
| 4 | To note the following tree works orders (the date for comments has now closed):  **Works to Trees in a Conservation Area:**  4.1) 3149/17/TCA T1: Magnolia Grandiflora evergreen – Crown height reduction by approximately 1.2m, lateral crown reduction by approximately 2.4m to prevent overwhelming adjacent apple tree, damaging terrace railings and to allow more light into lower rooms at back of house; T2: Apple – crown height reduction by approximately 1.2m to remove recent top growth to promote health of tree, all advised by AJ Paine and Sons. Northgate Lodge, Castle Street, Totnes, TQ9 5NX.  4.2)3326/17/TCA T1: Damson – Fell, remove, rotten, threat to adjacent properties. 49a High Street, Totnes, TQ9 5NP.  4.3) 3512/17/TPO T1: Ash – Crown thin by 20% to reduce excessive shading to property and garden. Burgage House, Victoria Street, Totnes, TQ9 5EG.  4.4) 3342/17/TPO T1: Silver Birch – Dismantle, fell, previously neglected, threatening property foundations, lifting roots, damaging retaining garden wall, felling will also reduce threat of potential drainage issues due to proximity to water main. 4 Bank Lane, Totnes, TQ9 5EH.  4.5) 3115/17/TPO T1: Horse Chestnut – reduce whole crown by up to 2 metres. Pomeroy Coach House, Pomeroy House, 19 Bridgetown, Totnes, TQ9 5BA.  4.6) 3501/17/TCA T1: Hornbeam – fell, too tall for small space, impacting on old wall, drains garden of moisture, causes excessive shading to properties in proximity. Mount Radford, Plymouth Road, Totnes, TQ9 5LH.  4.7) 3771/17/TCA T1: Ash – Fell, 6 phone cables running through mid-height of tree, interferes with cable access to properties, vigorous annual growth, leans to one side following heavy winds. 10 Baring Cottages, Weston Lane, Totnes, TQ9 5AP.   |  |  | | --- | --- | |  | | |  |  | | Applications available on the SHDC website – [www.southhams.gov.uk](http://www.southhams.gov.uk)  Cllr Paine declared a pecuniary interest as the company is owned by his brother.  Noted.  Noted. Cllrs request that a more appropriately sized tree is planted to replace the felled tree.  Noted.  Noted. Cllrs request that a more appropriately sized tree is planted to replace the felled tree.  Noted. Cllrs suggest pollarding the tree as an alternative to crown reduction.  Noted. Cllrs request that a more appropriately sized tree is planted to replace the felled tree.  Noted. Cllrs suggest pollarding the tree as an alternative to felling. |
| 5 | To note the following planning applications (the date for comments has now closed):  5.1) 3359/17/HHO – Householder application for single storey bedroom extension to replace existing porch. 8 Weston Lane, Totnes, TQ9 5UN.  5.2) 3469/17/LBC – Listed building consent for replacement windows and guttering, repair roof, pointing on stone wall, render on wall and renewal of render to chimney. 6 Castle Street, Totnes, TQ9 5NU.  5.3) 2936/17/FUL – Installation of additional doors and windows to existing unit, formation of first floor show room and ground floor offices. Southfield Windows, Babbage Road, Totnes, TQ9 5JA.  5.4) 3491/17/COU – Change of use of industrial unit to play cafe (use Class A3). 10 Babbage Road, Totnes, TW9 5JA.  5.5)3590/17/FUL and 3591/17/LBC – Listed building consent for interior alterations including the removal of c20th partitions, extension of Waterside Bistro into the adjacent property, external redecoration and window replacement. Waterside Bistro, The Plains, Totnes, TQ9 5YS.  5.6) 3617/17/FUL – Change of use of studios to two Almshouses (resubmission of 3388/16/FUL). The Old Stables, Station Road, Totnes, TQ9 5HW.  5.7) 3712/17/HHO – Householder application for demolition of existing conservatory and garage and construction of new single storey rear extension and new dormer windows. 3 Priory Avenue, Totnes, TQ9 5HR. | Applications available on the SHDC website – [www.southhams.gov.uk](http://www.southhams.gov.uk)  Noted.  Noted.  Noted.  Noted.  Noted.  Noted.  Noted. |
| 6 | To consider the minutes of the Totnes Neighbourhood Plan Steering Group meetings held on 20th September, 10th and 18th October. | The minutes were considered and noted. |
| 7 | To note planning application 3895/17/POD – notification for prior approval for proposed change of use of building from Office use (Class B1(a)) to 30 flats (class C3). Parkers Barn, Parkers Way, Totnes TQ9 5UF. | Noted. TTC will contact the developer to understand more about the plans and to discuss the requirement for an access route for cars from Chamomile Lawns into Parkers Way. |
| 8 | To note the location for a ‘Totnes’ sign on Kingsbridge Hill. | It was agreed at Full Council to site the signs at options 1 (Swallowfields) and 4 (Kingsbridge Hill, opposite the layby). Cllr Hodgson is pursuing this with Devon County Council. |
| 9 | To note the minutes of the October Totnes Traffic and Transport Forum and 2016 AGM, and the agenda for the November meeting. | Noted. A question was raised on whether the proposed roundabout plans have been sent to TTC – to date no such plans have been received in the Council Offices directly asking for TTC comment. |
| 10 | To note the following event requests received by SHDC.  10.1) Breast Screening Unit, Steamer Quay Car Park, 2nd January 2018 for 6 weeks. | Noted. It was suggested that a more accessible and convenient location would be the Morrisons car park. |
| 11 | To note the Parish and Town Council Conferences presentations and agendas for information. | Noted. |
| 12 | To note the proposed date of the next meeting – **11th January 2018 at 4pm** in the Guildhall. | It was agreed that future Planning and Place Committee’s will start at **5pm**. |

CHAIR