

**AGENDA FOR THE PLANNING AND PLACE COMMITTEE  
THURSDAY 14<sup>TH</sup> DECEMBER 2017 AT THE GUILDHALL TOTNES**

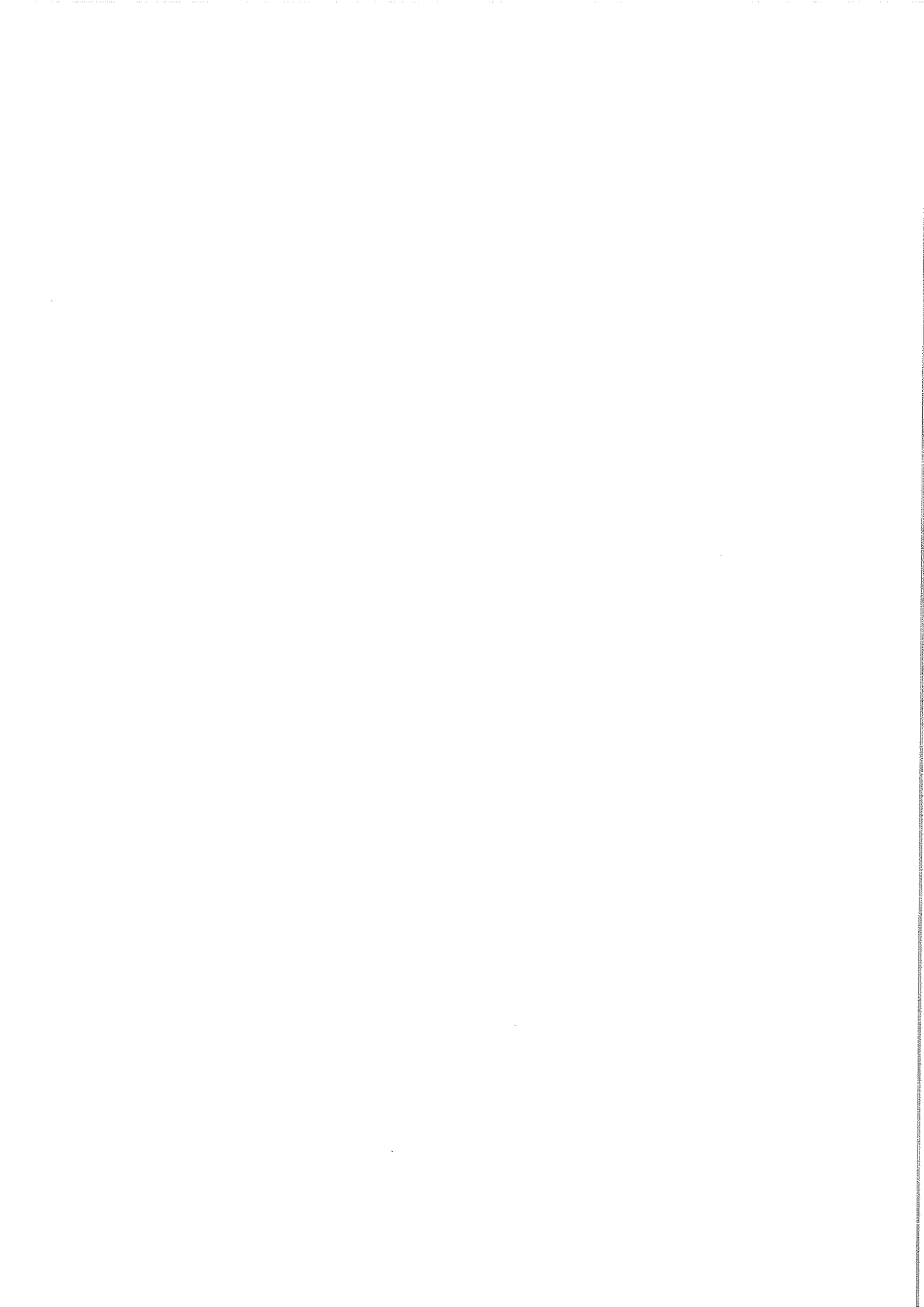
You are hereby SUMMONED to attend the Planning and Place Meeting, which is to be held in the Guildhall, Totnes on **Thursday 14<sup>th</sup> December 2017 at 4pm** for the purpose of transacting the following business:

No	Subject	Comments
1	To receive apologies and to confirm that any absence has the approval of the Council.	
<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.		
<i>The Committee will convene to consider the following items:</i>		
2	To approve the minutes of the meeting of 5 <sup>th</sup> October 2017.	Minutes enclosed.
3	<p>To make recommendations on the following planning applications:</p> <p>3.1) 3804/17/HHO &amp; 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.</p> <p>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.</p> <p>3.3) 3773/17/OPA – Online application with all matters reserved for a dwellinghouse. Land adj. Kennicott Lodge, Ashburton Road, Totnes.</p>	Applications available on the SHDC website – <a href="http://www.southhams.gov.uk">www.southhams.gov.uk</a>
<b><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></b>		
4	<p>To note the following tree works orders (the date for comments has now closed):</p> <p><b>Works to Trees in a Conservation Area:</b></p> <p>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.</p>	Application available on the SHDC website – <a href="http://www.southhams.gov.uk">www.southhams.gov.uk</a>

	<p>4.2)3326/17/TCA T1: Damson – Fell, remove, rotten, threat to adjacent properties. 49a High Street, Totnes, TQ9 5NP.</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>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.</p>	
5	<p>To note the following planning applications (the date for comments has now closed):</p> <p>5.1) 3359/17/HHO – Householder application for single storey bedroom extension to replace existing porch. 8 Weston Lane, Totnes, TQ9 5UN.</p> <p>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.</p> <p>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.</p> <p>5.4) 3491/17/COU – Change of use of industrial unit to play cafe (use Class A3). 10 Babbage Road, Totnes, TW9 5JA.</p> <p>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.</p> <p>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.</p>	<p>Applications available on the SHDC website – <a href="http://www.southhams.gov.uk">www.southhams.gov.uk</a></p>

	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.	
6	To consider the minutes of the Totnes Neighbourhood Plan Steering Group meetings held on 20 <sup>th</sup> September, 10 <sup>th</sup> and 18 <sup>th</sup> October.	Documents enclosed.
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.	Application available on the SHDC website – <a href="http://www.southhams.gov.uk">www.southhams.gov.uk</a>
8	To note the location for a 'Totnes' sign on Kingsbridge Hill.	Cllr Hodgson
9	To note the minutes of the October Totnes Traffic and Transport Forum and 2016 AGM, and the agenda for the November meeting.	Documents enclosed.
10	To note the following event requests received by SHDC.  10.1) Breast Screening Unit, Steamer Quay Car Park, 2 <sup>nd</sup> January 2018 for 6 weeks.	Document enclosed.
11	To note the Parish and Town Council Conferences presentations and agendas for information.	<a href="https://new.devon.gov.uk/devonhighways/events">https://new.devon.gov.uk/devonhighways/events</a>
12	To note the proposed date of the next meeting – <b>11<sup>th</sup> January 2018 at 4pm</b> in the Guildhall.	

Sara Halliday  
Administrator



**MINUTES OF THE PLANNING AND PLACE COMMITTEE  
THURSDAY 05<sup>TH</sup> OCTOBER 2017 AT THE GUILDHALL TOTNES**

Present: Councillors R Vint (Chair), R Hendriksen, P Paine, and A Simms.

In Attendance: Sara Halliday (Administrator).

Apologies: Councillors N Hart-Williams, J Hodgson, and K Sermon.

No	Subject	Comments
1	To receive apologies and to confirm that any absence has the approval of the Council.	It was <b>RESOLVED</b> 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 at the meeting.
	<i>The Committee will convene to consider the following items:</i>	
2	To approve the minutes of the meeting of 14 <sup>th</sup> September 2017.	Agreed. There were no matters arising.
3	To note or make recommendations on the following tree works orders:  <b>Works to Trees in a Conservation Area:</b>  3.1) 2979/17/TPO T1: Ash – fell, danger of falling branches and excessive shading. 48 Denys Road, Totnes, TQ9 5TL.	No objections.
<b><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></b>		
4	To make recommendations on the following planning applications:  4.1) 2917/17/FUL – New 3 bedroom house in the garden of 75 Higher Westonfields . 75 Higher Westonfields, Totnes, TQ9 5QZ.  4.2) 3071/17/FUL – Replacement of existing 2 no.2 storey dwellings with a single new dwelling with room in the roof and roof top terrace. 18A & 18B Leechwell Street, Totnes, TQ9 5SX.  4.3) 2339/17/LBC – Listed Building Consent for replacement of skylight, gate and frame. Tudor Cottage, Atherton Lance, Off Fore Street, Totnes.  4.4) 3088/17/HHO – Householder supplication for formation of single off-road parking space. 35 Swallowfields, Totnes, TQ9 5LA.	Applications available on the SHDC website – <a href="http://www.southhams.gov.uk">www.southhams.gov.uk</a>  No objections.  No objections.  No objections.  Objection, based on the reasons stated by Devon Highways.
5	To consider the Devon County Council consultation on the draft Mineral Safeguarding Supplementary	Cllr Vint will circulate comments out of committee. The consultation deadline is 16 <sup>th</sup> October.

	Planning Document.	
6	To note the following event requests received by SHDC:  6.1) Fashion Show, Civic Hall, Civic Square, 6 <sup>th</sup> October 2017.	Noted.
7	To note the proposed date of the next meeting – 26 <sup>th</sup> <b>October 2017 at 4pm</b> in the Guildhall.	Noted and agreed.

CHAIR

DRAFT

**Minutes of Totnes Neighbourhood Plan Steering Group  
Wednesday, 20<sup>th</sup> September, Guildhall 7pm – 9.00pm**

**Present** – Peter Rees, Chris Balch, John Birch, Mary Coughlan-Clarke, Jacqi Hodgson, Tony Whitty, Andy Garner, , Robert Vint, Mary Popham,

**Apologies**- John Green, Jill Tomalin

**Chair** - Paul Bennett, **Observers**- Georgina Allen, Chris Hall, additional Member of the Public

Task/Issues	Detail
<b>Chair Comments</b>	Paul B Congratulated Chris Balch on his retirement as professor of Planning at Plymouth University. He was thanked for his consistent contribution since the inception of the Neighbour hood Planning process. Chris is now an Emeritus professor and will continue to act as a member of the Steering Group
<b>Minutes of last meeting</b>	<ul style="list-style-type: none"> <li>• Approved</li> <li>• <b>Matters arising:</b></li> </ul>
<b>Informal Draft Neighbourhood Plan Consultation</b>	<p>The informal Consultation since the end of July had culminated in the two day Open Event in September.</p> <p>A analysis had been prepared of the comments received on the Open Events and circulated to the Steering Group ( 73 visitors with 174 responses) This had been summarised by</p> <ul style="list-style-type: none"> <li>• Issues , market Sq, Parking, Shared Space, Environment etc</li> <li>• Quadrants</li> <li>• a separate section on Transport</li> <li>• and a section where the public had told us “What’s Missing”</li> </ul> <p>A further initial analysis was made of the 64 emails, letters and website comments. Some of these were very detailed. A full set of these responses was shared with the Steering Group. All these comments would be examined and a decision whether it affected the report or a policy, why and what change to be made if any.</p>
<b>Key Themes</b>	<p>All the comments received had been reviewed, which covered Statutory Authorities, Local Interest groups, Councilors and Public. A total of 238 responses. Chris Balch provided a summary of the Issues with questions and discussion by the Steering Group</p> <p>COVERAGE</p>

	<ul style="list-style-type: none"> <li>• Police , English Heritage, South Hams, Dart Harbour</li> <li>• Chamber of Commerce, Totnes Boating Association, Central Area Action Group</li> <li>• 5 Councillors</li> <li>• Cross section of members of the Public</li> </ul> <p>Overview – General Observations</p> <ul style="list-style-type: none"> <li>• Firstly, there were comments on presentation</li> <li>• Secondly, comments asking for things which the plan cannot deliver i.e bus services, medical services, Information centre, traffic management, tertiary education, water fountain, parking charges, fly posting etc</li> <li>• Some cynicism about planning, suspicion of motives – highlights different views across the Town in the form re “ordinary people” and “eco- brigade”</li> </ul> <p>SPECIFICS –</p> <p>Town Core</p> <ul style="list-style-type: none"> <li>• Strong support for protecting parking provision (need to look at specific wording)</li> <li>• Support for finding a balance between car and pedestrian friendly environment</li> <li>• Shared Space generally supported but clearly still lots of questions around the High Street</li> <li>• Protection of Market Square and Character, sensitive areas</li> <li>• Improvement of public realm which is falling behind other local centres e.g Newton Abbot</li> <li>• Unclear function of Shady garden and Rotherfold</li> </ul> <p>Bridgetown</p> <ul style="list-style-type: none"> <li>• Lots of concern about Steamer Quay- clear wish and emphasis on maintaining leisure and open space</li> <li>• But support for improved pedestrian links</li> <li>• + need to maintain moorings and recreational activities and tourism focus</li> <li>• Strong desire to see more protection for the green areas</li> </ul> <p>Follaton</p> <ul style="list-style-type: none"> <li>• Protection of Follaton house especially as an employment centre</li> <li>• Impact of traffic</li> <li>• Links to the town</li> </ul> <p>Northern Quadrants</p> <ul style="list-style-type: none"> <li>• No specific comments other than wanting to see protection of Lower field and foster improvement to the area for community sports</li> </ul> <p>River Dart</p>
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	<ul style="list-style-type: none"> <li>• There seems to be some difficulty grasping the concept but generally comments like the idea of improved access to waterside on foot</li> <li>• Challenge for the SG to be clear in presenting this to the community and perhaps more ambitious</li> </ul> <p>Heritage</p> <ul style="list-style-type: none"> <li>• Everyone recognizes this as very important but few specific points other than broad ones of history/culture. National planning and conservation provides clear protection</li> <li>• Would like to see more reflection on this in the plan though strong controls exist</li> </ul> <p>Public Realm</p> <ul style="list-style-type: none"> <li>• Covered by previous comments on heritage e.g improve Street furniture , signage, planters, public surfaces etc</li> </ul> <p>Open Space</p> <ul style="list-style-type: none"> <li>• Big desire to extend Local Green Space and Bio diversity space</li> <li>• Chicken Run and associated areas receiving lots of support</li> </ul> <p>Housing</p> <ul style="list-style-type: none"> <li>• Little or no comment about numbers</li> <li>• Focus almost entirely on affordability and how is the plan going to deliver this</li> <li>• South Hams raise issue of robust evidence to support a 40% target of affordable homes against their 30% target without public subsidy, subject to viability</li> <li>• Could apply only to Steamer Quay/ KEVICC but what happens if there are pressures in Follaton/Bourton Valley in the future</li> </ul> <p>Economy</p> <ul style="list-style-type: none"> <li>• Limited comments except re untidy industrial estate and absence of additional employment land allocations to accommodate ongoing businesses. Tourism contribution needs strengthening and widening.</li> </ul> <p>Environment</p> <ul style="list-style-type: none"> <li>• Generally supportive and strong desire to see more emphasis on ecological sustainability including approach used in Exeter</li> </ul> <p>Transport</p> <ul style="list-style-type: none"> <li>• Many looking for the plan to provide long term solution ( what we need is a BY Pass) Lack of understanding that Neighbourhood Plans cannot deliver this. We can state aspiration and ambition</li> <li>• Parking and Parking Standards important</li> <li>• Support for sustainable transport and solutions but strong lobby from older people and surrounding villages re need for personal transport in the absence of community solutions</li> </ul> <p>What's Missing</p>
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	<ul style="list-style-type: none"> <li>• Future of the Co-op, need completion to Morrison as a food outlet and some wish for use as housing</li> <li>• Quantification of outputs and outcomes, How do we measure if the plan is a success ?</li> <li>• Suggest responsible Tourism Audit</li> <li>• Supporting Evidence</li> <li>• Section 106 delivery</li> <li>• Air Quality indicators</li> </ul> <p>SG discussed the initial consultation feedback and the challenge of lack of infrastructure for the current level of development already passed which the plan cannot influence. Schools, Doctors etc</p> <p>The issue of external developments such as White Rock and its impact was raised including JLP allocations for Dartington</p> <p>A key lever current available was enforcement of Section 106 agreements relating to Green Travel manager, impact of role for the whole town</p> <p>Many example of traffic management elsewhere.</p> <p>Strong evidence base on Air Quality</p> <p>Plan needs to be stronger on need for infrastructure</p> <p><b>ACTION :Explore new policies for Consultation response areas and strengthen plan on infrastructure</b></p> <p>The designation of Green Space – updated schedule to be completed, request Bridgetown Alive to co-ordinate work- Tony Whitty to facilitate and link to allotment funds where possible</p> <p><b>ACTION: Work with Bridgetown Alive to draw up Green Space schedule and map</b></p> <p>The issue of Dartington Green wedge was raised this couldn't be classed as Green Local Space however the Settlement boundaries for both communities protect this.</p> <p>Challenge of request for more business space is where could it be located though increasing density would facilitate this. New web based business need different facilities to tradition estates etc</p> <p><b>ACTION: Update all areas of the plan taking into account informal consultation responses</b></p>
<p><b>Steamer Quay</b></p>	<p>Paul Bennett arranged to meet with the three District councillors on 26<sup>th</sup> September to discuss.</p> <p>John Birch reported on his meeting with Chris Brooks. It was suggested the way forward was a mini consultation with Bridgetown Alive.</p> <p>Some concern that the AECOM report would encourage rather than deter South Hams to consider development.</p> <p>Clarified that absence of Policy provides no protection</p> <p><b>Action: Meeting with District Councillors</b></p>

<b>Reg 14</b>	SEA outcome provided and NP work can progress subject to addressing comments received by Nov 6 <sup>th</sup>
<b>Co-ordinator Report</b>	<ul style="list-style-type: none"> <li>• Mary CC provided the co-ordinators report .</li> </ul>
<b>AOB</b>	None

<b>Task/Issues</b>	<ul style="list-style-type: none"> <li>• <b>ACTION :Explore new policies for Consultation response areas and strengthen plan on infrastructure</b></li> <li>• <b>ACTION: Work with Bridgetown Alive to draw up Green Space schedule and map</b></li> <li>• <b>ACTION: Update all areas of the plan taking into account informal consultation responses</b></li> <li>• <b>CTION: Meeting with District Councillors</b></li> </ul>
<b>Date of next meeting</b>	October 18th <sup>th</sup> 2017, 7pm, Guildhall.



**Minutes of Totnes Neighbourhood Plan Steering Group  
Extraordinary meeting  
Tuesday, 10<sup>th</sup> October, Totnes Musuem 10.30am – 12.00pm**

**Present** – Peter Rees, Tony Whitty, Robert Vint, Jill Tomalin, Mary Popham , Andy Garner, John Green, Mary Coughlan-Clarke, Jacqi Hodgson

**Apologies-** , Chris Balch, John Birch

**Chair** – Paul Bennett **Observers:** Margie Barker,

Task/Issues	Detail
Open meeting to Press	<ul style="list-style-type: none"> <li>• The steering Group agreed that in line with all previous meetings that the meeting was open to the public</li> </ul>
Background	<ul style="list-style-type: none"> <li>• The meeting had been called to discuss the recent Press reports and discussions concerning Steamer Quay and the AECOM report.</li> <li>• Paul Bennett opened the discussion with the background . It had arisen out of the Sites Group which had been given the remit as a Task &amp; Finish Group chaired by Chris Balch to review all sites in the town with respect to potential for development. This is an essential part of a Neighbourhood Plan’s evidence base to inform policies concerning future capacity or development. This group had concluded in 2016 that there were only two sites within the town where any substantial development might take place over the 20 year lifespan of the NP.</li> <li>• KEVICC had already been identified in the past as part of South Hams – Our Plan. Steamer Quay though not identified was already a mixed use developed site and in the ownership of South Hams.</li> <li>• Dave Chapman- TCDS- who had been involved in Locality suggested there could be some support from Locality in assessing these sites. Proposed that a parallel process known as Neighbourhood Development Orders could run alongside the Draft Neighbourhood Plan which could provide what was essentially outline planning permission based on a Community Led process for Master Planning.</li> <li>• A application for Technical Support was made to Locality who appointed AECOM to undertake a study of feasibility of the sites.</li> <li>• It became apparent at the end of last year that there was no capacity or resources to progress with the extensive work required to progress with NDOs and the work would form part of general evidence to the NP.</li> </ul>

	<ul style="list-style-type: none"> <li>• Paul Bennett said that if an NDO had progressed then there would have been a community led master planning process with wide consultation at that stage and he should have addressed the issue of the AECOM report coming into the public domain.</li> <li>• The email correspondence from South Hams to John Birch and John Green made it clear that it needed to be in the public domain so it was released with a Background Statement.</li> <li>• The existence of the work and report had been previously reported on and was not a secret though content had not been circulated.</li> <li>• Regarding KEVICC – Governors had agreed that it was essential to assess educational needs first.</li> <li>• Paul was thanked for the explanation and the following points were made in general discussion</li> <li>• It was not a masterplan -it was a number of options</li> <li>• There was a need to listen to the town community specifically about this area</li> <li>• The timing was unfortunate as it was influencing public perception about the wider Neighbourhood Plan following on from informal consultation.</li> <li>• If we don't have a Neighbourhood Plan we have no protection</li> <li>• The issues around a specific site can create the context which gives the community the best chance to express its priorities and ensure they set the planning policy</li> <li>• The Steering Group were informed that the Terms of Reference had been re-provided to the Town Council together with a Draft Interim Consultation Statement covering consultation to date.</li> <li>• A description of NDO would be circulated.</li> <li>• This will be updated as part of the Formal Reg 14 submission following the Formal 6 week Consultation on the Draft and how this has affected the Draft.</li> <li>• The SG was reminded that for the first time since 1974, the NP was an opportunity to expand the powers of the Town.</li> <li>• Meeting closed</li> </ul>
<b>Date of next meeting</b>	October 18 <sup>th</sup> 2017, 7pm, Guildhall.

**Minutes of Totnes Neighbourhood Plan Steering Group  
Wednesday, 18<sup>th</sup> October, Guildhall 7pm – 9.00pm**

**Present** – Peter Rees, Chris Balch, , Mary Coughlan-Clarke, Jacqi Hodgson, Tony Whitty, Margie Barker, John Green, Jill Tomalin, Paul Wesley,

**Apologies-** Andy Garner, John Birch , Robert Vint, Mary Popham

**Chair -** Paul Bennett, **Observers-**

Task/Issues	Detail
Minutes of last meeting	<ul style="list-style-type: none"> <li>• Approved</li> <li>• <b>Matters arising:</b></li> <li>• The Issue of non-designated heritage assets was flagged as none as yet had been identified by the SG or public. It was intended to cover iconic modern buildings or areas of the town valued by the community but not listed or local Green Spaces. Paul Bennett feedback that Torbay Unitary Authority had rejected many of sites put forward in the Torquay Draft Neighbourhood Plan. It was important that LGS schedule was appropriate</li> <li>• <b>response areas and strengthen plan on infrastructure</b></li> <li>• <b>ACTION: Update all areas of the plan taking into account informal consultation responses</b></li> </ul>
Local Green Space Schedule	<p><b>ACTION: Work with Bridgetown Alive to draw up Green Space schedule and map for Bridgetown.</b></p> <p>Tony Whitty reported that this was progressing and needed to include named areas adjacent to the Chicken Run, namely Elmhurst Field. However, this was in Berry Pomeroy .</p> <p>Areas such as Bourton Valley and the Green Space in Dartington separating Dartington from Totnes and providing a Green Wedge needed to be clarified. The Allotments at Barrack Hill, the Arboretum and Follaton House Gardens.</p>
New Policies	<p><b>ACTION :Explore any necessary new policies for Consultation and strengthen plan on Infrastructure</b></p> <p>The Co-op was lodged as an area needing a policy to both protect car parking and food retail areas. The implications for current and future infrastructure such as primary care and schools was highlighted by responses however other than commenting that the town had no further capacity for growth, policies were not permissible</p>
Themes	<p>The Themes identified through the informal consultation and reported to the September meeting would be shared with Planning and Place</p>

<p><b>Relevance of comments</b></p>	<p>Committee to ensure it was informed on the wider consultation issues.</p> <p>The steering group had a discussion of how comments were judged to be relevant. Whilst, this is not an exact science and it is not fixed whether a large number of views outway a small number, it is dependent on the issue and context. They could fall into a number of categories and need to note that the planning system is about managing change,</p> <ul style="list-style-type: none"> <li>• Comments / additions we wish to adopt <ul style="list-style-type: none"> <li>◦ this includes all the schedules of Local Green space etc where these fit criteria.</li> </ul> </li> <li>• challenges / additions not proposed to adopt and why</li> <li>• explaining why the irrelevant comments are irrelevant (e.g. lots of transport ones cannot fall within and Neighbourhood Plan policy).</li> </ul> <p>First</p>
<p><b>Key Themes</b></p>	<p>All the comments received had been reviewed, which covered Statutory Authorities, Local Interest groups, Councilors and Public. A total of 238 responses. Chris Balch provided a summary of the Issues with questions and discussion by the Steering Group</p> <p>COVERAGE</p> <ul style="list-style-type: none"> <li>• Police , English Heritage, South Hams, Dart Harbour</li> <li>• Chamber of Commerce, Totnes Boating Association, Central Area Action Group</li> <li>• 5 Councillors</li> <li>• Cross section of members of the Public</li> </ul> <p>Overview – General Observations</p> <ul style="list-style-type: none"> <li>• Firstly, there were comments on presentation</li> <li>• Secondly, comments asking for things which the plan cannot deliver i.e bus services, medical services, Information centre, traffic management, tertiary education, water fountain, parking charges, fly posting etc</li> <li>• Some cynicism about planning, suspicion of motives – highlights different views across the Town in the form re “ordinary people” and “eco- brigade”</li> </ul> <p>SPECIFICS –</p> <p>Town Core</p> <ul style="list-style-type: none"> <li>• Strong support for protecting parking provision (need to look at specific wording)</li> <li>• Support for finding a balance between car and pedestrian friendly environment</li> <li>• Shared Space generally supported but clearly still lots of questions around the High Street</li> </ul>



	<ul style="list-style-type: none"> <li>• Protection of Market Square and Character, sensitive areas</li> <li>• Improvement of public realm which is falling behind other local centres e.g Newton Abbot</li> <li>• Unclear function of Shady garden and Rotherfold</li> </ul> <p>Bridgetown</p> <ul style="list-style-type: none"> <li>• Lots of concern about Steamer Quay- clear wish and emphasis on maintaining leisure and open space</li> <li>• But support for improved pedestrian links</li> <li>• + need to maintain moorings and recreational activities and tourism focus</li> <li>• Strong desire to see more protection for the green areas</li> </ul> <p>Follaton</p> <ul style="list-style-type: none"> <li>• Protection of Follaton house especially as an employment centre</li> <li>• Impact of traffic</li> <li>• Links to the town</li> </ul> <p>Northern Quadrants</p> <ul style="list-style-type: none"> <li>• No specific comments other than wanting to see protection of Lower field and foster improvement to the area for community sports</li> </ul> <p>River Dart</p> <ul style="list-style-type: none"> <li>• There seems to be some difficulty grasping the concept but generally comments like the idea of improved access to waterside on foot</li> <li>• Challenge for the SG to be clear in presenting this to the community and perhaps more ambitious</li> </ul> <p>Heritage</p> <ul style="list-style-type: none"> <li>• Everyone recognizes this as very important but few specific points other than broad ones of history/culture. National planning and conservation provides clear protection</li> <li>• Would like to see more reflection on this in the plan though strong controls exist</li> </ul> <p>Public Realm</p> <ul style="list-style-type: none"> <li>• Covered by previous comments on heritage e.g improve Street furniture , signage, planters, public surfaces etc</li> </ul> <p>Open Space</p> <ul style="list-style-type: none"> <li>• Big desire to extend Local Green Space and Bio diversity space</li> <li>• Chicken Run and associated areas receiving lots of support</li> </ul> <p>Housing</p> <ul style="list-style-type: none"> <li>• Little or no comment about numbers</li> <li>• Focus almost entirely on affordability and how is the plan going to deliver this</li> <li>• South Hams raise issue of robust evidence to support a 40% target</li> </ul>
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	<p>of affordable homes against their 30% target without public subsidy, subject to viability</p> <ul style="list-style-type: none"> <li>• Could apply only to Steamer Quay/ KEVICC but what happens if there are pressures in Follaton/Bourton Valley in the future</li> </ul> <p>Economy</p> <ul style="list-style-type: none"> <li>• Limited comments except re untidy industrial estate and absence of additional employment land allocations to accommodate ongoing businesses. Tourism contribution needs strengthening and widening.</li> </ul> <p>Environment</p> <ul style="list-style-type: none"> <li>• Generally supportive and strong desire to see more emphasis on ecological sustainability including approach used in Exeter</li> </ul> <p>Transport</p> <ul style="list-style-type: none"> <li>• Many looking for the plan to provide long term solution ( what we need is a BY Pass) Lack of understanding that Neighbourhood Plans cannot deliver this. We can state aspiration and ambition</li> <li>• Parking and Parking Standards important</li> <li>• Support for sustainable transport and solutions but strong lobby from older people and surrounding villages re need for personal transport in the absence of community solutions</li> </ul> <p>What's Missing</p> <ul style="list-style-type: none"> <li>• Future of the Co-op, need completion to Morrison as a food outlet and some wish for use as housing</li> <li>• Quantification of outputs and outcomes, How do we measure if the plan is a success ?</li> <li>• Suggest responsible Tourism Audit</li> <li>• Supporting Evidence</li> <li>• Section 106 delivery</li> <li>• Air Quality indicators</li> </ul> <p>SG discussed the initial consultation feedback and the challenge of lack of infrastructure for the current level of development already passed which the plan cannot influence. Schools, Doctors etc</p> <p>The issue of external developments such as White Rock and its impact was raised including JLP allocations for Dartington</p> <p>A key lever current available was enforcement of Section 106 agreements relating to Green Travel manager, impact of role for the whole town</p> <p>Many example of traffic management elsewhere.</p> <p>Strong evidence base on Air Quality</p> <p>Plan needs to be stronger on need for infrastructure</p> <p><b>ACTION :Explore new policies for Consultation response areas and strengthen plan on infrastructure</b></p> <p>The designation of Green Space – updated schedule to be completed,</p>
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	<p>request Bridgetown Alive to co-ordinate work- Tony Whitty to facilitate and link to allotment funds where possible</p> <p><b>ACTION: Work with Bridgetown Alive to draw up Green Space schedule and map</b></p> <p>The issue of Dartington Green wedge was raised this couldn't be classed as Green Local Space however the Settlement boundaries for both communities protect this.</p> <p>Challenge of request for more business space is where could it be located though increasing density would facilitate this. New web based business need different facilities to tradition estates etc</p> <p><b>ACTION: Update all areas of the plan taking into account informal consultation responses</b></p>
Steamer Quay	<p>Paul Bennett arranged to meet with the three District councilors on 26<sup>th</sup> September to discuss.</p> <p>John Birch reported on his meeting with Chris Brooks. It was suggested the way forward was a mini consultation with Bridgetown Alive.</p> <p>Some concern that the AECOM report would encourage rather than deter South Hams to consider development.</p> <p>Clarified that absence of Policy provides no protection</p> <p><b>Action: Meeting with District Councillors</b></p>
Reg 14	SEA outcome provided and NP work can progress subject to addressing comments received by Nov 6 <sup>th</sup>
Co-ordinator Report	<ul style="list-style-type: none"> <li>• Mary CC provided the co-ordinators report .</li> </ul>
AOB	None

Task/Issues	<ul style="list-style-type: none"> <li>• <b>ACTION :Explore new policies for Consultation response areas and strengthen plan on infrastructure</b></li> <li>• <b>ACTION: Work with Bridgetown Alive to draw up Green Space schedule and map</b></li> <li>• <b>ACTION: Update all areas of the plan taking into account informal consultation responses</b></li> <li>• <b>CTION: Meeting with District Councillors</b></li> </ul>
Date of next meeting	October 18th <sup>th</sup> 2017, 7pm, Guildhall.



# TOTNES AND DISTRICT TRAFFIC AND TRANSPORT FORUM

Advisory Body to Totnes Town Council

Co-Chairs: Peter Rees [pvrees@fiscali.co.uk](mailto:pvrees@fiscali.co.uk) & John Birch [jpb1@hotmail.co.uk](mailto:jpb1@hotmail.co.uk)

Vice-Chair: Alan Langmaid [alanlangmaid@hotmail.com](mailto:alanlangmaid@hotmail.com)

## **AGENDA** for meeting at 18.30 on **Wednesday 29 November 2017** at the **REconomy Centre, The Lamb, Totnes**

1. Apologies.
2. Minutes of the meeting of 25 October 2017 and matters arising not on agenda
3. EV Charge Points.
4. JLP - Update
5. Parking Group Progress Report
6. Bob the Bus report
7. Redworth Junction proposal
8. Town, District and County Councillors' reports
9. AOB
10. Date for next Meeting



## Totnes and District Traffic and Transport Forum

Advisory Body to Totnes Town Council

Co-Chairs: Peter Rees (pvrees@tiscali.co.uk) and John Birch (jpb1@hotmail.co.uk)

Vice-Chair: Alan Langmaid (alanlangmaid@hotmail.com)

### Draft Minutes of Meeting held in the REconomy Centre, The Lamb, Totnes on Wednesday 25 October 2017.

Present: John Birch (Chair), Peter Rees, James Bellchambers, Alan Langmaid, Simon Harrington, Julian Burn, Sandi Whale, Jacqi Hodgson, Tracy Cheesman, Mary Popham, Andy Simms

1. Apologies: Helen Kummer, Robert Vint, Tony Whitty and Jack Patterson
2. Minutes of 27<sup>th</sup> September 2017 and matters arising:

Minutes approved subject to spelling corrections for; Helen Kummer and Andrew Ardley

Matters arising not on the agenda:

Item 3: Plymouth Rd.; Follaton proposed pedestrian crossing/refuge – TC and MP to discuss with Residents Association and ask Neil Oxten (DCC) for usage figures from previous study. TC and MP to report back

Item 8: Emergency Sevices; JB reported follow-up letter sent to Fire Station Chief offering co-operation to raise awareness of road traffic obstructions at some sites within Totnes.

Item 9: members report; Remedial work required to Nursery Car Park – JB to follow up

3. EV Charging Points: Only 3 charging points in whole South Hams. JB considering raising motion to SHDC calling for a report leading to the introduction of EV points in Totnes car parks. Need to encourage employers to provide same (possibility for grant assistance?) - JB to report back
4. Neighbourhood Plan update: Consultation on draft document extended to November. Some criticism that draft transport policies were too “wishy washy”. JBrn drew attention to Paignton NP which requires highway improvement, public transport, new footpath and cycle links with developers contributions to be funded in full or otherwise be not approved – PR to raise with Steering Group
5. Parking Group progress report: JH suggested holding public meeting in January to consider on-street issues and charging policy with DCC – JH to raise with DCC
6. Bob the Bus report: SH reported no progress with Hub due to flood prevention works. An alternative being considered. Govt consultation on ‘unfair competition’ for school contracts and call for ‘trained and licensed drivers’ at a cost of £1000/driver likely to particularly hurt smaller CT operators. Bob and

others have raised this with DCC. Govt Enquiry to be asked for waiver according to size of operator.

Ridership in September increased again to 3,000 passengers (2,700 previous September) 1/3 are now paid passengers. Remaining 2/3 still costing Bob around 30p in the £ due to lower govt contributions.

7. Redworth Junction proposal:

JBrn tabled his proposal for a new roundabout layout favouring pedestrians and cyclists to go before the town council for support. The proposal was generally welcomed. After some discussion it was thought that further justification would be needed first and the proposal or similar should be set in the context of a strategy for improving the air quality, physical environment and functioning of the A385 through Totnes. JH to show to HATOC film of similar junctions operating abroad and Poynton – and report back.

It was pointed out that the Transport Strategy for the town exists and is currently being updated. As well as proposing a roundabout for Redworth junction the strategy is likely to propose; speed reduction and calming measures for the A385 through Totnes. Including; a 20mph zone for both the A385 and town; banned right turns on Station Rd, with extended centre islands, planting and improved pedestrian and cycle provision; a pedestrian and cycle underpass at Redworth Bridge; alternative access and parking arrangements at the station; simplified junction and pedestrian arrangements at Coronation Roundabout.

8. Reports were provided by Town, District and County Councillors

9. Any Other Business:

Notification was provided by JB of proposed “No Waiting” areas and details will be circulated. The need for a pedestrian crossing near the junction of Blackpost Lane and Jubilee Road was discussed and supported. This proposal is to be referred to the Town Council for support before a request is made to DCC.

Date of next meeting: **Wednesday 29<sup>th</sup> November 6.30pm at Reconomy Centre, The Lamb, Totnes**



## Totnes and District Traffic and Transport Forum

An Advisory Body to TOTNES TOWN COUNCIL (TTC)

Co-Chairs: Peter Rees 07970 267547 pvrees@tiscali.co.uk and Jack Paterson patersonjack@hotmail.com

Vice Chair: Alan Langmaid, 01803 863296 alanlangmaid@hotmail.com

Draft Minutes of the AGM

held in the Guildhall, Totnes on Wed 11 November 2016 at 1900

Present:

Jack Paterson (Chair) (JP), Peter Rees (PR), Alan Langmaid (AL), James Bellchambers (JBe), Sandi Whale (SW), Cllr Robert Vint (RV), Cllr John Green (JG), Cllr John Birch (JBi) left at 2000, Simon Harrington (SH), Cllr Tony Whitty (TW), Caroline Hall (CH) left 2000.

Prior to the Meeting JP announced that he would not be standing as co-chair and that this would be his last meeting in the chair. AL proposed a vote of thanks to JP for his work particularly during the difficult period of the ETO and RTO in Fore Street and High Street. PR seconded the motion which was agreed.

1. Secretary. RV agreed to take notes and JP to produce minutes.
2. Apologies: Helen Kummer, Julian Burn, Julian Hall
3. Annual General Meeting
4. Minutes of the AGM of 14 November 2015 were approved. Matters arising:
5. Constitution. JP said that the constitution was materially the same as the previous year. A small paragraph had been added to 'Current Structure' to reflect and clarify the relationship with Totnes Town Council. This paragraph read: 'The Forum is recognised by Totnes Town Council as an advisory body and as such is allowed to hold meetings in the Guildhall, Totnes under the Council's Standing Orders. The Forum acknowledges this and thanks the Council for this facility.' It was agreed to rewrite the Forum's relationship with Totnes on the Move which is now known as the Transport Task Group of the Neighbourhood Plan Team. Jack Paterson would be replaced by Cllr John Birch.
6. Election of Officials: Chair, Vice-Chair and Secretary. PR and Cllr John Birch (JBi) were proposed as Co-chairs by JP, seconded by AL, approved. AL proposed as Vice-chair by JP, seconded by SW, approved. No-one was willing to act as Secretary.
7. Representatives to and from other bodies: The representatives had been updated for 2016 but further updating was required for the next year. The Forum agreed the following: Representatives to statutory and other bodies: District Council: Cllr John Birch, TTT Core Group: to check if this is still in existence, Public Space

Forum: to be deleted, Voting representatives from community and advisory organisations: Totnes & District Trust to be renamed Totnes Trust, represented by Louis Victory, Totnes Chamber of Commerce: Sandi Whale (by Andy Garner, David Tinker), others as recorded. Helen Kummer to continue to represent Stoke Gabriel.

8. AOB – None.

Community of Practice: Assets  
Please ask for: Jane Hoff  
E-Mail: jane.hoff@swdevon.gov.uk  
Telephone No: (01803) 861234

Your Ref:  
Our Ref: Car Parks/Events/2017  
Date: 28<sup>th</sup> November 2017

Dear Councillor

Please note that permission has been sought by – **Torbay & South NHS Foundation Trust**

to hold the following event - **siting of a Breast screening unit. Use of two coach spaces nearest the exit and three car spaces for staff parking.**

from – **2<sup>nd</sup> January 2018 for 6 – 8 weeks**

at – **Steamer Quay car park, Steamer Quay road, Totnes**

If you have any objections, or know of anyone who may have objections to the above, would you please notify this office as soon as possible. In the first instance please contact Jane Hoff on 01803 861219 or at jane.hoff@swdevon.gov.uk

If we do not hear from you, we will assume you have no objections.

Yours sincerely

Emma Widdicombe

**Emma Widdicombe**  
**Senior Specialist – Car Parks**

c. c Totnes Town Council

