



AGENDA FOR THE MEETING OF TOTNES TOWN COUNCIL
MONDAY 2nd OCTOBER 2017 AT THE GUILDHALL TOTNES

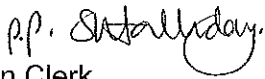
You are hereby SUMMONED to attend the Meeting of the Council, which is to be held in the Guildhall, Totnes on **Monday 2nd October 2017 at 7pm** for the purpose of transacting the following business:

| No | Subject | Comments |
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| 1 | To receive apologies. | |
| 2 | The Mayor will request confirmation that all Members have made any amendments necessary to their Declaration of Interests, if appropriate. | |
| 3 | <p><i>The Council will adjourn for the following items:</i></p> <p><u>Public Question Time:</u> A period of 15 minutes will be allowed for members of the public to ask questions or make comment regarding the work of the Council or other items that affect Totnes.</p> <p><u>Reports from County and District Councillors</u></p> <p><u>Police Report if submitted</u></p> <p><i>The Council will convene.</i></p> | <p>3a) Report Cllr J Green 3b) Report Cllr J Birch 3c) Report Cllr R Vint 3d) Report Cllr J Hodgson</p> |
| 4 | <p>To approve and sign the Minutes of the following Meetings :</p> <p>a) Full Council - 4th September 2017 (Part 1 and 2) b) Place Committee – 14th September 2017 c) People Committee – 14th September 2017 d) Operations Committee - 25th September 2017 (Part 1 and 2)</p> | <p>Enclosure Enclosure Enclosure Document to follow</p> |
| 5 | <p>To discuss matters arising and consider committee recommendations (Please note confidential recommendations can be agreed but any discussion must be held in Part 2):</p> <p>a) Full Council - 4th September 2017 (Part 1 and 2) b) Place Committee – 14th September 2017 c) People Committee – 14th September 2017 d) Operations Committee - 25th September 2017</p> | <p>Enclosures as 4a) to 4d)</p> |
| 6 | To receive an update on Community Budgeting | Verbal update from the Town Clerk |
| 7 | To note the draft Traffic and Transport notes from 26 th July 2017 | Enclosure |
| 8 | To note the draft Caring Town 'Keeping Young People Safe' minutes from 25 th September 2017 | Enclosure |
| 9 | To note the statement from Paul Bennett, Chair of the Neighbourhood Planning Steering Group | Enclosure |
| 10 | To discuss the South Hams District Council grass cutting cycle on the Nursery Car Park banks and its impact on the bee and butterfly ecosystem | Verbal update from Cllr Sweett |

*The Council will be asked to **RESOLVE** to exclude the press and public "by reason of the confidential nature of the business" to be discussed and in accordance with the Public Bodies (Admission to Meetings) Act 1960.*

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| 11 | To discuss a staffing matter (confidential commercial/personal information) | Enclosure |
| 12 | <p>To confirm future dates:</p> <ul style="list-style-type: none"> • Paige Adams Meetings - Monday 6th November at 6pm • Full Council Meetings - Mondays at 7pm - 6th November, 4th December • Operations at 5pm - Monday 23rd October, Monday 27th November. • Personnel at 5pm - Monday 9th October, Monday 20th November • Planning and Place 4pm - 5th October, 26th October, 16th November, 7th December. • People 9.45am - 12th October, 9th November, 14th December. • Civic Service - Thursday 19th October • Remembrance Sunday - 12th November | |

Catherine Marlton



Town Clerk

Future items:

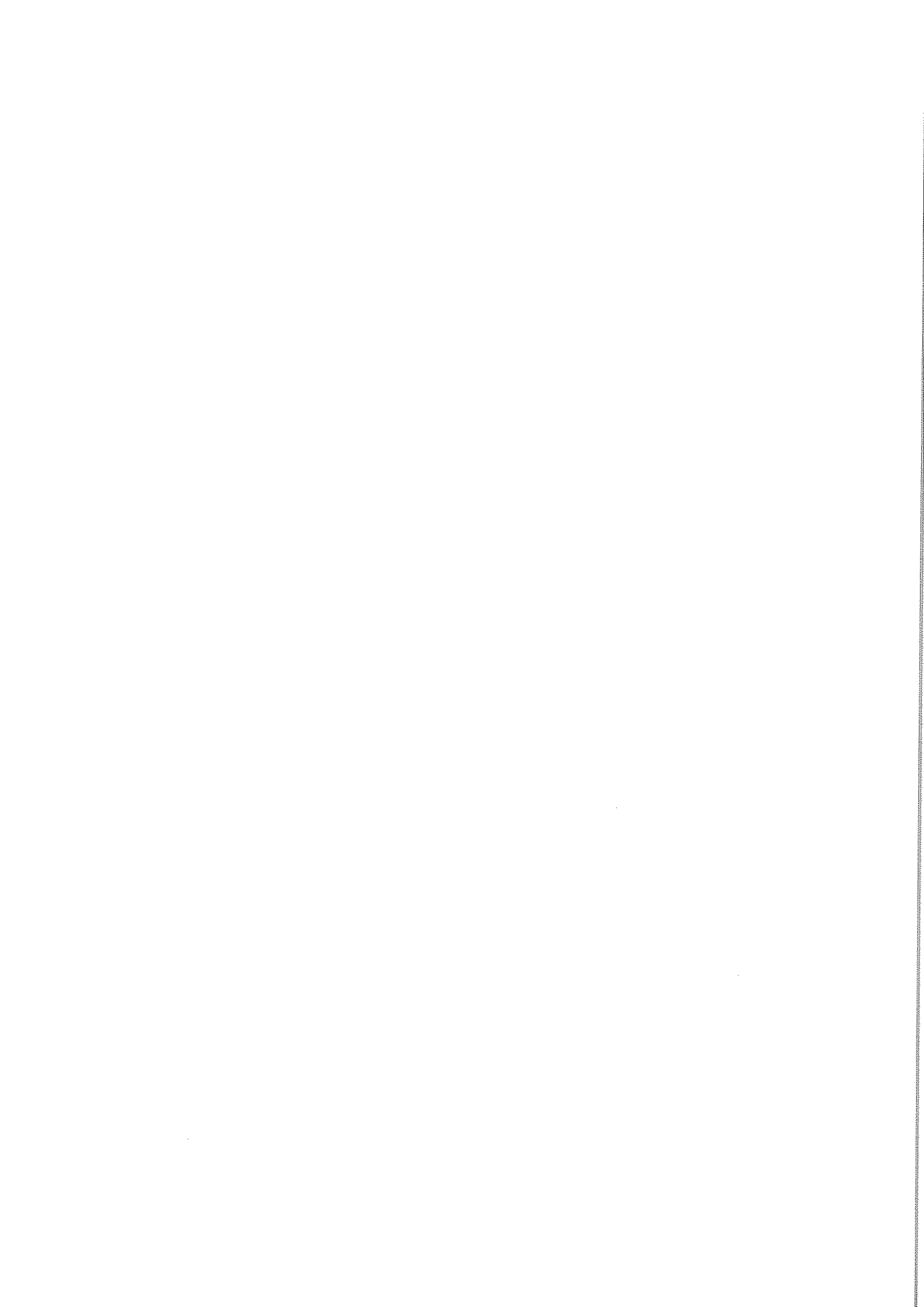
- Standing Orders
- GDPR

District Councillor's Monthly Report September 2017

John Green, SHDC Councillor for Totnes

Key message

- **Consultation on the creation of One Council covering the South Hams and West Devon.** The public consultation closes on 8th October.
- **A new approach is being taken to people begging in Totnes.** A clear link has been found between many of those people who are begging, drug addiction and the needles that are being found on the floor in public toilets on Coronation Road, the Market Square and Steamer Quay. It will be important that support continues for those people who find themselves without a home, in the form of facilities provided by the Drop In Centre and Night Shelter, the 'Giving Back' initiative at coffee shops and restaurants in Totnes, and in the longer term the provision of more permanent housing (perhaps in 'Tiny Houses' which are being investigated to provide shelter). Drug and Alcohol outreach services are now being provided in Totnes by RISE.
- **Steamer Quay in the Neighbourhood Plan.** A masterplanning development options study for Steamer Quay and the KEVICCs site was prepared for the Totnes Neighbourhood Plan team by Aecom. It will be important for the Town Council, as the qualifying body responsible for the plan, to be satisfied that it has a complete, draft Neighbourhood Plan on which it is happy for the 6-week statutory consultation to commence.
- **Showers on Steamer Quay.** Following discussion with Cllr Marion Adams, SHDC has agreed to put up several permanent notices on the pontoon at Steamer Quay advising visiting sailors of the location of the shower that they are able to use from next Spring. A key will be available from the Riverside Café via a booking system, possibly with a deposit being required. A map will show visitors know where the showers are located (there will also be signs put on the door and the gate to the showers).



**John Birch
SHDC Member for Totnes**

Report for Totnes Town Council
meeting to be held on Monday 2 October 2017

I report on the following matters;

Possible merger of South Hams District and West Devon Borough Councils

As previously reported SHDC are considering the creation of a single Council resulting from a possible merger of South Hams District Council and West Devon Borough Council. The proposal is currently out for consultation and it is hoped that the Town Council will make its views known prior to the end of the consultation period on 8 October 2017.

On Tuesday 19 September a meeting was held at Follaton House at which three Executive members of South Hams District Council gave a presentation to town and parish councillors on the proposals for a merger with West Devon Borough Council. At the meeting one of the Executive members revealed that, in her view, West Devon will probably go "bust" in two years and that the Government will need to call in commissioners to run the council.

At a recent West Devon Council meeting one of its councillors stated that his council will run out of money in 2 years.

Prior to the meeting the Leader and Deputy Leader of South Hams had, on several occasions, denied that West Devon was facing financial difficulties.

It is my opinion that on the face of it the proposed merger is a mechanism to help bail out West Devon at the expense of the South Hams taxpayers by means of an increase in council tax that exceeds 40%.

I would hope that the Town Council will make its views known to South Hams District Council.

Proposed telecommunication mast at Babbage Road, Totnes.,

As previously reported Vodafone and Telefonica submitted an application for a determination as to whether the prior approval of SHDC will be required as to the siting and appearance of the proposed telecommunication mast at Babbage Road,

Totnes. The SHDC Development Management Committee decided that the applicant should make a full planning application

I wrote to the agent acting for Vodafone and Telefonica and requested that in the event of them making an application they consider siting it away from a residential area. Vodafone and Telefonica have decided not to proceed with an application.

Draft Totnes Neighbourhood Plan

In my last report I highlighted my concerns regarding the following proposed policies contained within the plan;

Policy STQ 1 - Steamer Quay

Policy MSQ 2 - Town Centre Car Parks

I have made submissions in respect of both policies.

In respect of Policy STQ1 I believe it should be deleted from the plan. There is clearly widespread opposition to any proposal that will result in development that could change of the character of Steamer Quay.

The Neighbourhood Plan Steering Group has released a planning document produced by AECOM that contains proposals in respect of the development of Steamer Quay. This document is referred to in the preamble to Policy STQ1. It is my view that as there are concerns within the community concerning that part of the Neighbourhood Plan dealing with Steamer Quay this section should be referred to the Town Council, along with the AECOM report, and its view/guidance sought bearing in mind that the Council is ultimately responsible for the production and issue of the Neighbourhood Plan.

In respect of Policy MSQ2 I believe this should be amended to remove the threat of residential development within the Town Centre car parks without a community-led master plan.

Cllr John Birch
SHDC Member for Totnes

DISTRICT COUNCILLOR'S REPORT FOR 2nd OCT 2017

Cllr Robert Vint

SINGLE COUNCIL PROPOSAL for South Hams & West Devon

Consultation events have been held around the District and my impression so far is that there is almost universal opposition to the proposed merger from South Hams residents and Town & Parish Councils. I have received many emails from concerned residents.

NEIGHBOURHOOD PLAN CONSULTATION

The Steering Committee has met and received an update and summary of the feedback so far from public consultation events and the written and emailed responses to the latest draft of the plan. They would be happy to brief Town Councillors on progress and thank those who came to the public events. I remind Town Councillors that they are all welcome to attend Neighbourhood Plan meetings – which are held in the Council Chamber.

ROUGH SLEEPERS / BEGGARS / SALE OF DRUGS

I have attended SHDC briefings on their latest policies to tackle the problem of people begging for money to fund drug habits that is fuelling the sale and use of hard drugs in the town. I am in general support of the more assertive approach being taken by the District Council jointly with other agencies. I have emphasised that all action taken must be for the long-term help of the addicts as well as benefitting the wider community. Officers have assured me that that is their intention. I have also been involved in detailed discussion about further action that can be taken to ensure the safe disposal of used needles following a growing number of reports of these being found around the town.

POTHoles IN MOAT HILL AND HIGHER WESTONFIELDS

Last year I allocated money from my County Pothole Fund for pothole repairs along Moat Hill and in Higher Westonfields – followed by replacement of road markings. I understood that this work should have taken place in July. I have asked DCC for an explanation of the delay and a likely date of completion. I have also reported to DCC that after a

recent power failure all the streetlights in Lansdowne Park, Bridgetown, were out of action.

County Councillor for Totnes & Dartington (incl Harberton, Harbertonford, Staverton and Landscope & part of Berry Pomeroy)

Key Issues:

Health and Adult Social Care: The Sustainability and Transformation Plan continues to be highly contentious. The decision by the Clinical Commissioning Groups on hospital closures and changes to services was brought to the Health Scrutiny Committee and requested to be referred to the Secretary of State but this has not happened. Instead a Scrutiny Standing Committee has been formed to look at areas of concern within the Wider Devon Sustainability and Transformation Plan

Education budget cuts: the motion to Full Council in July to reverse the £2.2M cuts was referred to Cabinet in September, but was not approved. The National Government Funding Formula which was recently announced has made some changes - see this link:

<file:///Users/Jacqi/Documents/DCC%20Impact%20of%20the%20schools%20NFF.webarchive>

Highways issues: the poor weather and flooding across the last few weeks have caused many residents a lot of problems and there has been a lot of damage. Proposals to reduce speed limits are being discussed in many parishes, in particular where there are NHPlans being developed.

Attendance at meetings etc. as County Councillor / elected public representative:

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|------------------------------|---|
| Tues 4 th July | Staverton NHPlan meeting |
| Weds 5 th July | Opening of St. John's Church community café DCC Induction and training on Community Involvement |
| Thurs 6 th July | Berry Pomeroy PC meeting |
| Friday 7 th July | South Hams HATOC meeting - held in Marldon and included a tour of their 20mph roads |
| Sat. 8 th July | Totnes Allotments Assocn meeting |
| Tues 11 th July | Meeting with TTT et al. to discuss GWR Grants – Underpass project to be progressed Harberton & Harbertonford PC meeting |
| Weds 12 th July | DCC Induction and training on Planning and Place DCC Development Management (Planning) committee meeting: no applications in Totnes area |
| Thurs 13 th July | Meeting with resident with items for DCC Devon & Exeter Rail Working group meeting |
| Friday 14 th July | DCC – 21 st Century Councillor training event DCC - Devon & Exeter Rail Working group meeting |
| Tues 18 th July | DCC – Traffic & Highways induction and training |
| Weds 19 th July | Meeting with Devon Community Resource Network officer about DCC waste policy etc |

Totnes Neighbourhood Plan meeting

- Thurs 20th July** Meeting on site with Network Rail to discuss pedestrian and cycle underpass and route at road bridge from Totnes station. (Totnes on the Move / TTTF project)
- DCC Full Council meeting: A motion on the agenda to reverse the £1.2M education cuts and fund the cost from reserves was thwarted prior to being debated. A vote on whether it should be debated at all was lost and that was the end of that opportunity to help our struggling schools, no discussion, no desire to listen to the views of teachers, parents and the wider public who have lobbied with anguish their local councillors; an issue I had prepared a strong statement in the hope of supporting this reversal.
- Friday 21st July** Opening of Parker's Way new Play Park in Bridgetown (beneficiary of SHDC and DCC funds)
- Monday 24th July** TRAYE project Steering Group meeting.
- Weds 26th July** Totnes T&T Forum meeting. Various projects discussed.
- Thurs 27th July** Formal opening of Deer Park walk and visitor area at Dartington Hall – well worth a visit
(I was away from the UK from July 31st until September 4th on family business although available on mobile & email)
- Weds 5th Sept.** Staverton PC meeting.
- Thurs 6th Sept.** Devon Community Resource Network (DCRN) Trustees meeting – I attended as an observer. DCRN has lost its £25,000 funding from DCC which was used to support community composting initiatives around the County.
- TTT Rethinking Waste meeting; discussed actions to reduce waste and increase awareness. A cloth bag project is being planned for Totnes
- Weds 13th Sept.** DCC Cabinet mtg (I did not attend) outcomes:
- **Newton Abbot East – West: new Cycle (and shared pedestrian) route** to be funded £1,450,000
 - **Tiverton Parkway Station footpath** approved funding £325,000 (plus £100,000 from GWR)
 - **E4 Cycle Route in Exeter** approved (costing £1,713,000) as part of wider strategic network.
 - Further to **petitions at HATOC re 20mph** (Marldon), further representations to be made to Govt reaffirming the County's desire that (National Research project) Report is shared asap (due to be published in early 2018).
 - **Referred from July F/C:**
 1. **Motion to reverse £2.2M education budget cuts to schools** (to be met from earmarked reserves). And that SCC organises a round table at which representatives of the Devon Schools community debate with all the MP's representing new Devon, the issue of future school funding including a revised schools funding formula. The motion failed. "No Further Action be taken"
 2. **Police & Crime Commissioner concerns:** regarding the proposed drastic reduction in the number of PCSOs and public statements made regarding the use of firearms by the public. It was agreed that the chief Officer for Community, Public Health, Environment and Prosperity be asked to liaise with the Police and Crime Commissioner to ensure that as the Neighbouring Policing Review is taken forward there is opportunity for communities to contribute effectively and Members are kept informed of developments.
 3. **Paris Accord on Climate Change;** motion condemning President Trump's decision to remove US from this international agreement. It was resolved that DCC endorses the sentiment of the

motion and reaffirms its commitments to its Energy Policy, Strategy and Action Plan.

Dartington PC meeting.

- Thurs 14th Sept.** **Dartington Recreational Association Trustees meeting.** Discussion about facilities
- Fri 15th Sept.** **Meeting with Julian Burn** to discuss transport improvement schemes in Totnes in preparation for presentation at Totnes T&TF meeting (27.9)
- TRAYE project Steering Group meeting.** The project now has Charitable Status
- Weds 20th Sept.** **Meeting with DCC Head and senior officers for Adult & Social Care** with non-aligned group. Very helpful outline of provision of services, meeting challenges under major budget reductions and understanding changes within the services. (see my motion to FC below)
- Thurs 21st Sept.** **Meeting at Home Meadow** with residents and DCH Community officers. Major refurbishments and improvements to facilities will commence in mid-October.

Diary Dates:

- Weds 27th Sept.** **Totnes T&TF meeting**
- Thurs 5th Oct.** **2.15pm DCC Full Council meeting*** (see my tabled motions below)
- Thurs 11th Oct.** **10.30am DCC Cabinet meeting***

* The public can attend as observers or table questions. Questions need to be submitted in writing by noon on the forth working days in advance of the meeting. A written response will be circulated at the meeting and one supplementary question can be made in response.

I've tabled 2 motions on DCC Full Council agenda:

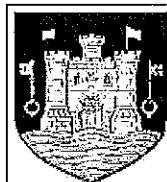
Motion 1: This Council commits to becoming an Ethical Care Council by commissioning homecare services which adhere to an Ethical Care Charter. This will establish a minimum baseline for the safety, quality and dignity of care by ensuring employment conditions which a) do not routinely short-change clients and b) ensure the recruitment and retention of a more stable workforce through more sustainable pay (based on a minimum –genuine- living wage), conditions and training levels. On that basis we will adopt and sign UNISON's Ethical Care Charter. (proposed: Cllr Jacqi Hodgson, seconded: Cllr Martin Shaw)

(More info: Some local authorities have already taken steps to ensure the provision of decent quality, dignified care. 30 councils have signed an Ethical Care Charter and implemented practical steps to improve care for vulnerable local people. UNISON's Ethical Care Charter (www.unison.org.uk/content/uploads/2013/11/On-line-Catalogue220142.pdf) offers a practical action plan and it has been endorsed by a cross-party group of MPs and the British Medical Association).

Motion 2: With rising concerns about road safety for pedestrian and cyclists and in response to the growing calls for 20 mph speed limits in villages, this Council will welcome and consider proposals from Town and Parish Councils for 20 mph speed limits in residential areas, town and village centres and associated approach roads. (proposed: Cllr Jacqi Hodgson, seconded: Cllr Frank Biederman)

(More info: The 20 mph zones in London are estimated to already be saving more than £20 million in crash prevention annually. The cost of road signs is remarkably low. For example, Portsmouth converted 1200 streets to 20mph for just over £500,000 – far cheaper than the alternative ideas put forward, which came to £2.2 million. It's roughly seven times more cost effective, in terms of speed reduction achieved, to introduce a 20 mph limit across a wide area, than to spend the same sum on isolated, physically calmed zones. The police are obliged to enforce all speed limits. The evidence is that drivers drop their speed when a 20 mph limit is enforced).





MINUTES OF THE MEETING OF TOTNES TOWN COUNCIL
MONDAY 4th SEPTEMBER 2017 AT THE GUILDHALL TOTNES

Present: Councillors R Adams (Chair), Paine, Westacott MBE, Whitty, Simms, Vint, Piper, Elliot-Smith, Barker, Hart-Williams and Sweett.

Apologies: Councillors Hendriksen, Sermon, Hodgson and M Adams.

In Attendance: Catherine Marlton (Town Clerk), Christina Bewley (Deputy Clerk), Peter Bethel (Town Sergeant), District Councillor Green, Soundart Radio, 1 member of the press and 7 members of the public.

| No | Subject | Comments |
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| 1 | To receive apologies. | Apologies were given by Councillors Hendriksen, Sermon, Hodgson and M Adams. It was RESOLVED to accept the apologies. |
| 2 | The Mayor will request confirmation that all Members have made any amendments necessary to their Declaration of Interests, if appropriate. | Cllr Westacott is no longer a member of the TADPOOL Committee. Cllr Vint is no longer a member of the TADPOOL Committee or Devon County Council. |
| 3 | <p><i>The Council will adjourn for the following items:</i></p> <p><u>Public Question Time:</u> A period of 15 minutes will be allowed for members of the public to ask questions or make comment regarding the work of the Council or other items that affect Totnes.</p> <p><u>Reports from County and District Councillors</u></p> | <p>A member of the public voiced his concerns with the Neighbourhood Plan highlighting various issues. He provided printed version, with his own comments added in red, for further reading.</p> <p>A member of the public wanted to clarify that there is no charge for the use of the Rotherfold.</p> <p>A member of the public raised a concern about the hedge at the Cemetery being overgrown and blocking access to his driveway. The Clerk advised that it would be cut back.</p> <p>A representative from TAODS expressed concern over the possibility of the rigging in the Civic Hall being removed. He believes the facilities at the Civic Hall help to promote the Council's Arts Policy.</p> <p>Another representative from TAODS also asked that the Council re-consider the proposal to remove the rigging. Small changes to the facilities like that can severally effect a lot of users.</p> <p>Cllr Green went through the written report he had provided. There is a hearing in the week commencing 29/1/18 on the JLP and anyone wanting to be heard at the meeting must send in a response. Feedback is needed on the One Council proposal and this is not yet a done deal. Cllr Piper asked whether there is going to be a Market</p> |

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| | <p><u>Police Report if submitted</u></p> <p><i>The Council will convene.</i></p> | <p>Manager. Cllr Green confirmed this is high on the agenda and discussions with the Town Council will take place soon.</p> <p>Cllr Birch provided a written report.</p> <p>No one from the Police was in attendance to provide a report.</p> |
| 4 | <p>To approve and sign the Minutes of the following Meetings :</p> <ul style="list-style-type: none"> a) Place Committee - 29th June b) Full Council - 3rd July (Part 1 and 2) c) People Committee - 13th July d) Operations Committee - 24th July (Part 1 and 2) e) Extraordinary Full Council - 17th August (Part 1 and 2) | <p>It was RESOLVED to approve and sign the Minutes of the following meetings:</p> <ul style="list-style-type: none"> a) Place Committee - 29th June b) Full Council - 3rd July (Part 1 and 2) c) People Committee - 13th July d) Operations Committee - 24th July (Part 1 and 2) e) Extraordinary Full Council - 17th August (Part 1 and 2) |
| 5 | <p>To discuss matters arising and consider committee recommendations (Please note confidential recommendations can be agreed but any discussion must be held in Part 2):</p> <ul style="list-style-type: none"> a) Place Committee - 29th June b) Full Council - 3rd July (Part 1 and 2) c) People Committee - 13th July d) Operations Committee - 24th July (Part 1 and 2) e) Extraordinary Full Council - 17th August (Part 1 and 2) | <p>The following matters arose:</p> <ul style="list-style-type: none"> a) <u>Place Committee – 29th June</u> <p>None.</p> <ul style="list-style-type: none"> b) <u>Full Council – 3rd July (Part 1 and 2)</u> <p>Item 9 – Cllr Whitty asked for the first sentence of the second paragraph to be amended to say “Cllr Whitty advised that the use of the s106 money could be identified at the beginning of the planning process.” This was AGREED.</p> <ul style="list-style-type: none"> c) <u>People Committee – 13th July</u> <p>Item 4 – Cllr Vint declared an interest as a Trustee of Kingsbridge Hill allotments. It was RESOLVED to accept the recommendation.</p> <p>Item 5 – Last sentence needs re-wording to clarify the meaning. The system for notifying outside bodies when there are changes to the link councillor was discussed. It was RESOLVED that the list of Link Councillors to outside bodies would continue to be added to the website at the start of each year. Councillors will notify the relevant outside body themselves if they replace another Councillor during the year as the Link Councillor.</p> <p>Item 6 – It was RESOLVED to accept the recommendation.</p> |

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| | | <p>d) <u>Operations Committee – 24th July (Part 1 and 2)</u></p> <p>Item 4 – The recommendation was withdrawn following advice from the Police. CCTV would cost around £1200 and the Police advised that it would not be effective in dealing with the problem of rough sleepers outside the Guildhall. It was AGREED that the Guildhall would be closed to the public if it was left in an unsanitary condition by the rough sleepers and commercial cleaners would be called in to clean up. This costs around £75 per call-out.</p> <p>e) <u>Extraordinary Full Council – 17th August (Part 1 and 2)</u></p> <p>None.</p> |
| 6 | To consider amendments to the Buskers Policy. | <p>The Buskers Policy was discussed and it was clarified that we have no legal powers therefore the Policy is not enforceable.</p> <p>It was RESOLVED to refer the review of the Policy to the People Committee.</p> |
| 7 | To review the Community Budgeting timeline and resources. | <p>The Clerk advised that the Totnes Show went well and that it would be a good thing for the Council to do annually. She gave a summary of the suggestions put forward by the public from the Town Meeting and the Totnes Show.</p> <p>The timeline for the Community Budgeting process has been revised. The Clerk will hold a meeting on the 21st September for volunteer Councillors to prepare a questionnaire to send out to the Community for them to feedback on which ideas they support. They will be given 6-8wks to respond. The Precept will then be set in January based on the responses received.</p> <p>This proposal was AGREED.</p> <p>Cllr Westacott asked that it be made clear on the website that some areas of concern raised by the public are not within the remit of the Town Council.</p> |
| 8 | To receive an update on the Devon Air Ambulance proposal and next steps. | <p>The proposal was discussed and it was felt that there still needs to be clarification on roles and responsibilities. There was a concern that a planning application has to be made by the Council in relation to someone else's land. There are some unresolved issues around H&S such as the safety testing of the electricity source, also who will carry out the community consultation process.</p> <p>Cllr Whitty advised that the Bowls Club will be paying for and providing the electricity so he will make enquiries with them about their electrical safety certificate. The electricity supply would only be used when the lights are activated for a landing which is expected to be no more than 4-6 times a year.</p> |

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| | | <p>It was felt that there is no need for a community consultation exercise and it was AGREED that the Clerk would put an announcement on the website and on social media.</p> |
| 9 | <p>To consider out of hours contacts for the Council's alarm company.</p> | <p>Cllrs Piper, Sweett, R Adams and Barker volunteered to be out-of-hours contacts for emergencies.</p> <p>It was AGREED that the Emergency Plan should go on the next agenda.</p> |
| 10 | <p>To note the Draft Neighbourhood Plan and to consider if any amendments should be suggested.</p> | <p>The Draft Neighbourhood Plan was discussed and the following comments made:</p> <p>Cllr Piper - there are areas of ambiguity</p> <p>Cllr Westacott – the plans for Steamer Quay are not a good idea. Green spaces should be preserved. A bridge could affect yachts. Moving the car park will make it harder for visitors to access the town. More housing in that location will cause more traffic problems.</p> <p>Cllr Sweett – it should identify who the members of the Steering Group are. It lacks any Youth provisions. There is no mention of shared spaces in the Transport & Movement section. Shuttle buses are needed to reduce cars. There is no prioritising of local people. Cul-de-sacs are criticised in the plan but they are good. A bike lane link from Camomile Lawn to other areas is needed. There is no planned investment in play areas in the Plan.</p> <p>Cllr Whitty – has been a member of the Steering Group for the last 5 years. They have included a period of consultation even though it is not compulsory, because they want feedback from residents. He stressed this is not the final document. The purpose of the proposals for Steamer Quay are to have a general policy for the area for the area. It is owned by SHDC and the intention is to prevent future developments by having a broad policy for the area to safeguard it from development. There is a consultation open event Friday & Saturday at the Library and comments are welcomed. The Plan will be re-drafted after the consultation.</p> <p>Cllr Simms – the document is hard to understand and is confusing, which is a concern when it goes to the public. The consultation open event has not been publicised widely enough. This is a legacy for the Town Council and therefore needs to be right.</p> <p>Cllr R Adams – It is a work in progress but needs to be more 'readable'. It belongs to the people not the Council and there has not been enough consultation on it yet. There has been no report on consultation responses. Bridgetown and Steamer Quay should be left alone. It should protect green spaces from housing development. There should be a list of names who have worked on the plan and a breakdown of the comments received. Responses to the informal consultation should be</p> |

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| | | <p>submitted by 15th September.</p> <p>The Neighbourhood Plan is a community led document and the Clerk urged Councillors to submit responses. Cllr Simms asked for a separate meeting to discuss the document.</p> <p>The Clerk AGREED to promote the consultation event and suggested adding a session on the Neighbourhood Plan to the end of the Community Budgeting meeting planned for the 21st September.</p> |
| 11 | To consider the Arts Working Group Minutes and the transfer of £250 from Community Outreach budget to support the proposed Children's Event in the Civic Hall. | <p>The minutes need to be amended to remove reference to Tor Homes in agenda point 5 no.7.</p> <p>It was RESOLVED to approve the transfer of £250.</p> <p>The proposed database for Arts in the town would have an on-going cost so it was questioned whether this should be maintained by the town's Arts community after set-up.</p> <p>The proposal was made that the Arts Officer uses some of her time in setting up the database up until March 2018. This was AGREED.</p> <p>Maintaining the database after March 2018 would need further consideration.</p> |
| 12 | To note the update from Caring Town and the cost of continued service in 2018. | <p>Noted.</p> <p>The continued funding of this project through the Community Projects budget will need further consideration.</p> |
| 13 | To note the latest information on Destination Management and the Visitor Information Point in the Guildhall. | <p>Noted.</p> <p>The arrangement is working well and the Visitor Information officer is taking around 60-70 enquiries per week.</p> |
| 14 | To consider the relocation of the bench situated outside the Town Mill. | <p>It was RESOLVED to agree the proposed relocation for 6 months.</p> |
| 15 | To assess the purpose and structure of a Council Venues Working Group. | <p>The purpose of the Venues Working Group was discussed. It was suggested that written roles and responsibilities should be established for the Group. It was clarified that the Councillors can have a say via this Group but that the Clerk would ultimately make any decisions. The Clerk already has delegated authority to approve expenditure up to a defined limit and she should do so.</p> <p>It was requested that the Group meetings should be after work hours to enable more members to attend. The Clerk advised that there had to be some control over the number of evening meetings staff are required to attend. It was suggested that a minimum of three members should be present for meetings to run.</p> <p>Cllrs Simms, Sweett, R Adams, Barker, Piper and Hendriksen were appointed as Group members.</p> |

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| 16 | To note the Caring Town event on 14th October. | Noted. |
| 17 | To consider the TTF minutes of 10th May 2017 and 28th June 2017 (draft). | Noted. |
| 18 | To update Councillors on Transparency Code requirements. | The requirements of the Code were discussed by the Clerk but it was explained that it is still unclear whether the requirements of the Code are mandatory. She advised that we will start complying with the Code anyway. |
| | <i>The Council will be asked to RESOLVE to exclude the press and public "by reason of the confidential nature of the business" to be discussed and in accordance with the Public Bodies (Admission to Meetings) Act 1960.</i> | This was RESOLVED . |
| 19 | To consider moving HR advice provider (confidential commercial information). | See confidential Part II minutes. |
| 20 | To receive an update on the rigging in the Civic Hall and consider how to proceed (confidential commercial information). | See confidential Part II minutes. |
| 21 | To discuss matters arising from the Part 2 minutes (if required). | None. |
| 22 | To confirm future dates: <ul style="list-style-type: none"> • Paige Adams Meetings - Monday 6th November at 6pm • Full Council Meetings - Mondays at 7pm - 2nd October, 6th November, 4th December • Operations at 5pm - Monday 25th September, Monday 23rd October, Monday 27th November. • Personnel at 5pm - Monday 9th October, Monday 20th November • Planning and Place 4pm - 14th Sep, 5th October, 26th October, 16th November, 7th December. • People 9.45am - 14th September, 12th October, 9th November, 14th December. • Arts Working Group - next date to be confirmed w/b 18th September. • SHDC Mayors and Clerks meeting - 20th September. If you have any issues you would like raised with SHDC please let me know by Wednesday 6th September so I can submit to the agenda. • Civic Service - Thursday 19th October • Remembrance Sunday - 12th November | This was noted and the meeting ended at 9.30pm. |

**MINUTES OF THE PLANNING AND PLACE COMMITTEE
THURSDAY 14TH SEPTEMBER 2017 AT THE GUILDHALL TOTNES**

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

In Attendance: Sara Halliday (Administrator).

Apologies: Councillor R Hendriksen.

Not Present: Councillor N Hart-Williams.

| No | Subject | Comments |
|--|--|--|
| 1 | To receive apologies and to confirm that any absence has the approval of the Council. | It was RESOLVED to accept the apologies. |
| | <i>The Committee will adjourn for the following items:</i> | |
| | A period of 15 minutes will be allowed for members of the public to ask questions or make comment regarding the work of the Committee or other items that affect Totnes. | No members of the public were present at the meeting. |
| | <i>The Committee will convene to consider the following items:</i> | |
| 2 | To approve the minutes of the meeting of 29 th June 2017. | Agreed. There were no matters arising. |
| 3 | <p>To note or make recommendations on the following tree works orders:</p> <p>Works to Trees in a Conservation Area:</p> <p>3.1) 2813/17/TCA T1: Lawsons Cypress – Fell. The Gardens Priory Orchard, Priory Avenue, Totnes, TQ9 5HR.</p> <p>3.2) 2910/17/TCA T1: Conifer – Fell, branches only on neighbour side, choked by ivy, causes excessive shading, poor view from dwellings, low amenity value, competition with nearby better holly trees.. 1a River House, Seymour Terrace, Bridgetown, Totnes, TQ9 5AQ.</p> <p>3.3) 2913/17/TCA T1: Laurel; T2: Lime; T3: Laurel; T4: Holly; T5: Laurel. 1 Seymour Terrace, Bridgetown, Totnes, TQ9 5AQ.</p> <p>3.4) 2969/17/TPO T1: Sycamore; T2: Sycamore; T4: Sycamore; T6: Sycamore. St Peter's Quay, Totnes, TQ9 5EW.</p> | <p>No objections.</p> <p>No objections.</p> <p>No objections.</p> <p>No objections.</p> |
| <p><u>NOTE: Cllrs JH and RV observe and do not vote on any applications which would potentially be discussed at a Development Management Committee meeting at SHDC.</u></p> | | |
| 4 | <p>To make recommendations on the following planning applications:</p> <p>4.1) 2528/17/LBC – Application for listed building consent for replacement windows. 97 High Street, Totnes, TQ9 5PB.</p> | <p>Applications available on the SHDC website – www.southhams.gov.uk</p> <p>No objections.</p> |

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|---|---|---|
| | <p>4.2) 2499/17/HHO & 2500/17/LBC – Householder application and listed building consent for replacement roof, replacement bedroom floor, replacement porch, replacement garage and door, replacement utility room, reinstate door and to raise boiler flue. 2 Weston Road, Totnes, TQ9 5AH.</p> <p>4.3) 2672/17/HHO – Householder application for proposed rear single story dining room extension. 17 Priory Avenue, Totnes, TQ9 5HR.</p> <p>4.4) 2752/17/HHO – Householder application for extension of roof to side including dormer to rear and cladding of existing and proposed dormers with Cedral cladding. 32 Elmhirst Drive, Totnes, TQ9 5UX.</p> <p>4.5) 2904/17/HHO – Householder application to create an additional window. 2 Maudlin Cottages, Maudlin Road, Totnes, TQ9 5TG.</p> <p>4.6) 2863/17/FUL & 2864/17/LBC – Listed building consent for conversion of part of shop into self contained flat. 94 High Street, Totnes, TQ9 5SN.</p> <p>4.7) 2933/17/HHO – Householder application for alterations and extension, increase in roof height with rear facing dormer, vehicular access and raised parking area. Dorey, Higher Westonfields, Totnes, TQ9 5RB.</p> | <p>No objections.</p> <p>If this property lies within the Totnes conservation area the Council would object to PVC windows being installed.</p> <p>The Council supports the concern raised that the proposed cedral cladding is not in keeping with other local buildings. The council would prefer the front elevation to be either rendered or slate hung to match surrounding properties. The Council requests that Building Control checks the fire safety qualities of any cedral cladding proposed for any use.</p> <p>No objections.</p> <p>No objections.</p> <p>No objections.</p> |
| 5 | <p>To note the following planning applications (the date for comments has now closed):</p> <p>5.1) 2576/17/LBC – Listed building consent for partial internal refit of ground floor, including updating existing sales counters, cashier desks, furniture, marketing, floor finishes, new Deposit Point, new IDM (Immediate Deposit Machine) and new ATM enclosed in secure ATM room. Lloyds Bank, 31-33 Fore Street, Totnes, TQ9 5HH.</p> <p>5.2) 2660/17/LBC – Listed building consent for creation of additional dwelling unit via internal split of existing unit and modification of window to form doorway with external timber landing and stairs. Silverbirch Bowden House, Lane to Bowden House, Totnes, TQ9 7PW.</p> <p>5.3) 2144/17/HHO – Householder application for conversion of garage to bedroom with full height</p> | <p>Noted.</p> <p>Noted.</p> <p>Noted.</p> |

| | | |
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| | <p>glazed access replacing existing door. 80 The Carrions, Totnes, TQ9 5XX.</p> <p>5.4) 2308/17/HHO – Householder application to replace the existing conservatory to front with a rendered block, flat roofed extension. 27 Christina Park, Totnes, TQ9 5UR.</p> <p>5.5) 2553/17/HHO – Householder application for proposed internal alternations and formation of rear extension. 14 Jordans Brook, Totnes, TQ9 5FR.</p> <p>5.6)2620/17/HHO – Householder application for zinc roofed extension with rooflights to rear side alley way. 6 Devon Terrace, Totnes, TQ9 5AZ.</p> | <p>Noted.</p> <p>Noted.</p> <p>Noted.</p> |
| 6 | To consider the proposal to divert part of Public Footpath No 5, through Totnes railway station. | Noted. No objections. |
| 7 | To consider the Devon County Council consultation on the draft Mineral Safeguarding Supplementary Planning Document. | This item will return to the next meeting. Cllrs Hodgson and Vint have offered to review the draft document. |
| 8 | To note the appeal APP/K1128/W/17/3179162 of the decision on application 0368/17/FUL, application of erection of dwelling, Springfields, Jubilee Road, Totnes, TQ9 5BW. | Noted. |
| 9 | To note the Totnes Traffic and Transport Forum minutes for July 2017. | Noted. |
| 10 | To note the South Devon AONB Partnership Meeting Committee highlights for June 2017. | Noted |
| 11 | <p>To note the following event requests received by SHDC:</p> <p>11.1) Local Food Festival, Vire Island, 23rd September 2017.</p> <p>11.2) River Dart Charity Raft Race, Vire Island and Longmarsh, 1st October 2017.</p> | <p>Noted.</p> <p>Noted.</p> |
| 12 | To note the proposed date of the next meeting – 5th October 2017 at 4pm in the Guildhall. | Noted and agreed. |

ENDED 5:25PM

CHAIR



MINUTES OF THE PEOPLE COMMITTEE
THURSDAY 14TH SEPTEMBER 2017 AT THE GUILDHALL OFFICES TOTNES

Present: Councillors A Simms (Chair), M Elliot-Smith, B Piper, K Sermon and T Whitty.

In Attendance: Sara Halliday (Administrator) and Press.

Apologies: Councillor J Sweett.

Not Present: Councillor N Hart-Williams.

| No | Subject | Comments |
|--|--|--|
| 1 | To receive apologies and to confirm that any absence has the approval of the Council. | It was RESOLVED to accept the apologies. |
| <i>The Committee will adjourn for the following 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. | No members of the public were present at the meeting. |
| <i>The Committee will reconvene to consider the following items:</i> | | |
| 2 | To deal with any matters arising from 13 th July 2017. | Item 3 – it was agreed that setting up a working group would return to the Committee in October, following a Cllr community budgeting meeting on 21 September. Item 4 – Agreed by Full Council. Item 5 – There is no statutory requirement for Cllrs to engage with specific outside bodies. Full Council agreed that Cllrs' link responsibilities continue to be listed on the TTC website, but Cllrs (not the Council Offices) must notify outside bodies if they replace a fellow Cllr. Item 6 – Agreed by Full Council. Item 7 – Complete. The invite was extended to all Cllrs. Item 8 – SHDC has confirmed that all fees are the same for events and/or hiring of various public spaces in Totnes whether they are for commercial, charitable or community use. |
| 3 | <i>NP and OSSR&WB Policy review of Allotment issues.</i> Note: OSSR&WB Policy is on the TTC website under the NP section. | Cllr Elliot-Smith declared an interest as Chair of the Totnes Allotments Association and as a plot holder at the Kingsbridge Hill allotments. It was AGREED that Cllrs Whitty and Elliot-Smith would review the OSSR wording for allotments and draft policy language to add to that already contained in the OSSR (which relates to S106). |
| 4 | To consider the taxi license policy consultation by South Hams District Council. The full revised policy can be found at: http://www.southhams.gov.uk/article/3408/Taxi-Licensing-Policy | It was agreed to RECOMMEND to Full Council that SHDC's taxi license policy be supported. |
| 5 | To consider the requirement for a Parish Plan. | It was felt that the Totnes Neighbourhood Plan will override the requirement for a Parish Plan, but it was AGREED to review the requirement for a Parish Plan in the future. |
| 6 | To consider amendments to the Buskers Badge policy. | Cllrs AGREED that enforcing any buskers' code in Totnes will be difficult, and therefore TTC should provide clear guidance and support to the police in using their existing powers to deal with any buskers found to be obstructing the highway or behaving in an anti-social manner. It was AGREED that the current 'Buskers' Code of Practice' will |

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| | | be sent to all Cllrs for comment, and for Cllrs to consider areas in the town as suggested places where buskers would be least likely to cause an obstruction or an annoyance to traders. The issue will be put on the Committee's October agenda. |
| 7 | To consider a new premises licence application for the Elmhirst Site for 7 th October 2017. | It was agreed to RECOMMEND to Full Council that there are no objections to this licence application. |
| 8 | To note the draft programme for the Caring Town event 'Keeping Young Totnes Safe' on 14 th October 2017. | Noted. |
| 9 | To note the works programme for the Homeless Shelter building. | Noted. Cllr Whitty said that he would update the Committee on progress as required. |
| 10 | To note the date and time of the next meeting. | Thursday 12 th October at 10am. |

CHAIR

DRAFT

Totnes and District Traffic and Transport Forum

Advisory Body to Totnes Town Council

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

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

Draft Minutes of Meeting held in REconomy Centre, Totnes on Wednesday 26 July 2017.(Venue changed because no Key Holders present)

Present: John Birch (JB), Peter Rees, James Bellchambers (JBe), Alan Langmaid, Simon Harrington, Julian Burn (JBu), Mary Popham, , Sandi Whale Jacqi Hodgson, Andy Simms.

Apologies: Helen Kummer, Robert Vint, Tony Whitty, Jack Patterson

1. Minutes of meeting held on 28th June 2017 were agreed as correct.

2. Matters arising not on this agenda:

In respect of May item 10(a) concerning the Plymouth Road/Smithfields turning the proposal showing bollards had been submitted to DCC- RV to report. Re May Item 10(b) – Plymouth Road pedestrian crossing at Follaton – MP spoke with Neil Oxten of DCC who says a further signal crossing unlikely to meet criteria, MP to discuss further if a refuge could be justified for Follaton Oak. JH to raise True Str junction “No Rt turn” with DCC prior to HATOC in November.

3. EV Charge Points

The matter of possible location points was discussed in light of more grant money coming available and with need for more sites in NP. JH to approach GWR re possible sites at station. MP to talk with Ben Piper re funds for other sites including ATMOS, Morrisons as well as the Budgen car park. To keep on Agenda.

4. Current Draft Transport Strategy – Neighbourhood Plan

PR said – first draft NP document ready for initial release to Forum attendees etc. for informal comment prior to 1st Consultation. Transport proposals mainly as principles and not detailed proposals (not a “Town Plan” or a “Transport Strategy”). MP and PR to prepare and circulate a list of schemes for agreement as appendix.

MP tabled latest criteria for a 20mph zone. AL wished to record his disagreement with inclusion of A385. PR to emphasise Forum’s support for town wide zone to be included as part of NP. See paper attached.

5. Parking Group Progress Report

On Street Parking – AL, JV, JB to arrange public meeting for September.

JB to look into increased Off Street charges. AL said this would be contrary to agreement with SHDC for no net increase in charges/revenue.

JB reported SHDC had agreed not to charge event organisers for lost CP revenue when gains elsewhere. Admin charge of £55 per application.

6. Bob the Bus report

SM reported that, as a result of recent investment in new buses BtB was on course for record 36000 passengers by yr ending April 30th (compared with 15000 in yr 2 of operation)..SM reported 2 months delay in progressing lease agreement for new Hub on Industrial Estate because DCC had delayed processing application for dropped kerb. PR said 2mnth delay not acceptable for such a crucial but simple matter. JH to discuss lack of progress with Chris Brooks and DCC.

7. Redworth Bridge, Access to Station and Junction Improvement

No information yet on condition of Redworth bridge.

Redworth Junction - AS said Poynton Type Junction Scheme produced and discussed with DCC instead of traffic signals - part funded by ATMOS. Further information required from AS, JBe and JBu.

Redworth Underpass – MP tabled paper (attached) proposing application to GWR Customer and Communities Fund for pedestrian and cycle route utilising 5.9m width below bridge. AS said 2.8m of this would be needed trackside leaving 3m spare. SHDC would be asked to contribute access onto Castle Street. Scheme would benefit Network Rail as it gives improved access to upper town, Follaton, plus higher KEVICC and Dartington. JH reported an encouraging meeting with NR's Dave Northy Senior Regional Development Manager. JH to get estimate. MP, JB and PR to progress with GWR.

JH to pursue; roundabout proposals, bridge widening, cycle route and underpass schemes with DCC prior to HATOC in November

PR to table proposal to improve access and parking for station and Industrial Estate SH to consider community transport opportunities

9. Town, District and County Councillors' Reports:

JB reported the planning application for housing on the car park to rear of Lloyd's Bank had been approved inspite of Forum's objection. JB reported on current key issues at SHDC being a proposed commercial property investment policy and a possible merger with West Devon Borough Council. Both matters are coming before Full Council on 27 July 2017. The proposed merger with West Devon could result in a 10% increase Council Tax over a 6 year period as a result of equalisation with West Devon's Council Tax rate. There will be a 6 weeks consultation period on the proposed merger.

10. Any other business

See 20mph zone above

Date of Next Meeting: Next meeting to be held on **Wednesday 26 September 2017** at 1830.
Next and future meetings to be held in the REconomy Centre, The Lamb, Totnes.

20mph Limits Save Time and Improve Traffic Flow

People wrongly assume that 20mph limits delay journey times. Yet, average city speeds are generally well below 20mph owing to congestion and queues. And traffic flows more freely at 20mph than 30mph: drivers make better use of road space by packing closer and junctions work more efficiently and at a higher capacity as it's easier to merge. Because drivers feel safer, some leave their cars at home, further reducing congestion. 20mph limits mean quicker journeys.

Optimal speeds for maximum urban traffic flow have been mathematically modelled and 20mph is more efficient than 30mph.

- Drivers cut their spacing as braking distances contract. Shorter gaps mean more vehicles can use the available road space, reducing standing traffic.
- Filtering at junctions becomes easier too. It is far easier for motorists to pull into traffic travelling at 20mph than at 30mph. So junctions work more efficiently and queues reduce.
- Motor traffic volumes decrease since slower speeds encourage active, sustainable and shared travel. Walking and cycling levels rose by up to 12% after Bristol's 20mph limitⁱ.
- Buses operate more efficiently. The reduced length of queues means that bus journey times decrease, and become more reliable. Buses become a more attractive alternative to the car.

Smoother driving with less wasteful braking and acceleration cut fuel use by 12% in Germany after 30kmph (18.6 mph) limits were implementedⁱⁱ. Air quality also improves since moving traffic emits less pollution than when standing still with engines on.

The Department for Transport's speed / flow plots are in the COBA (Cost Benefit Analysis) manual - Vol 13 of the Design Manual for Roads and Bridgesⁱⁱⁱ. This computer programme shows that urban traffic flow improves at lower speeds – see plot overleaf:

Other traffic models support this analysis. Professor Mike Smith a highly experienced professional mathematician has modeled a system that progressively reduces the limit the closer you get to a city centre. By linking traffic lights in sequence along main routes into the city, it is possible to time lights so that motorists who travel at the prevailing speed limit benefit from a green wave of traffic lights. They can get to the city centre smoothly, without an endless cycle of starting, stopping and queuing

The FREEFLOW^{iv} project by the University of York, City of York Council and others, studied how traffic data and models could ease congestion, cut queues and improve flow. Slough experimented with this successfully in the 1950s on a single arterial road.

Shared Space also enjoys claims of shorter tailbacks and congestion. The concept relies on cutting traffic speeds to around 20mph or less for 'eye contact'. Traffic experts Ben Hamilton Baillie and Phil Jones state "*tailbacks of traffic during peak periods have also reduced. It seems that the ambiguous junction provides improved capacity for traffic and fewer delays than traffic signal control systems.*"^v Whilst shared space is too costly and time consuming in engineering changes to implement wide scale, community wide 20mph limits are affordable at £1,400 p km or £2-£3.50 per head of population.

20's Plenty for Us campaigns for signed default 20mph limits for residential roads. Including arterials, as Islington are doing, also benefits traffic flow. 20mph limits for both main and side streets is more cost effective than just residential roads as casualties are most prevalent on through roads and implementation costs fall when less signage is required. 20mph then becomes fully consistent across a community, the policy is better understood and could expect higher compliance. Emergency vehicles are exempt from 20mph limits and no humps are required, only 'light touch' police enforcement.

20mph limits reduce casualties by 22% and make journey times more consistent by cutting traffic jams and improving traffic flow. They are also popular. Over 7.5million people's authorities are committed to 20mph residential limits in the UK. This efficient traffic flow evidence further strengthens the urgent call for whole community 20mph speed limits. Wide 20mph limits help everyone to get around quicker, cheaper, cleaner and more safely. 20mph is best practice and saves time.

20's Plenty



Where People Live

Typical Urban / Speed Flow Relationships

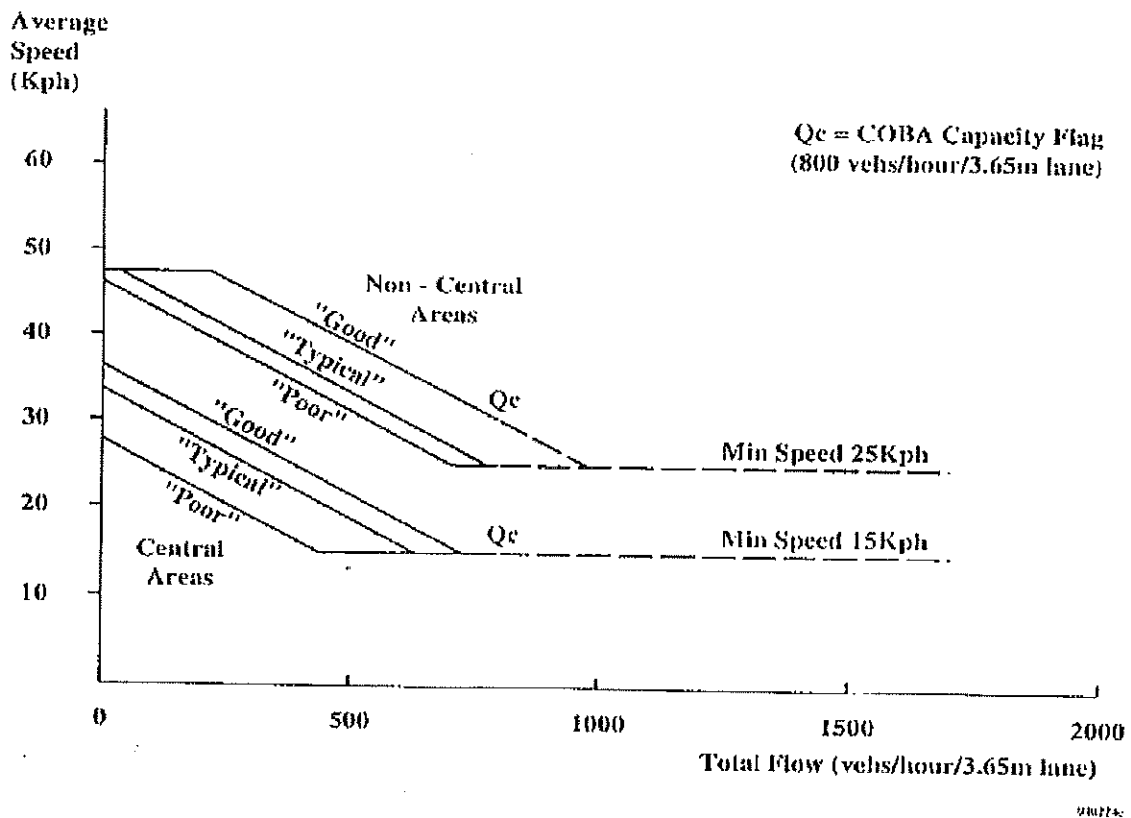


Figure 9/3: Typical Urban Speed/Flow Relationships

20's Plenty for Us campaigns for 20mph speed limits without physical calming as the default in urban and residential areas

We welcome comments and feedback. www.20splentyforus.org.uk Please contact us at :-

Rod King, Campaign Director

rod.k@20splentyforus.org.uk

07973 639781

Anna Semlyen, Campaign Manager

anna.s@20splentyforus.org.uk

07572 120439

¹ Cycling City project and Active Bristol / Monitoring by Bristol City Council

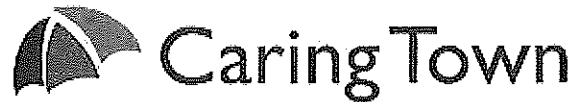
<http://www.betterbybike.info/sites/default/files/attachments/Cycling%20City%20end%20of%20project%20report.pdf> "An illustrated guide to traffic calming. by Dr Carmen Hass-Klau (1990)

Link to a copy of the COBA 2002 manual – Traffic Flow plots are in Chapter 9: http://www.leics.gov.uk/part_5.pdf

http://www.freeflowuk.net/index.php?option=com_content&view=article&id=73&Itemid=59 "Improving traffic behaviour and safety through urban design. Proceedings of Institute of Civil Engineering, Ben Hamilton Baillie, Phil Jones May 2005

<http://www.icevirtuallibrary.com/content/article/10.1680/cien.2005.158.5.39>

20's Plenty for Us campaigns for 20mph speed limits without physical calming as the default in urban and residential areas



Keeping young Totnes Safe

25/09/2017 at Rushbrook,

Present: Carol Whitty: CT (Chair,) Sarah Winston: Kevicc, Sandra Maggs: Family Liaison St John's , Alan Salt : Kevicc, Cllr Robert Vint: SHDC, Cllr John Birch: SHDC, Simon Roberts: SPACE, Liz Waterson: Totnes Street Pastors, Totnes Team Ministry,

Apologies: , Barry Wheeler: Chair, Patient Participation Group Leatside, Martin Randall: Practice Manager Leatside, Cllr Tony Whitty: TTC, Cllr John Green: SHDC, Cllr Jo Sweett TTC, Janet Ronson: Caring Town,

Confidentiality issues will be respected and the minutes will be checked by all present before they are distributed more widely

This meeting was set up to fine tune the preparation for the Keeping Young Totnes Safe CT event on 17th October. Sophy Banks has been asked to facilitate the evening.

Costing:

- We have received a grant of £500 from the Paige Adams Trust to cover the event £500 grant is currently banked by TTT.
- The design of the flyers cost £50. Kevicc has printed 250 flyers and posters and is donating them. Attached is an electronic copy. These will be distributed widely to each of various contact lists and key buildings around the town. They will also go on key groups' FB pages/websites
- Hire of Civic Hall from 5pm – 10pm at £12.50 per hour approx. We are paying extra to hire the full kitchen facilities (£25), and for chairs (£10 per 50) and tables (£10 per 10) to be set out. The hall will be hired under the auspices of TTT as they have the Public Liability Insurance and event management policies. Total cost approx. £100
- Sandra will organise the kitchen, tea, coffee and biscuits. Janet has been offered free sweetmeats from Riverford and we will supplement the refreshments as necessary..
- We hope to give Sophy will receive a donation towards her works as facilitator.
- We are anticipating a lot of follow up work so any residue will go towards that work. Accounts will be available at our meetings.
- Sandra has some money left from some previous work on drugs issues and will add that to the pot for any follow up work

Arrangements

- Light refreshments will be offered
- We hope to allow the first ½ hour for those who want to find out more but don't want to commit to the full evening. There will be a Welcome Desk staffed by Carole, Janet and Jo with a questionnaire for people to fill in. These will be sifted during the evening for use on one of the activities.

- The following groups will have an info stall: Police (with Kirsty Powell and possibly Tm Perrin) Kevicc, Sandra Parent Support for TSJ and the primary schools, YSMART, Street Pastors., Golden iris team?Simon Rushbrook and the youth service, CTIE, CAMS (TBC), Golden Iris reps (TBC), Leatside, Kerry and TRAYE (TBC), SHDC (Louisa Daley TBC)
- Attached is the latest annotated programme for the evening

Desired outcome

- Parents /carers and all other interested participants will leave feeling that the issue has been shared openly, that they are not alone in their concerns
- All will have a better idea of what is available by way of support
- All will have the chance to contribute ideas for what else we could do within the resources we have.
- All will have the chance to contribute time and other resources if they can

Keeping young people in Totnes safe – Event 6.30-9 pm

Programme subject to timing shifts on the evening depending on numbers

| Time | Session | Notes | Materials |
|--------------------------|---|--|---|
| As people arrive 6.30 | Welcome and gather concerns | <p>Invite people to sign up for emails for future events / info</p> <p>Invite people to write their top concern or two on a piece of paper anonymously and gather them. While the event runs a couple of people cluster them into similar concerns and come up with a list of 6 – 10 to explore later</p> <p>agencies will have set out a table labelled with who they are and people will be invited to visit any or wander round all to see what support is on offer for young people</p> | <p>A5 papers and pens with something like “I’m concerned about..” These to be sorted into like issues for use later</p> <p>make sure we have sign in and sign up for sheets available for people to leave their email address</p> |
| 10 mins 7pm | formal Welcome | <p>Welcome to this event</p> <p>Who the safeguarding group are (stand up those involved?)</p> <p>How it came to be</p> <p>What we’re here for this evening</p> <p>Practicalities - loos, fire exit, etc</p> | CW |
| 30 mins | <p>Questions for us all</p> <p>facilitated by Sophy</p> | <p>Move chairs out of the way</p> <p>Ask 2 – 3 questions of the group that enables people to meet others that have similar concerns or roles, and reflect back to the whole group..</p> <p>Our suggestions from initial conversation were:</p> <p>1 In what role are you here – professional / parent / concerned citizen / young person / other? [Could meet someone in your group who you don’t know and share one thing.. something positive would be good??]</p> <p>2 How impacted are you by concerns about young people and drugs – from very to a little along the room</p> <p>Noticing that this may feel like a different question for people in organisations and parents..</p> <p>Meet one person near you whom you don’t know and share something about the impact of this issue on your life or work</p> <p>Hear from one or two people at either end and in the middle.. Why are you in this place?</p> <p>3 Keeping in the line of how impacted we are, move sideways from the line to answer the question “Do you have capacity to contribute to a community response?” – one way for Yes, the other for No..</p> <p>If there is time – talk to one person near you about your capacity..</p> <p>Hear a sentence from a few people in different parts of the room.</p> | <p>Note: these questions could be changed or refined.</p> <p>I’ve often found it interesting to write down what you see – the mix of who’s here, the degree of concern, the amount of capacity.. or other questions</p> <p>Ideal is to have a microphone for the facilitator and one or two roving mikes for people asking questions.. we might not need these if the room is not too big..</p> |
| 35 | Agencies present current actions | <p>Brief information from agencies about their work in relation to young people and drugs.</p> <p>Our suggestion was: 5 minutes each for Street pastors/ youth service / YSmart /CT IE</p> | <p>Bring chairs back and sit in a horseshoe with more than one row so we are facing the front but also each other.</p> |

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| | | <p>?/Schools answering the questions</p> <ul style="list-style-type: none"> • What are you currently doing? • What impact is this having? • What can you not do (outside your remit?) • If you had more resource what would you like to do / what needs are unmet? <p>Invite other agencies Police/Health/SHDC Council to have 2 mins to say what they are doing: Followed by 10 mins for Q&A</p> | |
| 15 | Sharing concerns | <p>Stand in a circle (could have two rows) Read out the list of concerns gathered at the beginning – those shared by many people, or those with a lot of charge / interest – maybe 6 – 10 altogether.. Read out the concern If this is a concern for you, step into the middle.. you can show how much of a concern by how far in you step.. Good to photograph these as well to have a record of the depth / extent of concerns</p> | |
| 15 | Group digestion | <p>Join with 2 – 3 other people and have 10 minutes to talk about what you've heard so far, and how you're feeling about this issue now</p> | |
| 20 | Plenary | <p>Come back into a big circle / horseshoe Hear from as many people as possible – what they're feeling now, what they'd like to see or be part of going forward.. anything else..</p> | |
| 5 | Close | <p>Ask people who want to be kept in touch to sign up emails Agencies can announce "Open sessions" if they want to where people can come for further conversation Let people know about any plans for a follow up event – e.g. a day where we can have conversations about a positive community response to this issue.</p> | <p>Before the event – invite agencies to fix a date for open sessions if they want to so they can announce a date here.</p> |
| 30 | Time to talk with each other | <p>Tea and biscuits? After the formal event is over have some time when the Safeguarding group as well as agencies are available in specific spaces in the room, and people are welcome to sit and talk with each other.</p> | <p>Tea / biscuits / cake</p> |
| Total 120 mins | | <p>Gather emails on the doors as people leave If you have specific roles you know you want people to help with you could ask if people would sign up to be contacted about these..</p> | <p>Email sign up sheets</p> |

The timing is probably a bit optimistic – giving longer for group discussions and allowing some time for the moving between sitting in chairs and standing / moving means it would be better to allow 2.5 hours for the whole event including 30 minutes talking time at the end.

KEEPING YOUNG TOTNES SAFE



You are invited... to help make a positive, constructive community response to the recent, tragic deaths of local teenagers through the misuse of drugs.

Totnes Civic Hall October 17, 6.30-9pm

Want to find out about support for young people offered by local organisations?

Affected or concerned about issues related to the misuse of drugs by young people in the area?

Want to share your concerns and ideas with other parents and interested members of the community?

Could your experiences and ideas contribute to a programme of positive activities with and for young people in our town?

Then please join us!

Light refreshments will be available from 6.30pm

For more info contact: keepingyoungtotnessafe@gmail.com

Who is this event for?

Parents, carers, family members, all those with concerns about drug misuse.

What are we trying to do?

Make a positive constructive community response to the recent tragic deaths of local teenagers through the misuse of drugs.

Contribute ideas and get involved (if you have the time) in supporting plans for more activities for the young people of Totnes.

Why should you come?

To air and share any concerns you may have with others about misuse of drugs in the town.

To find out what is happening locally to support young people and meet some of the main agencies involved in day to day responses to the issues.

What will happen on the evening?

Come at 6.30 and meet informally with the various agencies including the Youth Service, Leatside surgery, schools, YSmart (specialist youth drug advisory team), the Street Pastors and the Police.

The main event will begin at 7pm. There will be an opportunity to talk with others, share your concerns and find out more from local support organisations.

Will this just be all talk and no action?

No, this event has been planned by a group which has been meeting for several months to share information and ideas about how to approach these issues. Everything which is raised at this event will not be lost.

We don't believe in holding meetings for the sake of it; if there is enthusiasm for more action there will be a follow up which includes anyone who has the time to help.

We hope that this event will enable you to meet others with similar concerns with whom you can share and discuss ideas for moving forward.

We look forward to seeing you.

Totnes Neighbourhood Plan: Steamer Quay: AECOM Report.

This Report has not been made publicly available before as we regarded it as confidential to South Hams District Council as the landowner. However as the Council has now released it we feel it is important to explain the background to it being commissioned.

Part of the remit of the NP Steering Group was to look for and review all sites which could accommodate development (for any purposes not just housing) and a group was set up to deal with this; there was also a general call made through estate agents and others to put forward possible sites for consideration. The outcome of this work was that no significant sites existed except publicly owned land by SHDC at Steamer Quay and the KEVICC school site. The school site is an allocated site within the draft Joint Local Plan but not Steamer Quay.

In the Spring of 2016 the Steering Group applied for a Technical Support package from "Locality" a government sponsored body tasked with supporting Neighbourhood Plans who appointed AECOM (planning consultants) to study both sites. In the case of the KEVICC site the report which was prepared will not be made public at this stage as it has not yet been properly considered by the School; it also did not deal with its future educational requirements nor have any aspects of it been taken forward thus there is nothing for the community to consider or be consulted upon at this time.

In the case of Steamer Quay SHDC as landowners are looking to increase their income and therefore the AECOM report is of interest to them in pursuing this end. Our duty as the NP Steering Group is to provide policies in support of community views and priorities for this site.

In making the Report public it cannot be emphasised too strongly that it is a masterplanning study not containing proposals or any blueprint but possible options and concepts which the community is free to reject or change. This is made clear at the end of the "Report 5.1. Next steps" where it says:

"It may also be useful to prepare a more detailed masterplan and implementation strategy, which might include the following objectives:

A comprehensive masterplan of the whole site, taking in account environmental, historic and economic constraints."

The Neighbourhood Plan policy accords with this in saying that any development must be subject to:

"The preparation of a community-led masterplan to deliver a balanced package of economic, social, and environmental benefits including enhanced access to the riverside, maintaining and enhancing access for water users, visitor management and public realm improvements." The interests of Totnes Boating Association, the Rowing Club, Sea Scouts and other users will therefore be protected.

The present draft of the Neighbourhood Plan has undergone its informal consultation and will now be re-drafted to take into account the comments from both local organisations and individuals. This may well result in changes to policies affecting Steamer Quay particularly in the case of housing where opposition has been expressed although there is general support for affordable housing.

Paul Bennett.

