

**AGENDA FOR THE PLANNING AND PLACE COMMITTEE
THURSDAY 1st FEBRUARY 2018 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 1st February 2018 at 5pm** 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 11 th January 2018.	Minutes enclosed.
3	<p>To make recommendations on the following planning applications:</p> <p>3.1) 4374/17/FUL & 4375/17/LBC – Listed building consent for change of use from bank to shop at ground floor level and creation of 1no dwelling to first and second floor. 57 High Street, Totnes, TQ9 5NS.</p> <p>3.2) 3993/17/HHO – Householder application for demolition of existing garage and construction of new garage with garden room/studio, ancillary to main dwelling. Greystones, Weston Road, Totnes, TQ9 5AH.</p> <p>3.3) 4113/17/ADV - Advertisement consent to display a free-standing advertisement board. The Plains, Totnes, TQ9 5YS. [Note: Totnes Ramblers board for the Franklin Trail.]</p> <p>3.4) 0009/18/LBC – Listed building consent for replacement of existing slate roof covering to rear extension with lead sheet cladding. Castle House, Plymouth Road, Totnes, TQ9 5PQ.</p> <p>3.5) 0099/18/HHO – Householder application for proposed vehicle hardstanding. 13 Station Road, Totnes, TQ9 5JG.</p> <p>3.6) 0187/18/HHO – Householder application for replacement of all windows for uPVC. 3 Varian Court, Bridgetown, Totnes, TQ9 5BS.</p>	Applications available on the SHDC website – www.southhams.gov.uk
NOTE: Cllrs JH and RV observe and do not vote on any applications which would potentially be discussed at a Development Management Committee meeting at SHDC.		
4	To consider the minutes of the Totnes Neighbourhood Plan Task and Finish Group meeting held on 11 th and 22 nd January 2018.	Document enclosed for 11 th January (22 nd January to follow).

5	<p>To consider the following licensing application:</p> <p>5.1) Variation to the premises licence of Morrisons Service Station, Station Road, Totnes, TQ9 5JR from Wm Morrison Supermarkets PLC. The application is to extend the hours for sale of alcohol for consumption off the premises to 24hrs. The hours currently licensed for the sale of alcohol is Monday to Sunday from 6am to midnight.</p> <p>And to note the following new premises licence application (date for comment has now closed):</p> <p>5.2) New premises licence for Drift Record Shop, 103B&C High Street, Totnes, TQ9 5SN by Mr Rupert Morrison and Mr Graeme Morrison. The application is for the sale of alcohol for consumption on and off the premises, Monday to Friday from 15:00 to 22:00; Saturday and Sunday from 13:00 to 22:00.</p>	
6	<p>To note the following event requests received by SHDC.</p> <p>6.1) Sompting Village Morris Ladies Weekend of Dance, Shady Garden, 14th April 2018 from 2.30-3.00pm.</p> <p>6.2) Totnes 10K and Fun Run, 5th August 2018 from 10am-1pm.</p>	<p>Document enclosed.</p> <p>Document enclosed.</p>
7	<p>To note the proposed date of the next meeting – 22nd February 2018 at 5pm in the Guildhall.</p>	



Sara Halliday
Administrator

**MINUTES OF THE PLANNING AND PLACE COMMITTEE
THURSDAY 11TH JANUARY 2018 AT THE GUILDHALL TOTNES**

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

In Attendance: Sara Halliday (Administrator).

Apologies: Councillor K Sermon.

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.		There were no members of the public present.
<i>The Committee will convene to consider the following items:</i>		
2	To approve the minutes of the meeting of 14 th December 2017.	<p>Agreed. Matters arising:</p> <p>Item 7 – a draft letter to send to Totnes Property 1 Ltd was amended, agreed and signed by the Chair.</p> <p>Item 8 – Cllr Hodgson has agreed the location of the Totnes signs with DCC. The cost of the additional ‘Fairtrade Town’ signs is between £520-570 and Cllr Hodgson asked whether TTC would meet this cost or alternatively her locality budget could be used.</p> <p>Item 9 – DCC has no plan to replace the Redworth Junction traffic lights at this time. As the ATMOS plans develop, the wider road system will need to be reviewed.</p> <p>Item 10 – Administrator to contact the NHS to encourage future consideration of using the Morrison’s car park.</p>
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) 4098/17/TCA – T1: Leylandii – dismantle and remove and T2: Leylandii – Dismantle and remove due to excessive shading, overbearing and low amenity value. Glebe House, Manor Way, Totnes, TQ9 5HP.</p> <p>3.2) Tree Preservation Order 949 – Cedar. The Cedars, Jubilee Road, Totnes, TQ9 5YR.</p>	<p>Applications available on the SHDC website – www.southhams.gov.uk</p> <p>No objection to the felling. The Committee make an informal comment to encourage replanting with a suitable native tree.</p> <p>No objections.</p>

NOTE: Cllrs JH and RV observe and do not vote on any applications which would potentially be discussed at a Development Management Committee meeting at SHDC.

4	<p>To make recommendations on the following planning applications:</p> <p>4.1) 4165/17/FUL – Application for creation of a 68-bed Care Home (use Class C2) with associated car parking, refuse and extended landscaping. Development site at SX809597, Steamer Quay Road, Totnes.</p> <p>4.2) 4104/17/FUL – Extension to existing petrol filling station kiosk. Morrisons Service Station, Station Road, Totnes, TQ9 5JR.</p> <p>4.3) 3884/17/HHO – Householder application for proposed side extension and garage replacement. Craig Goch, Jubilee Road, Totnes, TQ9 5BP.</p> <p>4.4) 4153/17/HHO – Householder application for glass canopy over existing deck, a 2.4m high pergola over front gate, 1.8m high fence along common path on eastern boundary and retrospective permission for 1.8m high fence on northern boundary between nos 5 and 6. Tree Tops, 6 Cherry Cross, Totnes Down Hill, Totnes, TQ9 5EU.</p> <p>4.5) 3491/17/COU – Readvertisement (revised description) Change of use of industrial unit to children’s play centre (Use Class D1) and ancillary cafe. 10 Babbage Road, Totnes, TQ9 5JA.</p>	<p>Applications available on the SHDC website – www.southhams.gov.uk</p> <p>The Committee has a number of questions which require clarification before comment can be made:</p> <ul style="list-style-type: none"> - Is the development classed as employment or residential? - Has the installation of photovoltaic cells been considered as a source of renewable energy for the building (no mention was found in the supporting documentation)? - The Committee seek an assurance that the proposed car parking provision is sufficient, as the estimates seem low. - Will the developer be required to make an S106 or CIL contribution? - If S106 money is anticipated, in what area would it be spent and can elected members and TTC be involved in the decision regarding its distribution? - What is the percentage of affordable housing across all Riverside developments (Quayside, Camomile Lawns and Luna Rock Care Home) against the DPD? <p>No objections.</p> <p>Cllr Hodgson declared an interest as she knows the residents of the neighbouring house, Fairlight. Cllrs decided to conduct a site visit on 13th January 2018.</p> <p>No objections.</p> <p>Whilst there is no objection to the change of use in principle, concerns were raised about the volume of industrial traffic and no provision for drop off at this location. Councillors also asked about security into and out of the building, for example double doors to reduce the risk of a child running out onto the street.</p>
5	<p>To consider the minutes of the Totnes Neighbourhood Plan Task and Finish Group meeting held on 18th December.</p>	<p>The minutes were noted.</p>
6	<p>To note the minutes of the November Totnes Traffic and Transport Forum and 2016 AGM, and the agendas for the January meeting and AGM.</p>	<p>The minutes were noted. The plans for the Redworth Junction roundabout was raised. Cllr Simms reported that more work needs to be carried out (including modelling and relocation of the bus</p>

		stop) and DCC need to be engaged before the idea is presented to TTC.
7	To note the proposed date of the next meeting – 1st February 2018 at 5pm in the Guildhall.	Noted.

CHAIR

DRAFT

**MINUTES OF THE TOTNES NEIGHBOURHOOD PLAN TASK AND FINISH GROUP
THURSDAY 11TH JANUARY 2018 AT THE GUILDHALL TOTNES**

Present: Councillors R Adams (Chair), M Adams, P Paine, A Simms, J Westacott MBE, SHDC Cllr J Birch, G Allen, C Allford, L Cowling, S Jones and C Watson.

In Attendance: Cllr J Hodgson, Cllr B Piper, Cllr T Whitty, Sara Halliday (Administrator), and Public.

Apologies: Cllrs R Hendriksen and M Parker.

No	Subject	Comments
1	Introductions – at the first full meeting, all to introduce themselves and to say who they are representing.	All members introduced themselves to the group to ensure that all were aware of who they are and the interests of the town that they represent.
2	To address any actions arising from the meeting on 18 th December 2017.	The minutes were agreed. Confirmation that the training day will be held on Monday 22 nd January from 10am-4pm in the Guildhall.
3	To review and agree the Terms of Reference for the Totnes Neighbourhood Plan Task and Finish Group.	A question was raised about the Totnes Neighbourhood Plan website which requires updating. Action: Website update (TTC Offices). The Terms of Reference were agreed unanimously.
4	To discuss and prioritise the common themes arising from the public consultation period in Summer/Autumn 2017.	The common themes identified in the public consultation were agreed, with an addition to Steamer Quay to include: the pedestrian bridge; and employment impact of proposals as currently drafted. Concerns were also raised about: the lack of social infrastructure in Bridgetown; the emphasis placed on Bob the Bus by developers as a solution to transport and mobility; and whether a moratorium on second homes should be included.
5	Totnes Neighbourhood Plan Policies: a) To review the Totnes Neighbourhood Plan policies and South Hams District Council comments; b) To identify, agree and prioritise those that need redrafting; and c) To identify owners to take this work forward.	Cllr Birch explained a list of existing policies that he believes need to be reviewed to ensure that the Totnes Neighbourhood Plan conforms to the Joint Local Plan (JLP) housing numbers and to provide clarification on specific locations or terms used. Action: Totnes section of the JLP to be circulated to all (TTC Offices). General comments concerned viewing the wording for policies connected to transport, green spaces, and the inclusion of the St Mary's Church partnership proposals and youth provision. The Chair asked that Task and Finish Group members review the policies as currently drafted and return to the next meeting prepared to discuss points 5b and 5c. Action: All.
6	To consider the actions identified at the last Neighbourhood Plan Steering Group.	It was agreed that these actions should be taken forward. Action: TTC Offices to check the status of Bridgetown green spaces with the Neighbourhood Plan Coordinator.
7	To note the date of the next	Noted

meeting – Monday 22 nd January at 7pm.	
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Community of Practice: Assets
Please ask for: Jane Hoff
E-Mail: jane.hoff@swdevon.gov.uk
Telephone No: (01803) 861219 (Direct line)

Your Ref:
Our Ref: Assets/CE/2018
Date: 4th January 2018

Dear Councillor

Please note that permission has been sought by – **Harriet Stedman**

to hold the following event - **Sompting Village Morris Ladies weekend of dance**

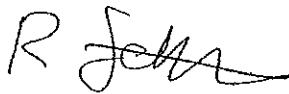
on – **14th April 2018 at 2.30pm for 30 minutes**

at – **Shady Garden, 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



Rob Sekula
Specialist - Assets

c. c Totnes Town Council
Guy Pedrick - Estates

Community of Practice: Assets
Please ask for: Jane Hoff
E-Mail: jane.hoff@swdevon.gov.uk
Telephone No: (01803) 861219 (Direct line)

Your Ref:
Our Ref: Assets/CE/2018
Date: 4th January 2018

Dear Councillor

Please note that permission has been sought by – **Teignbridge Trotters Running Club**

to hold the following event - **Totnes 10K and Fun Run**

activities proposed – **annual 10K running race, and one mile fun run. 100 volunteer Marshalls. Porta loos. Catering gazebo for preparation of food and BBQ.**

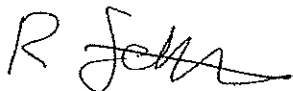
on – **5th August 2018 between 10 am and 1pm**

at – **Borough Park, 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



Rob Sekula
Specialist – Assets

c. c Totnes Town Council
Guy Pedrick - Estates
Grounds Maintenance – Mark Capper
Licensing