**MINUTES OF THE PLANNING AND PLACE COMMITTEE**

**THURSDAY 5TH APRIL 2018 AT THE GUILDHALL TOTNES**

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

In Attendance: Cllr Gilbert (SHDC), Cathy Aubertin (SHDC Operational Manager (Environment Services)), Ian Bright (Totnes Renewable Energy Society), Sara Halliday (Administrator).  
Apologies: Councillor G Allen.

Not Present: Councillors K Sermon and A Simms.

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| No | Subject | Comments |
| 1 | To receive apologies and to confirm that any absence has the approval of the Council. | It was **RESOLVED** to accept the apologies. |
|  | *The Committee will adjourn for the following items:* |  |
|  | A period of 15 minutes will be allowed for members of the public to ask questions or make comment regarding the work of the Committee or other items that affect Totnes. | There were no members of the public present. |
|  | *The Committee will convene to consider the following items:* |  |
| 2 | To discuss with South Hams District Council (SHDC) the 2% increase in parking charges for Totnes. | Cllr Gilbert explained the SHDC decision to increase parking charges by 2% across the district. For Totnes, this meant raising an additional £11000 and Councillors were asked for local input on how this target is met.  Cathy Aubertin explained that after the review of charges last year, Longmarsh use has increased but it is still not as popular as the car parks closer to the town centre. Across Totnes, the most popular tickets are for 2 and 3 hours’ parking. SHDC modelling suggests that the 2% increase could be met by increasing the less popular 4 hour tariff from £3 to £3.50. The SHDC Executive will take all district parking tariff decisions week beginning 23rd April.  Confirmation was given that at all Totnes car parks tickets can now be purchased by phone.  The **RECOMMENDATION** to Full Council is that the 4 hour tariff is increased from £3 to £3.50 in all Totnes car parks (with the exception of Longmarsh), which will keep all other tariffs unchanged for the coming year.  [Note: this recommendation will be circulated outside of Full Council to all Councillors for comment in order to meet the 23rd April deadline.] |
| 3 | To receive an update from the Totnes Renewable Energy Society (TRESOC) about their current projects in the town. | Ian Bright gave an overview of the Totnes Renewable Energy Society, its origins and objectives, previous and planned projects, and its work with schools (none in Totnes). The Totnes community is benefitting from previous investment in the following projects:   * the installation of photovoltaic cells on Leatside surgery, which has seen its electricity bills reduce by 20%; * the Archimedes Screw at Totnes Weir which delivers its power output equally to KEVICC and the aluminium foundry on the industrial estate; and * photovoltaic cells generating free electricity for Follaton Community Centre. |
| 4 | To approve the minutes of the meeting of 15th March 2018. | The minutes were agreed.  Matters arising:  Item 4.1 – the SHDC Tree Officer can meet with Councillors on site on 10th April to discuss concerns.  Item 5.1 – SHDC responded to the further questions raised as follows:   * it is a private nursing home – the applicant may be able to advise on NHS beds ‘bought’; * the care home would be classed as C2 and therefore the accommodation is not counted as dwellings; * there is no SHDC plan for the number of care home applications for Totnes. Such applications are supported by a needs assessment which assesses local demand for the facilitates proposed; * The site is not owned by SHDC and therefore SHDC has not marketed the site for alternative employment use; and * SHDC has asked the applicant to contact the Town Council to arrange a site visit so that they can answer Councillors questions direct.   Item 5.6 – The proposed graphics for the sign were submitted out of Committee for comment, and no comments were received. |
| 5 | To make recommendations on the following planning applications:    5.1) 0158/18/FUL – New multipurpose school hall for assembly, dance, theatre, gym and teaching use; and adjoining class room including link space with WC. Windmill House, Ashburton Road, Totnes, TQ9 5JT.  5.2) 0575/18/HHO & 0634/18/LBC – Householder application and listed building consent for internal alterations, erection of timber framed garden office, replacing an existing dormer on the cottage with new dormer, upgrading existing terrace doors. Jerusalem Cottage, Orchard Terrace, Totnes, TQ9 5EY.  5.3) 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. | Applications available on the SHDC website – [www.southhams.gov.uk](http://www.southhams.gov.uk)  Objection. Cllrs are concerned that the school expansion will have a vehicle and traffic impact onto a busy road. Councillors also supported the objection made about drainage, and the impact that this additional building will have on water and sewage provision.  No objection.  Cllrs remain concerned that the proposed garage/garden room is used only as ancillary to the main dwelling and that condiitions to approval ensure that it is not used as a separate dwelling or for a commercial concern. |
| **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.** | | |
| 6 | To consider the Devon County Council proposal for the introduction of ‘Disabled Badge Holders Only at Any Time’ in a specified length of Collapark. | No objection.  The Committee would like to invite Chris Rook, DCC Highways to a future meeting about street parking provision. |
| 7 | To discuss the new signage for the Totnes Image Bank erected at the Town Mill. | Cllrs Hodgson and Vint declared a personal interest as they know one of the volunteers.  Concerns have been raised about whether the new Image Bank Sign has the necessary planning permissions to be erected (no application was received by the Council). It was **AGREED** that the Administrator would contact the Totnes Image Bank to see if they discussed the new signage with SHDC Planning Department and report back. |
| 8 | To note the agenda of the March Totnes and District Traffic and Transport Forum. | Noted. The issue of emergency planning was also raised, which will be on the agenda for the next meeting. |
| 9 | To note the press release for the national launch of the draft revised National Planning Policy Framework. | Noted. It was **AGREED** that the Administrator would check any public consultation deadline for comments to be submitted. |
| 10 | To note the proposed date of the next meeting – **26th April 2018 at 5pm** in the Guildhall. | Noted.  Cllr Hodgson requested an agenda item on the SHDC Conservation Document. |

CHAIR