**MINUTES OF THE PLANNING AND PLACE COMMITTEE**

**THURSDAY 7TH JUNE 2018 AT THE GUILDHALL TOTNES**

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

In Attendance: Sara Halliday (Administrator).  
Apologies: None.

Not Present: Cllrs Allen and Simms.

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| No | Subject | Comments |
| 1 | To receive apologies and to confirm that any absence has the approval of the Council. | No apologies had been received. |
|  | *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 approve the minutes of the meeting of 17th May 2018 and update on any matters arising. | The minutes have been agreed by Full Council. Matters arising:  Item 2 – Resolved by Full Council. The Administrator will write to SHDC as part of the consultation process.  Item 6 – The meeting between the Totnes Neighbourhood Plan Task and Finish Group and Harberton Neighbourhood Plan was informal and no minutes were taken. There is no revised timeline for the Totnes neighbourhood Plan at present.  Item 7 – Administrator to email the event details to Cllrs Allen, Hendriksen and Paine. |
| 3 | To make recommendations on the following planning applications:    3.1) 0715/18/FUL – READVERTISEMENT (Revised plans and description) Change of use to ancillary studio at first floor level with parking/garden beneath to 2 Plym Villas, Plymouth Road, Totnes, and installation of additional Velux windows to roof, and re-opening of historic opening to side to form new window. Mount Plym Mews, Mount Plym, Plymouth Road, Totnes, TQ9 5PQ.  3.2) 1571/18/LBC – Listed Building Consent application for repairs to existing front elevation windows and replacement of existing slated roof finish with associated lead flashings and cappings. 2 Seymour Terrace, Bridgetown, Totnes, TQ9 5AQ.  3.3) 1575/18/FUL – Replacement windows and installation of new entrance to front. Unit 5, The Business Park, Wills Road, Totnes, TQ9 5XN.  3.4) 1657/18/LBC – Listed Building Consent for fire escape strategy including means of escape to the ground storey, improving fire separation to the first and second storey and the means of escape from the upper storeys. 56 Fore Street, Totnes, TQ9 5RU. | Applications available on the SHDC website – [www.southhams.gov.uk](http://www.southhams.gov.uk)  Cllrs decided that they needed to visit the site to understand the objection from neighbours that has been registered with SHDC.  No objection.  No objection. The application makes no reference to external lighting but if changes are planned Cllrs would request that light levels are reduced to protect the bat pinch points in the area.  No objection. |
| **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 discuss a public complaint about the new signage at 3 Fore Street for ‘Saveurs’ bakery/café erected. | Concerns had been raised by the public about the method of fixing the hanging sign to the building. It was **AGREED** that the Administrator would contact the SHDC Conservation Officer to ensure no breach of planning has taken place. |
| 5 | To consider a response to the ‘Powers for dealing with unauthorised development and encampments’ consultation being run by the Ministry of Communities and Local Government. | Cllrs expressed concern about the lack of recognised sites to move illegal camps on to. It was **AGREED** that due to the consultation deadline (15th June), Cllrs should submit any comments in a personal capacity.  To **RECOMMEND** that the Totnes Neighbourhood Plan Task and Finish Group considers the issue of identifying land for the travelling community as part of the Neighbourhood Plan process. |
| 6 | To note the following event request received by SHDC:  6.1) BRITE 2018 (Totnes Christian Festival), 1400-2000hrs on Saturday 9th June, Vire Island, Totnes.  6.2) Party in the Town, 1700-2300hrs on Saturday 9th June, Civic Square, Totnes. | Noted.  Noted. |
| 7 | To note the proposed date of the next meeting – **28th June 2018 at 5pm** in the Guildhall. | Future agenda item – suitable electric car charging points in the town. |

CHAIR