



**DRAFT MINUTES OF THE TOWN MATTERS COMMITTEE  
THURSDAY 20<sup>TH</sup> DECEMBER 2018 AT THE GUILDHALL TOTNES**

Present: Councillors G Allen, J Hodgson, P Paine, R Vint (Chair) and L Webberley.

Apologies: Cllrs R Hendriksen, M Parker, K Sermon and J Sweett.

Not Present: Cllr B Piper.

In Attendance: Sara Halliday (Administrator).

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. Cllr Sweett had emailed comments about certain agenda items. Councillors appointed Cllr Vint as Chair for this meeting.
	<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 discuss any matters arising from the minutes of 22nd November 2018. (Note: already agreed through Full Council.)	Item 3, 2.10 – Totnes Rugby Club and KEVICC will be invited to the next Town Matters Committee to discuss the potential long-term use of the football field by the Rugby Club.  Item 6 – Letter sent.  Item 8 – Letter sent. An email will be circulated to all Councillors with details of the South Hams District Council Executive Committee discussion last week and the officer's report of the public consultation.
3	To note or make recommendations on the following tree works orders:  Works to Trees in a Conservation Area:  3a) 3875/18/TCA – T1: Walnut – Fell to near ground (tree is infected with Honey Fungus). 1 Cistern Street, Totnes, TQ9 5SP.	No objection.
4	To make recommendations on the following planning applications:  4a) 3947/18/LBC & 3948/18/ADV – Advertisement and listed building consent for external shopfront (2 x fascia Coffee 1 and 1 x projecting sign) and internal alterations at 14-16 High Street; and 3944/18/FUL – Change of use from Class A2 (bank) to a mixed A1/A3 use (coffeeshop)	Applications available on the SHDC website – <a href="http://www.southhams.gov.uk">www.southhams.gov.uk</a>  3944/18/FUL - No objection to change of use from Class A2 to A1/A3.  3948/18/ADV – Objection to the proposed illuminated signs, as the High Street is in the conservation area and no illuminated signs have previously been permitted in High Street or Fore Street.

	<p>together with shopfront alterations. 14 High Street, Totnes, TQ9 5RY.</p> <p>4b) 3945/18/VAR – Variation of condition 5 following grant of planning permission 2927/15/FUL (for amendments to 2 units). Development Site at Sx 794 614, Ashburton Road to Clay Lane, Dartington.</p> <p>4c) 3887/18/FUL – Single storey extension to existing café/bistro and part change of use from A1 to A3. China Blue, Station Road, Totnes, TQ9 5JR.</p> <p>4d) 3386/18/HHO – Householder application for alterations and second storey extension. 23 Elmhirst Drive, Totnes, TQ9 5UX.</p> <p>4e) 3784/18/HHO – Householder application for proposed refurbishment and extensions. 21 Kings Orchard, Totnes, TQ9 5BX.</p> <p>4f) 3684/18/HHO &amp; 3905/18/LBC – Householder application and listed building consent for demolition of existing kitchen lean-to and creation of new kitchen/dining extension. Hatters Cottage, Collins Road, Totnes, TQ9 5PJ.</p> <p>4g) 3831/18/LBC – Listed Building Consent application for modernization of Grade 2 listed building, to include a new second floor bathroom and en-suite, with associated soil pipe connection to existing sewer, complete re-wire, new power points and under floor heating. Strengthen floors by overboarding and/or noggins and additional joists. Replace one ‘modern’ window with new Yorkshire Sash to match other existing. 1 Leechwell Lane, Totnes, TQ9 5EA.</p> <p>4h) 3795/18/ADV – Advertisement consent for installation of 6no A1 boards along cycle path route with 3no wooden notice boards at the ends of the path. Sharpham House, Ashprington. TQ9 7UT.</p>	<p>Support.</p> <p>Support.</p> <p>Support in principle, subject to the submission of a wildlife report, as the works contain changes to a roof space.</p> <p>Support.</p> <p>Cllr Allen declared a personal interest. Support.</p> <p>Support.</p> <p>Support.</p>
<p><b><u>NOTE: Cllrs JH and RV observe and do not vote on any applications which would potentially be discussed at a Development Management Committee meeting at SHDC.</u></b></p>		
5	<p>To note updates from the Young People/Youth Link Councillors.</p>	<p>Cllr Sweett’s report was noted. The Committee were pleased to hear the updates from the various youth groups, and particularly the good works by Jamming Station.</p>
6	<p>To consider a request to introduce residents parking in Parkers Way, Parkers Close and Brooklands in Bridgetown.</p>	<p>This issue has not previously been raised at Bridgetown Alive! meetings. It was acknowledged that there is an issue with those who are parking in residential roads and going off to work in the town all day (at various locations) but creating residents</p>

		<p>parking only pushes the parking problem elsewhere, and that a review of residents parking is needed.</p> <p>To <b>RECOMMEND</b> to Full Council that:</p> <ul style="list-style-type: none"> <li>• The Totnes and District Traffic and Transport Forum look at this request, and all existing residents parking areas, for review; and</li> <li>• TTC conducts a survey of the affected roads to gain the wider opinion of residents.</li> </ul>
7	To confirm the Full Council resolution on the formal consultation for the Baltic Wharf Public Path Varying Order 2018, Footpath No. 2 Totnes.	As no revised plans for the footpath have been received, this item was postponed.
8	To consider whether current defibrillator facilities in Totnes are sufficient.	<p>Cllr Webberley raised concerns from a resident posted on Facebook about the lack of a comprehensive list of defibrillator facilities in Totnes, particularly in Bridgetown, and the struggle to find these details in an emergency.</p> <p>To <b>RECOMMEND</b> to Full Council that:</p> <ul style="list-style-type: none"> <li>• Community groups are made aware of grant funding available to apply for the installation of defibrillators;</li> <li>• TTC encourages those organisations who have defibrillators to ensure they are registered with the South Western Ambulance Service and the websites nddb, heartsafe and goodsamapp; and</li> <li>• TTC asks organisations to confirm the locations of defibrillators in Totnes and that a list of locations is posted on the TTC website, in the Totnes Directory and at bus stops.</li> </ul>
9	To note the Citizens Advice South Hams Annual Report for 2017/18.	<p>Noted.</p> <p>To <b>RECOMMEND</b> to Full Council that TTC supports the Citizens Advice request for funding of £300 as part of its budget setting process in January 2019.</p>
10	To note the appeal decision on Bowden Reservoir, Fishchowters Lane, Totnes, TQ9 7RX.	Noted.
11	To note the Devon County Council True Street Cross at A385 to Blackpost Lane, Berry Pomeroy No Right Turn Order.	Noted. Cllr Hodgson updated the Committee that Berry Pomeroy Parish Council has concerns about this proposed road change and is requesting a site visit with Devon Highways officers to review this and the main A385-Berry Pomeroy junction.
12	To note the Totnes Supporting Fairtrade minutes of the meeting on 13th November.	Noted.
13	To consider the revised Totnes Town Council Transport Policy and Strategy.	Cllr Hodgson explained the changes to the document which had been discussed at the last Totnes and District Traffic and Transport Forum. As the Air Quality Action Plan uses a scoring system for projects, a similar format has been applied and TTC Cllrs should consider how they would grade the potential projects listed based on improving air quality and improving quality of life (columns 1 and 2).

		<p>It was <b>AGREED</b> that:</p> <ul style="list-style-type: none"> <li>• The updated Totnes Transport Policy and Strategy would be circulated to all Councillors, along with the Part 5 – Schemes section for scoring the projects in columns 1 and 2;</li> <li>• All Councillors are encouraged to attend the next Totnes and District Traffic and Transport Forum on 23<sup>rd</sup> January 2019 at 6.30pm at the REconomy Centre where Section 5 will be worked through; and</li> <li>• Section 5 will then return to Town Matters for comment before going to Full Council.</li> </ul> <p>[Cllr Allen left the meeting during this item]</p>
14	To note the date of the next meetings of the Town Matters Committee – <b>Thursday 24th January 2019 at 7.00pm in the Masonic Hall.</b>	Noted.

CHAIR

DRAFT