

**AGENDA FOR THE TOWN MATTERS COMMITTEE
MONDAY 20TH JANUARY 2020 AT THE GUILDHALL, TOTNES**

You are hereby SUMMONED to attend the Town Matters Committee, which is to be held in the Guildhall, Totnes on **Monday 20th January 2020 at 7pm** for the purpose of transacting the following business:

| No | Subject | Comments | Timing |
|--|--|--------------------------------|---------|
| 1 | To receive apologies and to confirm that any absence has the approval of the Council. | | 2 mins |
| | <i>The Committee will adjourn for the following items:</i> | | |
| | Public Question Time: 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. | | 15 mins |
| | <i>The Committee will convene to consider the following items:</i> | | |
| 2 | To update on any matters arising from the minutes of 18 th November 2019. (Note: already agreed through Full Council.) | Document enclosed. | 5 mins |
| 3 | To note any update from the Arts Working Group on 9 th January (standing item). | Document to follow. | 5 mins |
| 4 | To note any update from the Climate Change Working (standing item). | Verbal update – Cllr Allen. | 5 mins |
| 5 | To note any update from the Community Engagement Working Group (standing item). | Verbal update – Cllr Webberley | 5 mins |
| 6 | To note updates from Heritage, and Open Space, Sports Provision, Leisure Link Councillors. | Verbal updates. | 10 mins |
| 7 | To review the ‘Equality Framework for Local Government’ and identify any aspects which Totnes Town Council could adopt. | Document enclosed. | 10 mins |
| 8 | To consider a request to support the Local Electricity Bill. | Document enclosed. | 10 mins |
| 9 | To consider whether Totnes Town Council should become a ‘Purple Angel’ by raising dementia awareness amongst Councillors and officers. | Document enclosed. | 10 mins |
| 10 | To consider a resolution to Full Council which confirms Totnes as a Fairtrade town; and note the minutes of the Totnes Supporting Fairtrade meeting held on 27th November 2019. | Document enclosed. | 10 mins |
| 11 | To consider the ideas received for the re-purposing the proposed adoption of two phone boxes at Swallowfields and Plymouth Road. | Document enclosed. | 10 mins |
| 12 | To consider the NALC Charter for Trees and Woods. | Document enclosed. | 10 mins |
| 13 | To consider the response from the Totnes Community Development Society on the request for a link councillor. | Document enclosed. | 5 mins |
| The Committee 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. | | | |
| 14 | To consider a legally and commercially sensitive issue in relation to a community asset. | | 10 mins |
| 15 | To note the date of the next meeting of the Town Matters Committee – Monday 16th March 2020 at 7.00pm in the Guildhall. | | 2 mins |

Sara Halliday
Committee and Cemetery Administrator

Committee Members – quorum is 3 members (1/3 of elected)

Future meetings agenda items:

Link Councillor Updates:

- Mar – Traffic & Transport, and Environment & Sustainability
- May – Disability, and Business and Employment

- Cllr Piper (Chair)
- Cllr Allen
- Cllr Hendriksen
- Cllr Matthews
- Cllr Paine

- Cllr Perkins
- Cllr Skinner
- Cllr Trow
- Cllr Webberley
- Cllr Vint



Item 2

**MINUTES OF THE TOWN MATTERS COMMITTEE
MONDAY 18TH NOVEMBER 2019 AT THE GUILDHALL TOTNES**

Present: Councillors B Piper (Chair), G Allen, R Hendriksen, D Matthews, P Paine, S Skinner and V Trow.

Apologies: Cllr L Webberley.

Not Present: Cllrs K Perkins and R Vint.

In Attendance: 1 member of the public and Sara Halliday (Committee and Cemetery 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 from Cllr Webberley. |
| <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. | The member of the public wanted to make the Committee aware of the launch in December 2019 of a pilot community website. Totnes was invited to pilot the format (along with a small number of other towns) which is run by a volunteer editor, with various pages for events, articles, gallery for local artists, buy/sell/swap, chat, advertising. The editor has spoken with Totnes Pulse about linking up with their site. Users have to sign up to the site with a 6p minimum payment, which verifies their address as local to Totnes. The site is self-funded at the moment but it is hoped that grant funding could be available going forward. |
| <i>The Committee will convene to consider the following items:</i> | | |
| 2 | To update on any matters arising from the minutes of 16 th September 2019. (Note: already agreed through Full Council.) | <p>Public Session – The Council Matters Committee is due to review the Town Council policies in relation to equality and diversity. The ‘Equality and Diversity Framework for Local Government’ will be discussed at the Town Matters Committee in January 2020.</p> <p>Item 3 – Resolved by Full Council. The officer will email the Totnes Community Development Society to offer link Councillor representation at their meetings.</p> <p>Item 5 – Resolved by Full Council. A letter has been sent to South Hams District Council; Opus are the Council’s energy provider who perform well in renewable energy provision; and the issue of the pension provider will be raised at the next staff meeting.</p> <p>Item 7 – Cllr Skinner updated on the carnival AGM. The carnival in 2020 will be a walking procession with the aim to be greener with no floats. It is hoped to involve the lantern festival (although the light evenings will not be ideal). It is proposed to hold the carnival on 4th July so that schools can be involved.</p> |

| | | |
|---|---|---|
| | | <p>Cllrs agreed that this is a new start for the carnival, and that bookending the summer with the carnival at the start and the lantern festival in September/October is a welcome idea.</p> <p>Item 8 – Resolved by Full Council. A draft article has been sent to the Totnes Times (but not yet covered).</p> <p>Item 9 – Resolved by Full Council. The bins will be installed near 38 and 63 Fore Street.</p> <p>Item 10 – Resolved with amendments by Full Council.</p> <p>Item 12 – Resolved by Full Council. A letter was sent by the Clerk on 28th October and the MP’s response has been circulated to all Councillors.</p> |
| 3 | To consider any actions from the Arts Working Group on 11 th November. | <p>Cllr Piper updated that:</p> <ul style="list-style-type: none"> • Planning for the Christmas Festival is going well. • The Community Arts Day on 16th November had been a success, with the lighting and music in the hall better than last year. • The Christmas Tree has gone up in the Civic Square today, and the lights switch on will be on Tuesday 26th November, with music from local schools and a Santa’s grotto in the Civic Hall. • The next meeting will be on 5th December at 1pm. |
| 4 | To consider any actions from the Climate Change Working Group on 22 nd October. | <p>Cllr Allen updated that the actions from the previous meeting had been taken forward and included:</p> <ul style="list-style-type: none"> • Support for the Climate Emergency Week in the Guildhall which ran from 3rd-9th November. • Tree planting event planned for 24th November at Baltic Wharf and networking to link those interested in donating or planting trees. • Encouraging festival organisers of events in the town to be plastic free. • The idea of a composting business in the town to take commercial tree and gardening waste. • The next meeting will be on 19th November. |
| 5 | To consider any actions from the Community Engagement Working Group on 18 th November. | <p>In the absence of the Chair (Cllr Webberley) there was an informal discussion between Councillors. It was concluded that:</p> <ul style="list-style-type: none"> • A deputy chair needs to be formally elected at the next meeting proposed for January 2020, as there is value in these Working Group meetings continuing. • Community Engagement has improved with items in the Totnes Directory, changing the public session to before Full Council, craft days and ‘Meet your Councillor’ events. • Specific ‘Meet your Councillor’ events need to be timed for the location – for example, |

| | | |
|----|---|---|
| | | <p>Follaton needs to be in the summer when people are around. The Saturday event where a pitch was taken near the market went well, as has a presence at the St John's Community Café.</p> <p>It was AGREED to ask Cllr Allford to circulate the notes that she had taken to all Cllrs for information.</p> |
| 6 | To note updates from the Elderly and Vulnerable People, and Young People/Youth Link Councillors. | No updates were provided. |
| 7 | To note the Devon County Council (Traffic Management) Permit Scheme Order. [Deadline for responses is 18 th November – Cllrs have been emailed separately about this issue and see www.devon.gov.uk/workpermit-scheme .] | Noted. |
| 8 | To note the Devon County Council 'Engaging Rural Micro Business' trial. | Noted. To RECOMMEND to Full Council that Totnes Town Council recognises the importance of micro businesses and would seek to encourage South Hams District Council to support this type of business venture in particular. |
| 9 | To note the Devon Highways Winter Newsletter. | Noted. It was AGREED to put an item to the Totnes Town Council website home page and Facebook to ask the public to check if a grit bin is empty and if it is to report it to Devon Highways at https://www.devon.gov.uk/roadsandtransport/report-a-problem/ and select the grit bin option. Councillors would also be emailed to alert them to this website link. |
| 10 | To note the minutes of the Totnes Supporting Fairtrade meeting and AGM held on 2 nd October 2019. | Noted. |
| 11 | To note the date of the next meeting of the Town Matters Committee – Monday 21st January 2020 at 7.00pm in the Guildhall. | Noted. |

[Home](#) > [Our support](#) > [Guidance and resources](#) > [Equality frameworks](#)

Equality Framework for Local Government

The framework helps local councils to meet their obligations under the Equality Act 2010 including the Public Sector Equality Duties (PSED)

The Equality Framework for Local Government (EFLG) comprises five performance areas:

- Knowing your communities
- Leadership, partnership and organisational commitment
- Involving your communities
- Responsive services and customer care
- A skilled and committed workforce.

In addition, it has three levels of achievement, namely:

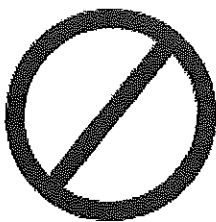
'Developing'

'Achieving'

'Excellent'.



Equality Framework For Local Government (EFLG) 2018
540.96 KB - PDF



Understanding equality

The Equality Act 2010 challenges organisations to know how age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion/belief, sex, and sexual orientation describe the experiences of local communities, both individually and collectively. Thinking about the relationship between these 'protected characteristics' explains the difficulties and opportunities arising from the diversity of local areas. They are a reminder that the consequences of difference on effective service delivery cannot be avoided either for the provider or the user.

Organisations are expected to use this understanding to demonstrate 'due regard' to the Public Sector Equality Duty to:

- eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the act
- advance equality of opportunity between people who share a protected characteristic and those who do not
- foster good relations between people who share a protected characteristic and those who do not.

The purpose of the Equality Framework for Local Government (EFLG) remains to help organisations, in discussion with local partners including local people, review and improve their performance for people with characteristics protected by the Equality Act 2010. By using the EFLG organisations can also be helped to deliver on the public sector equality duty (PSED). Organisations using the guidance for self-assessment are likely to reference other locally appropriate characteristics evidenced as suffering inequality (then those mentioned in the PSED). The EFLG continues to encourage local adaptation with a focus on local issues and problems, and prompts learning from, and the spreading of, good practice.

The five performance areas of the Equality Framework for Local Government

1. Knowing your communities

Local authorities aim to base their policies, procedures and other actions on sound evidence and research around the needs of their communities. This principle should also apply to their work to promote equality and diversity. That is why the EFLG begins with the section on 'Knowing your communities'.

Good equality analysis enables authorities to understand the differences in outcomes and opportunities experienced by people in different communities in key areas of life such as health, education, community safety, housing quality, access to work and so on. Equality analysis is about identifying where the outcomes and opportunities gaps are for different communities, including those sharing the protected characteristics.

This means making use of national as well as local data and public sector bodies sharing evidence with each other where possible. Measuring the gaps in outcomes and opportunities should be the basis of identifying local priorities and providing the evidence base both for decisions about service policy and delivery and for monitoring the effects of these decisions on local communities. This will mean understanding the relationship between these characteristics and socio-economic status and the experience of other vulnerable groups like looked-after children and white working class boys with poor educational attainment. Other factors, for example literacy and numeracy skills, can also affect someone's life chances.

Unless equality-related data is collected and analysed, there is a danger that local authorities will base their work on assumptions or stereotypes rather than hard facts. In addition, with the development of the 'personalisation' agenda over the past few years, the delivery of services has become more tailored to addressing an individual's specific needs in ways which are that are pertinent to her or his circumstances. A 'one-size-fits-all' approach is no longer enough.

'Knowing your communities' includes three elements within the framework. These are:

- Collecting information
- Analysing and using information
- Sharing information between partners.

2. Leadership, partnership and organisational commitment

We know that strategic leadership – both political and managerial – is key to establishing a strong vision for equality and improving equality outcomes. Local councillors in particular have a central role to play in ensuring that equality issues are integral to the local authority's performance and strategic aims, and that there is a strong vision and public commitment to equality across public services.

The framework also emphasises the importance of working in partnership with local partners in health, police, fire and rescue services, and the voluntary and community sector. Strategic partnerships will often be the natural vehicle for such partnerships. Narrowing equality gaps and improving the life chances of different groups will require a pooling of evidence, resources and action planning.

For areas with district and county councils, working together on equalities will often be the necessary and most efficient way of addressing local inequalities.

Vision and partnership needs to be backed up by organisational commitment. The equality framework looks for evidence of this in terms of resource allocation, compliance with public duties, democratic engagement, scrutiny, service planning and

procurement.

'Leadership, partnership and organisational commitment' within the framework comprises seven main elements:

Leadership

Local vision and priorities

Equality objectives

Monitoring and scrutiny

Effective communication

Commissioning and procuring services

Fostering good relations.

3. Involving your communities

Increasingly, local authorities are using a wide range of methods to involve residents in developing their policies and evaluating their effectiveness. These include focus groups, service panels, emails and social media. Whatever the means of engaging people, however, the important thing is that care is taken to ensure the views of a wide cross-section of people who live and work in an area are obtained. This means finding ways to facilitate the participation of all local people, including the vulnerable and marginalised, through working effectively across agencies and with partners.

'Community engagement and satisfaction' comprises three main elements within the framework:

Engagement structures

Effective engagement

Participation in public life.

4. Responsive services and customer care

Public services must meet the needs of a diverse range of local communities and individuals. The social and economic make-up of places varies greatly, and is dynamic over time. Providers therefore need to have a strong understanding of their local area in order to target resources to where they will be most effective, for example in meeting the needs of vulnerable people or communities and delivering good equality outcomes. Excellent service providers are proactive, rather than reactive, and are able to consider interrelated and long-term outcomes.

Users of a local authority's services should be treated with dignity and respect. Human rights considerations lie at the heart of such treatment, and the framework includes a section which relates to a knowledge and understanding of human rights.

'Responsive services and customer care' within the framework comprises five main elements:

- Equality analysis/ impact assessment
- Integration into business planning and delivery
- Service level procurement
- Accessible services
- Human rights.

5. A skilled and committed workforce

As part of their work to promote equality and diversity, local authorities need to ensure that they reflect these aspirations in their role as an employer as well as in their role as a service provider. This means that not only should all their human resources (HR) policies and procedures reflect good practice in equality and diversity, but also that anyone who applies to the organisation or who works for it feels confident that they are treated fairly.

'A modern and diverse workforce' comprises 10 main elements within the framework:

- Workforce diversity
- Workforce strategy
- Workforce monitoring
- Equality analysis/impact assessment
- Staff engagement
- Promoting an inclusive working environment
- Equal pay
- Harassment and bullying
- Appraisal
- Learning and development.

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Request to support the Local Electricity Bill

1 message

29 November 2019 at 18:33

Re: administrator@totnestowncouncil.gov.uk
To: Mrs Marlton <administrator@totnestowncouncil.gov.uk>

Dear Mrs Marlton,

I am writing to ask that you please join 27 Parish, Town and Community Councils that have already resolved to support the Local Electricity Bill.

The Bill, if made law, would empower local communities to sell locally generated clean energy directly to local customers by establishing a statutory Right to Local Supply. This is currently impossible because of the huge setup and running costs involved in doing so.

The ultimate result of this would be:

1. Local communities and businesses could buy their electricity from a local energy company.
2. Building more local renewable energy would be financially viable.
3. Communities would benefit from the revenues that new local energy supply companies would generate, such as more local skilled jobs, energy efficiency schemes and investment in local facilities.

Could you please help by doing the following?

1. Ask Totnes Town Council to support the Local Electricity Bill. A suggested resolution is further below.

2. Sign up to the campaign as an individual, which you can do here:
www.powerforpeople.org.uk/sign-up

Please reply if you would like a more detailed briefing or to ask anything about the Bill or our campaign for it.

Kind regards
Steve
Director
Power for People
www.powerforpeople.org.uk

See a copy of the Bill here:
<https://powerforpeople.org.uk/wp-content/uploads/2019/03/Local-Electricity-Bill.pdf>

See a list of the cross-party group of 115 MPs supporting the Bill here:
<https://powerforpeople.org.uk/local-electricity-bill-supportive-mps/>

The Councils supporting the Bill are:
Barwell Parish Council, Bideford Town Council, Blackawton Parish Council, Boughton Monchelsea Parish Council, Braemar Community Council, Chesham Town Council, Chidham and Hambrook Parish Council, Comhairle nan Eilean Siar, Dittisham Parish Council, Great Boughton Parish Council, Hales &

Heckingham Parish Council, Humberston Parish Council, Langford & Ulting Parish Council, Langton Matravers Parish Council, Mungrisdale Parish Council, Newbald Parish Council, Newton and Noss Parish Council, Sandwick Community Council, Scrooby Parish Council, Shrewsbury Town Council, St David's City Council, Studley Parish Council, Sutton St. James Parish Council, Taffs Well Community Council, Tattenhall & District Parish Council, Trotton with Chithurst Parish Council and Worlingworth Parish Council

Council Draft Resolution

That Totnes Town Council

I) notes that the Local Electricity Bill

- aims to address the current situation, whereby the very large financial setup and running costs involved in selling locally generated renewable electricity to local customers result in it being impossible for local renewable electricity generators to do so,
- if made law, would make these financial costs proportionate to the scale of a renewable electricity supplier's operation and therefore empower councils, together with their communities, to sell locally generated renewable electricity directly to local people, businesses and organisations, and
- would result in councils or community organisations that set up local renewable electricity companies receiving revenues that could be used to help fund local greenhouse gas emissions reduction measures and to help improve local services and facilities

II) accordingly resolves to support the Local Electricity Bill, supported by a cross-party group of 115 MPs during the 2017-19 Parliamentary session; and

III) further resolves to write to the organisers of the campaign for the Bill, Power for People, (at 8 Delancey Passage, Camden, London NW1 7NN or info@powerforpeople.org.uk) expressing its support.

This email was sent to administrator@totnestowncouncil.gov.uk
[why did I get this?](#) [unsubscribe from this list](#) [update subscription preferences](#)
Power for People · 8 Delancey Passage · London, NW1 7NN · United Kingdom

ITEM 7 – EQUALITY FRAMEWORK FOR LOCAL GOVERNMENT

Officer Advice - The Council Matters Committee will consider the Council's 'Equalities Policy for Councillors and Staff' in February 2020.

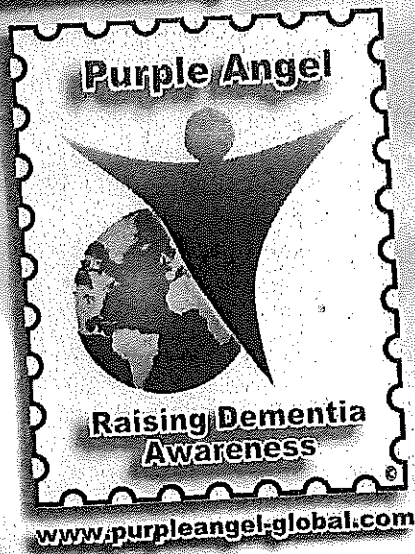
ITEM 9 – DEMENTIA AWARENESS

The Purple Angel Dementia Campaign began in Devon when Norman McNamara (diagnosed with dementia at 50yrs) launched the Torbay Dementia Action Alliance.

The purpose of the Purple Angel Dementia Campaign is to raise awareness, give hope to and empower people with dementia by giving out information on how shops, businesses and other services can support people who have these progressive diseases – both elderly and younger onset.

Officer Advice - The requirement is for Councillors and officers to read through the two attachments 'A Guide to Understanding Dementia' and 'What is Dementia?'

Understanding Dementia



Hiya guys, as a person with Dementia (since 2006) I have been asked to explain what people might come across when they meet someone with dementia. Here are some examples:-

1. Money handling

People with dementia may have trouble understanding their money. They may appear to struggle to understand the amount they have to pay and the amount they have to give you. This applies in shops, banks and post offices etc. A little patience and understanding will help enormously.

2. Confusion and Staring

Dementia sometimes causes a 'catatonic trance'; It may look like 'daydreaming'. Looking or becoming confused is also very common, this happens when the person with dementia is having a problem focusing on what to do or where to go next. A little gentle reassurance and an offer of help will be valued.

3. Spatial Awareness

A person may reach out for something and not quite understand why they haven't been able to get what they want. Also bumping into things and looking very unsure as where they are putting their next step is common, you can often see the look of confusion in their eyes. In cases of non-Dementia, they usually look confident but still can't get to grips with doing the smallest things, this could mean there are other non-Dementia causes involved.

a guide to Understanding Dementia

4. Speech

Someone with Dementia tends to repeat themselves and may ask you the same thing, sometimes over and over again. A little patience and a helping hand to take them to what they are looking for will be valued; if they can see what they want, usually that will do the trick. Stammering and stuttering are not always just signs of a speech impediment it can also be symptomatic of dementia as I know from personal experience. Sometimes people with this illness will try and say something but will come out completely non-sensical, other times you will see their sheer frustration at not being able to say what they want to say. People with dementia doing this will look very frustrated and sometimes even angry. People who have lived with a speech disorder for some time don't usually react like this.

5. Repetitiveness

This comes in many forms but the most common form after speech repetitiveness is doing the same action time and time again. This may include putting more than one of the same products in their shopping baskets/trolleys, or where shops are concerned, they may buy the same thing over and over again. This does not only include food retail but also places like Post Offices and banks. I have personally known cases where people who are known to a butcher have bought impractically large amounts of meat when it is clearly unlikely that they need so much and have never been asked the question 'why?'. A risk of them doing this can be that perishable foods are not consumed within the safe life of the product.

6. Checkouts

In larger retail outlets, checkout staff scanning items and need to be aware that if a person is having trouble keeping up with the conveyor speed, to slow down the process to a more manageable pace. Sometimes the speed items reach the packing area is enough to confuse an able bodied person, let alone someone with dementia. This happened to me in a busy supermarket, but once I brought it to the attention of the manager, they put some training into place to look out now for anybody struggling with the speed of the tills.



7. Talking about Dementia

Some people with dementia don't care who knows (eg. me!) and others feel quite ashamed of having it or are in complete denial. It's your approach that matters is important here. Don't ask if people are suffering with Dementia, but try to keep in mind that Dementia is a debilitating disease of the brain and that it is not always an age related disorder. Early onset Dementia has been diagnosed in people as young as early their 50s.

If someone volunteers the information that they have Dementia, ask them what kind of dementia, how long they have had it and how well they manage it. Sometimes showing an interest in them will let them know they are not on their own. My personal experience is that Dementia can seem the 'loneliest disease in the world'

In short, the more people understand this disease and talk about it, the more the stigma that is attached to it, will be reduced and eventually be resigned to a distant memory.

Thank you so much for your understanding and please remember, the person who is having these troubled times in front of you, could one day be you yourself.

Norman McNamara was diagnosed with Dementia in 2008, at the age of just 50yrs old.

WHAT IS DEMENTIA?

If you, or a friend or relative, have been diagnosed with dementia, you may be feeling anxious or confused. You may not know what dementia is. This factsheet should help answer some of your questions about dementia, including what causes it and how it is diagnosed. The term 'dementia' describes a set of symptoms which include loss of memory, mood changes and problems with communication and reasoning. These symptoms occur when the brain is damaged by certain diseases, including Alzheimer's Disease and damage caused by a series of small strokes,

Dementia is progressive, which means that the symptoms will gradually get worse. How fast dementia progresses will depend on the individual person and what type of dementia they have. Each person is unique and will experience dementia in their own way. It is often the case that the person's family and friends are more concerned about the symptoms than the person may be themselves.

Symptoms of dementia may include the following:

- Loss of memory – this particularly affects short term memory, for example forgetting what happened earlier in the day, not being able to recall conversations, being repetitive or forgetting the way home from the shops. Long term memory is usually still quite good.
- Mood changes – people with dementia may be withdrawn, sad, frightened or angry about what is happening to them.
- Communication problems – including problems finding the right words for things, for example describing the function instead of naming it.

What causes Dementia?

There are several diseases and conditions that result in dementia. These include

Alzheimer's Disease, - the most common cause of dementia. During the course of the disease the chemistry and structure of the brain change, leading to the death of brain cells. Problems of short-term memory are usually the first noticeable sign.

Vascular Dementia – If the oxygen supply to the brain falls due to vascular disease, brain cells are likely to die and this can cause the symptoms of vascular dementia. These symptoms can occur either suddenly, following a stroke, or over time through a series of small strokes.

Dementia with Lewy Bodies – This form of dementia gets its name from tiny abnormal structures that develop inside nerve cells. Their presence in the brain leads to the degeneration of brain tissue. Symptoms can include disorientation and hallucinations, as well as problems with planning, reasoning and problem solving. Memory can be affected to a lesser degree. This form of dementia shares some of the characteristics with Parkinson's Disease.

Fronto-temporal dementia (including Pick's Disease) – In fronto-temporal dementia, damage is usually focused in the front part of the brain. At first, personality and behaviour changes are the most obvious signs.

Who gets Dementia?

There are about 800,000 people in the UK with dementia. Dementia mainly affects people over the age of 65 and the likelihood increases with age. However, it can affect younger people: there are over 17,000 people in the UK under the age of 65 who have dementia. Dementia can affect men and women. Scientists are investigating the genetic background to dementia.

Can dementia be cured?

Most forms of dementia cannot be cured, although research is continuing into developing drugs, vaccines and other treatments. Drugs have been developed that can temporarily alleviate some of the symptoms of some types of dementia.

How can I tell if I have dementia?

Many people fear they have dementia, particularly if they think that their memory is getting worse or if they have known someone who has had the illness. Becoming forgetful does not necessarily mean that you have dementia; memory loss can be an effect of aging, and it can also be a sign of stress or depression. In rare cases, dementia like symptoms can be caused by vitamin deficiencies and/or a brain tumour.

Diagnosing dementia.

It is very important to get a proper diagnosis. A diagnosis will help the doctor rule out any illnesses that might have similar symptoms to dementia, including depression. Having a diagnosis may also mean it is possible to be prescribed drugs to alleviate symptoms. Whether you are someone with dementia or a carer, a diagnosis can help with preparing and planning for the future.

Dementia can be diagnosed by a doctor – either a GP or a specialist. The specialist may be a geriatrician (a doctor specialising in the care of older people), a neurologist (someone who concentrates on diseases of the nervous system) or a psychiatrist (a mental health specialist). The doctor may carry out a number of tests to check basic thinking processes and the ability to perform daily tasks. They may request further tests, such as a brain scan or more in-depth assessment of memory, concentration and thinking skills.

Useful contacts

Alzheimer's Society National Helpline number: 0300 222 1122

Torbay Dementia Action Alliance: www.tdaa.co.uk

Totnes Supporting FairtradeMinutes of Meeting Wednesday November 27th 2019 The Seven Stars

Present: Chairman : David Horsburgh , Pruw Boswell Harper, Lionel Harper, Colin Luker, Ann Arscott , Carolyn Stilwell

Apologies : Wendy Hartley, Frances (Fran) Deimel

Matters Arising**Stickers**

Wendy has forty new stickers have been produced. Thanks to Mark and Pruw.

We proposed to give them to businesses that sell at least two fair trade products, but Fairtrade organisation stipulate 4 products, so to meet their requirements we should only give stickers if at least 4 fairtrade products are sold.

Treasurers Report

We have £536.48 in the bank.

About £400 is needed for the schools conference. (Thursday February 27th 2020.)

David will apply for Paige Adams funding, but the meeting of this trust is probably not until March 2020 .

Councillors to be approached to ask for funding.:

Lionel will ask Jo Sweett. **Pruw** will ask John Birch and Jackie Hodgson, but we are aware that Jackie gave us money last year so she may feel she should allocate it elsewhere this time.

David will ask Joseph Rose.

Fairtrade Quiz at The Bay Horse Horse, Monday February 10th 2020 will be a fundraiser. Ann asked us to encourage lots of friends to attend, as more teams mean more money for the cause.

Leaflets

At our July meeting Wendy showed us an excellent colourful leaflet Great Torrington fairtrade group have produced. A4 folded into three. **Pruw** has produced something similar for Totnes. She contacted the Great Torrington group find out how they went about producing the leaflet and how they funded it but had no response.

We would need to include all the shops and businesses that sell fairtrade

Pruw will find out the cost of producing 500 leaflets and 1000 leaflets. Need to consider where they would be put eg TIC, all the churches, Caring Town Totnes office , cafes .library, museum.

It would need updating every year to include an up to date list of the businesses and organisations who are selling or using fairtrade products.

We need to check that churches and other organisations such as U3A and the W.I are still committed to supporting fairtrade and are using fairtrade tea , coffee etc at their meetings

Action Plan for renewal of Fairtrade Town status

We have until July 2020 to complete the goals.

We need to ask the Town Council to affirm their resolution supporting Fairtrade and agreeing to serve Fairtrade products. This is Goal 1 of the action plan, which has to be renewed every two years.

Colin was asked to propose this resolution to the Town Council and also to ask Berry Pomeroy Parish Council if they would support this resolution.

The Minutes of our meetings are sent to the Town Council. **Colin** was asked to check that they are listed under correspondence.

Jackie to be asked to ask Dartington and Staverton Parish Councils to agree a resolution supporting Fairtrade and to serve Fairtrade products at meetings.

Fairtrade Primary Schools Conference booked for Thursday February 27th 2020 at KEVICC. Cocoa growers attending.

We hope to have a tea party in the Guildhall in the afternoon.

Colin, as a town councillor , to be asked to please book the Guildhall for that afternoon from 1.30 p.m. till 5 p.m. (Allowing time for preparation and clearing up.)

Carolyn will ask KEVICC if we may put one of our banners on their fence opposite the entrance again.

We will contact Morrisons to ask if we can have a stand promoting fairtrade in fairtrade fortnight

AOB

Pruw and Lionel will decorate the Fairtrade Christmas tree at the Methodist Church again.

David will contact Delvine Chubb regarding possibility of organising a fundraising Bingo evening.

Colin will contact Wendy to ask about having someone to speak about fairtrade at a U3A meeting.

Date of next meeting: 5.45p.m. Thursday January 16th 2020 The Seven Stars.

ITEM 10 – CONFIRMING TOTNES AS A FAIRTRADE TOWN

There is a requirement for Totnes Town Council to affirm its commitment to supporting Fairtrade every two years if it is to be recognised as a Fairtrade town. It is suggested that Councillors consider factors such as how the Council balance the aims of climate change/Fairtrade in terms of buying, for example is it more important to shop Fairtrade or local in terms of priority?

It is proposed that the following draft resolution is considered before making a recommendation to Full Council:

'That Totnes Town Council re-affirms its support of the Fairtrade movement and commits to using Fairtrade products in its Offices and at meetings wherever possible and practical. It will continue to promote Totnes as a 'Fairtrade Town' in its signage and publicity and will encourage all local organisations to purchase and use Fairtrade products.'

ITEM 11 – IDEAS FOR THE PROPOSED ADOPTION OF PHONE BOXES ON PLYMOUTH ROAD AND SWALLOWFIELDS

In response items posted on the Totnes Town Council website and Facebook page, the following ideas have been received from the public:

- Plymouth Road – leave empty for people to shelter in the rain.
- Swallowfields – wildlife information centre (Devon Wildlife Trust have been contacted about this, but no reply has been received).
- Defibrillators (3 suggestions).
- Book swap/share (4 suggestions).
- Water filling station (2 suggestions).
- First Aid Kits and bags of grit.
- Free helpline for those with no phone or internet.
- Clothing exchange:
- A box for the elderly to sit down and rest.
- Feeding and changing space for mum and baby.
- Veg box – food left over from restaurants and cafes placed in the phone boxes for those in need.
- Essentials for the homeless (food, tins, clothing).
- Vivariums/plant growing space which greens the phone box.
- Tiny disco (like in Kingsbridge – see below).
- Small coffee stand. [Note to Cllrs – the adopted phone boxes cannot be used to run a business.]

Kingsbridge Smallest Disco - Background

From Kingsbridge and Salcombe Gazette, 5th June 2018 - The 'smallest nightclub in the world' has opened in the South Hams, as the 5,000th BT phone box is repurposed.

Kingsbridge Town Council has bought the phone box at the top of Fore Street, outside the police station, from BT for £1 and BT helped installed a music system, a glitter ball and lighting as part of the celebrations around reaching this national milestone of the 5,000th 'adopted' phone box.

Instead of making phone calls, the phone box will play records such as 'Hanging on the Telephone' by Blondie, 1978, and 'Telephone Line' by Electric Light Orchestra, 1976. Music lovers will be able to listen to a record by paying £1 to use a dial-a-disc-type record system.

All proceeds will be donated to the charity @115, at the top of Fore Street, which supports adults with learning difficulties.

Cllr Chris Povey, Kingsbridge Town Council, said: "This red phone box is an important part of Kingsbridge's heritage and we were determined to keep it, but we also wanted to do something different with it - something really eye catching so we came up with making it the world's smallest nightclub.

"Very importantly, it will also help raise funds for a Kingsbridge charity, which provides a vital service for the local community."

The Kingsbridge phone box - well over 60 years old - appears to beat the current holder of the 'world's smallest nightclub' title, Club 28 in Rotherham, which reportedly holds a maximum of seven people, including the DJ.

The Kingsbridge phone box nightclub has little more than half the floor space of the Rotherham disco and will usually only accommodate one music lover at a time...or two at a squeeze.

Of the 5,000 adopted kiosks across the UK, the Kingsbridge phone box is believed to be the only one to be used as a disco. The most likely uses for adopted boxes are as art galleries, notice and information boards, book exchanges and to house lifesaving defibrillator equipment.

From BBC website, 20th June 2018 - A nightclub in a phone box has been branded "pointless" after it emerged it is closed at night because the owners do not have a licence.

The Kingsbridge phone box with a music system and glitter ball is thought to be the world's smallest club. The town council uses it to raise money for charity but did not apply for an entertainment licence to open at night.

It has "no plans" to apply for the licence, which residents said "defeats the point". The phone box is shackled shut with a cable from 23:00 until 08:00.



Charter for Trees, Woods and People

A guide for parish, town
and community councils



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WTML/ALAN ROWELL

Introduction

In 2017 more than 70 organisations came together to call for a better relationship between trees and people in the UK with the creation of the new Charter for Trees, Woods and People.

Throughout the year hundreds of parish, town and community councils joined in to add their support for the new Tree Charter.

Councils gathered stories about their local trees, participated in the National Association of Local Councils Tree Charter survey, planted hundreds of Tree Charter Legacy Trees as a sign of commitment to trees in the future, and collected thousands of signatures of support for the charter.

This toolkit provides guidance on applying the 10 Principles of the Tree Charter for local councils. It offers guidance on how the Tree Charter can be used, in conjunction with strategies such as neighbourhood planning and the Tree Warden Scheme, to support local council practice regarding trees.

87% of councils discuss issues around trees during council meetings.

22.8% of councils have guiding policies concerning trees.

Response taken from NALC's Tree Charter Survey

Just the beginning

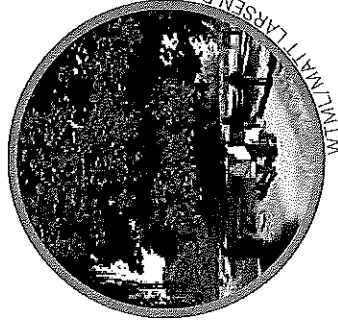
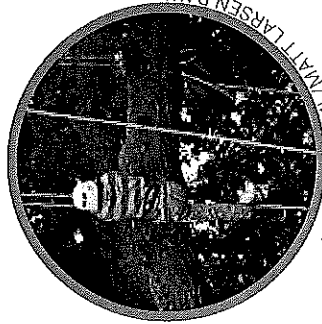
This is just the beginning of an exciting new time for trees in the UK. By embracing the Tree Charter, parish, town and community councils have placed themselves at the centre of the conversation about policy and practice regarding trees. By adopting and enacting the 10 Principles of the Tree Charter, councils will become a leading force for good practice for trees in the UK.

The 10 Principles of the Tree Charter

The 10 Principles of the Charter for Trees, Woods and People offer the bedrock for better policy and practice regarding trees in the UK. Composed by the experts developing the Tree Charter, each principle is accompanied by evidence, articles and calls to action.

In this toolkit, we give a brief introduction to each principle and explain what, in practice, they mean for your council. We hope these principles will inform and inspire councils to enact the Tree Charter, partly through strategies such as neighbourhood planning and the Tree Warden Scheme (see page 26-27) but also through defining their own initiatives and activities.

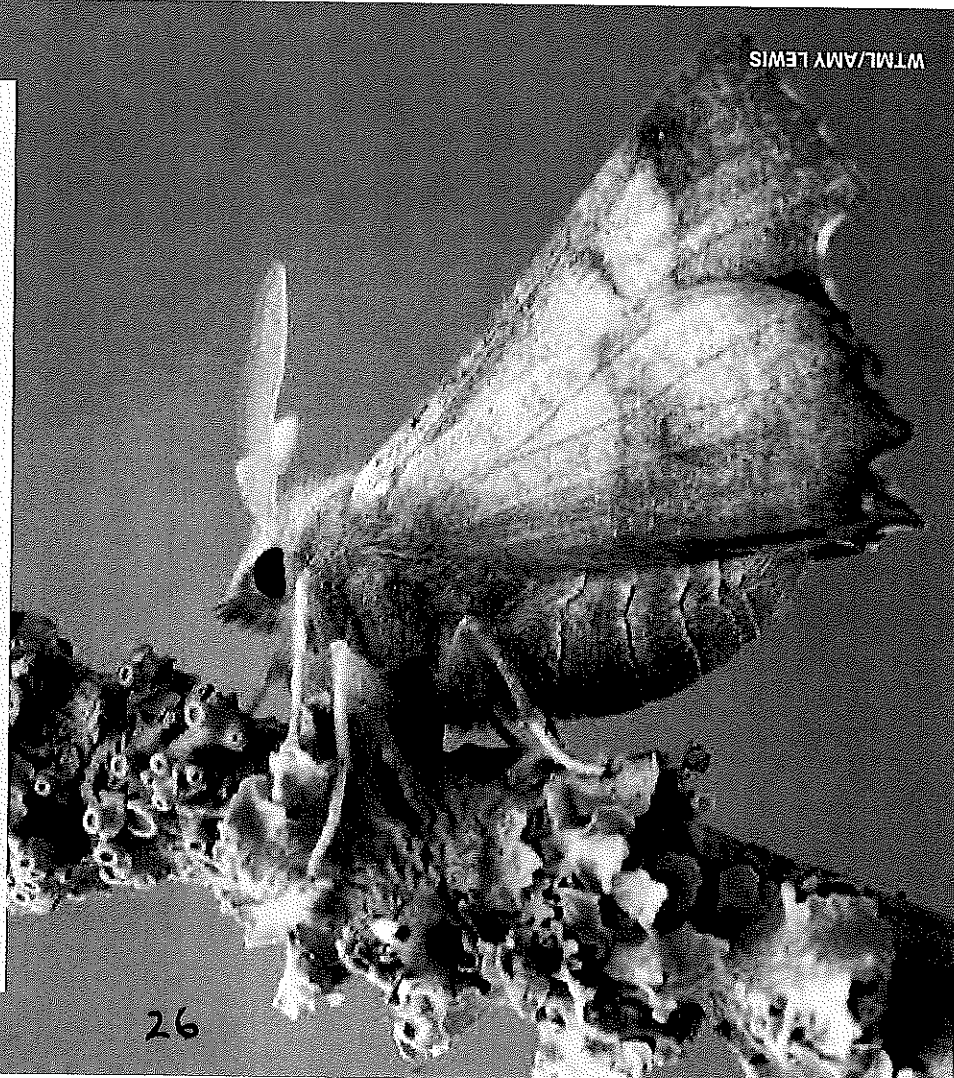
You can find more resources, information and evidence about each principle on the Tree Charter website: treecharter.uk



WTML/MATT LARSEN DAW

Principle: Sustain landscapes rich in wildlife

Each tree is a world within itself, teeming with life. A fallen branch is a feast for beetles, fungal-rich woodland soil is a wildflower bed. A hedgerow is a living network, where a host of creatures share their home. Forests are full of opportunities for people, but their natural wealth is the wildlife. Our future good means thinking in the round, adapting plans to what is on the ground. New urban and transport projects should make routes for our native wildlife to move forward too. Take heed of nature's needs.



WTM/AMY LEWIS

Landscapes must have a rich diversity of trees, hedgerows and woods if they are to provide the homes, food and safe routes necessary to support the UK's wildlife. Through planting projects and good management, councils can support tree diversity in the environments under their care.

Councils in England have a biodiversity duty. Ensure your council has proper knowledge of this duty.

98% agreed the wildlife habitats trees provide were of benefit to their community.

Response taken from NALC's Tree Charter Survey

Take action

- Learn more about the wildlife that depends on woods and trees: www.woodlandtrust.org.uk/visiting-woods/trees-woods-and-wildlife
- Help track the effects of weather and climate change on wildlife near you: www.naturescalendar.org.uk
- Create a local nature action plan with this guide from RSPB: www.rspb.org.uk/get-involved/activities/give-nature-a-home-in-your-garden
- The Wildlife Trust's ideas for helping UK wildlife: www.wildlifetrusts.org/how-you-can-help
- For support regarding hedge management, check out: www.hedgelinek.org.uk
- Orchard Network works to conserve orchard and fruit tree heritage: www.ptes.org/campaigns/traditional-orchard-project/orchard-network

Principle: Plant for the future

When we enjoy the company of a treasured tree or the beauty of a favourite wood we often owe thanks to those with the foresight and confidence to invest in the future. We must show that same generosity of spirit, that same sense of hope for the future, and plant more now. Line streets with living greenery, let trees allow shifting colour into every life. More orchards for communities, more hedges for wildlife, more forests for timber and jobs. Nurture people's pride in their local trees and empower them to care for their future.

Right tree, right place, bright future.

New trees can enhance streets, private gardens, hospitals and schools, in both rural and urban settings. Councils are perfectly placed to set up community orchards and work with local schools to get children involved in planting activities. Councils can introduce guiding policies or neighbourhood plan policies on planting. Aspire to replace every tree which is felled in your community. Some, local authorities have adopted 2 for 1, or even 3 for 1, replacement policies.

Remember to plan your planting activities responsibly. Make sure you understand how large the trees

you plant will become – both above and below ground – and plan for the cost of maintenance.

Around a third of councils said they were already involved in planting activities within their community, often in partnership with volunteer conservation groups, schools, national charities or other bodies.

Response taken from NALC's Tree Charter Survey

Take action

- Use neighbourhood planning to create positive planting policies. Read the three strategies on page 25 and visit the Woodland Trust's website for more information: www.woodlandtrust.org.uk/get-involved/campaign-with-us/in-your-community/neighbourhood-planning
- Get free trees to plant in your community: www.woodlandtrust.org.uk/plant-trees
- Think about the type of tree you are going to plant. Learn more about the UK's trees at: www.woodlandtrust.org.uk/visiting-woods/trees-woods-and-wildlife/british-trees
- Learn how to plant a tree that will thrive: www.rhs.org.uk/Advice/profile?pid=237
- Plant a tree to help green a town or city: www.treesforcities.org/get-involved
- Plant a tree and help increase tree cover in Scotland: www.treesforlife.org.uk/plant-trees
- Create a new community orchard with The Orchard Project: www.theorchardproject.org.uk
- Find out more about the Hedgerow Campaign: www.treecouncil.org.uk/Our-Work/Hedge-Tree-Campaign
- Gather seeds to grow local trees with known provenance. Find out more at: www.treecouncil.org.uk/Take-Part/Seed-Gathering-Season
- Check out The Tree Council's grant schemes for community groups and schools: www.treecouncil.org.uk/Grants



WJTM/MATT LARSEN DAW

and review the progress in delivering the Tree Charter Principles locally.

80% of local councils listed beauty as a key benefit of trees.

“Trees and woods make the village.”

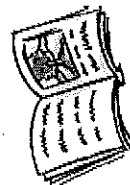
Response taken from NALC's Tree Charter Survey

Trees are woven into the fabric of our local stories. They inspire our art, literature, folklore, place names and traditions. Councils can be a prominent voice in promoting local tree heritage at village fetes and local events. Get creative and run a competition to find your community's favourite tree. Allow submissions in the form of photography, paintings or poetry.

Every year, on the last Saturday of November, National Tree Charter Day provides an opportunity to remind local residents of the Tree Charter Principles and the fact that your community is part of a UK network of Charter Branch Local Councils devoted to shaping a future in which trees and people stand stronger together. This Saturday always falls during National Tree Week, marking the start of planting season, so it is a perfect time to organise a community planting, to get the community together for a tree dressing event, or simply to meet

Principle: Celebrate the power of trees to inspire

Stories have always grown on trees. Artists are drawn to their intricacies. Woods are rooted in memories, but it's the leaf mould of tales told that nourishes future growth. The poetry of trees is always living, for every older work sends out new shoots. We grow attached to trees in books and learn to look for them in life. We feel connected to trees we know and love to see them painted well. Celebrate Tree Charter Day each year to strengthen this cultural legacy and help our living traditions thrive.



WTM/MATT LARSEN-DAW

Take action

- Explore the Tree Trails map to discover art and heritage sites around the UK: www.treecharter.uk/legacy.html
- Find a local National Tree Charter Day event or register yours: www.treecouncil.org.uk/Take-Part/Near-You
- Celebrate Apple Day in October: www.commonground.org.uk/apple-day
- Organise a local Tree Dressing Day in December: www.commonground.org.uk/tree-dressing-day
- Take part in National Tree Week: www.treecouncil.org.uk/Take-Part/National-Tree-Week

individuals who can benefit from woodland while helping to ensure it is well managed for the future.

A thriving tree economy can provide jobs, forest products, environmental benefits and economic opportunities for your community. You can lead your community in better understanding and respecting the role of tree professionals and the importance of responsible sourcing of forest products. As well as ensuring that local community publications and developments use materials from certified sources (eg FSC – Forest Stewardship Certification), you can help to build understanding in your local community of the meaning and importance of these choices.

When installing signage or benches, make the craftspeople that created them and the source of the wood part of the story when informing local residents. Where possible, use local sources of timber and local businesses to create and install.

Local woods can offer opportunities for small businesses and vocational training. You can play a role in linking landowners to schools, universities, businesses and

Take Action

- Learn more about sourcing FSC certified products: www.fsc-uk.org/en-uk/about-fsc
- Advice and support on managing small woods: www.smallwoods.org.uk
- The Royal Forestry Society programme for schools, Teaching Trees: www.rfs.org.uk/learning/teaching-trees
- Support UK-grown timber: www.growninbritain.org
- Advice, training and database of tree professionals from The Arboricultural Association: www.trees.org.uk

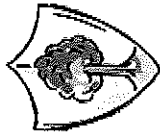


Principle: Grow forests of opportunity and innovation

Forests, woods and trees all flourish under the stewardship of skilled professionals. Trees reward us with fuel for enterprise, craft and invention, green energy and fires. Consider the source of wooden products and choose the home-grown from well-managed forests. Teach the rising generation that with responsible management a wooded land is a thriving nation.

Principle: Protect irreplaceable trees and woods

Ancient woods have been continuously wooded since before records started: they are living descendants from Britain's prehistory. A tree may be a village's oldest inhabitant, a founding figure in a region's identity, a natural monument in the nation's story. Thorn-bushes and hedgerows harbour our history. Old orchards are habitats for some of our rarest species and living museums of disappearing ways of life. A country that cares for its future cares for its past: we need laws and commitment to protect these irreplaceable natural treasures.



Councils can work to prevent any further loss of our precious ancient woodland and important trees. Monitor the Tree Preservation Orders in your area. Appoint a volunteer tree warden or hire a tree officer who can focus on your local threats. Introduce a guiding policy or neighbourhood plan policy to highlight your commitment to your ancient and important trees.

Local council members described their most important role regarding trees and woods as 'protection'. "Local councils are best placed to reflect the interests, needs and concerns of their residents. Residents of this parish value and respect the trees, woods, and open spaces available to them and the Parish Council works to ensure their preservation."

Response taken from NALC's Tree Charter Survey

Take action

- Explore recruiting a Tree Council tree warden: www.treecouncil.org.uk/Take-Part/tree-wardens/scheme-details
- Use your neighbourhood plan to protect ancient woodland, and aged and veteran trees. Read our strategy advice and visit the Woodland Trust's website for more information: www.woodlandtrust.org.uk/get-involved/campaign-with-us/in-your-community/neighbourhood-planning
- Search the www.woodlandtrust.org.uk/visiting-woods/ancient-tree-hunt to identify and record the important trees in your area.
- Support the Woodland Trust's call for better ancient woodland protection: www.woodlandtrust.org.uk/get-involved/campaign-with-us/our-campaigns/protect-ancient-woodland

Principle: Plan greener local landscapes

The trees that touch us most are those that live among us, along our street, in the local park, beside our school or place of work. Like us, they grow and change, need space to breathe and support to thrive. Trees give places their distinctive character. Local community networks have a vital role to play in caring for woods and trees. Trees provide long-lasting good, so well-informed planning reaps long-term rewards. Take guidance on planting, felling and replanting from skilled professionals. Good landscapes of the future depend on care for trees today.

Councils should consider the future of their local trees when making planning decisions. Adopt a guiding policy, ideally formalised into a neighbourhood plan, to increase tree cover in new developments and to prevent wanton felling. Ensure the value and benefits of veteran trees are considered before supporting new developments which would result in their loss or deterioration. Guarantee an accurate survey of all existing trees and hedgerows on site is conducted, in accordance with British Standards 'Trees in relation to design, demolition and construction – Recommendations' (2012) by a competent arborist. Work to ensure protective measures are put in place during the development process to safeguard the health of trees and hedgerows on site.

"Key responsibility: Making sure that the value of trees is recognised in the planning system."

Response taken from NALC's Tree Charter Survey

Take action

- If you belong to a council in England, explore including a tree policy in your neighbourhood plan. Read the tree strategies on page 25 and visit the Woodland Trust's website for further information: www.woodlandtrust.org.uk/get-involved/campaign-with-us/in-your-community/neighbourhood-planning
- Visit Trees and Design Action Group for guides to inform your decisions and neighbourhood planning policies around trees, including Trees in Hard Landscapes and Trees in the Townscape: www.tdag.org.uk/guides-resources.html
- For guidance and support regarding tree risk management, visit the National Tree Safety Group's website: www.ntsgroup.org.uk

Principle: Recover health, hope and wellbeing with the help of trees

Peace grows quietly in tree-lined places, where bees, fresh scents and birdsong revive our jaded senses. Sprays of greenery ensure cleaner air and clearer minds, and fitter bodies, more inclined to take a walk or meet a friend. Spirits lift and stress recedes when we stroll through healing glades. Parks and woodlands keep us well and help to quell fears of illness, ageing, loss – we breathe more freely under trees. Healthcare and tree-care go hand in hand: harness the therapeutic power of trees.



Councils can work to promote the physical and mental health benefits of trees. Often councils are already involved in looking after open spaces for the public. Put extra effort into making sure these spaces are well maintained and accessible to all.

You can also play a role in helping local residents understand the benefits of time among trees. Initiate or support activities and events that encourage people of all ages to spend time among trees.

“Key responsibility: Better communication of how trees benefit us all.”

“The therapeutic value of trees to one’s emotional and mental wellbeing cannot be overestimated.”

Responses taken from NALC’s Tree Charter Survey

Take action

- NHS Forest is opening up healthy green spaces for communities: www.nhsforest.org
- Learn more about the role of trees in healthcare: www.networks.sustainablehealthcare.org.uk/resources
- Create outdoor experiences for children and young people with Learning through Landscapes: www.lti.org.uk



WTM/NEIL CHOOPANI

Every person in society should be able to enjoy the benefits of trees regardless of age, wealth, ethnicity or disability. If there are members of your community who spend less time in woodland or green spaces with trees you could undertake local consultation to understand what barriers they may face and how these could be overcome. In some cases you may find it is simply that people were not aware what opportunities exist on their doorstep, and you can play a role in making this information accessible to all.

Promote awareness of local opportunities to access woods and trees

Clear information about local accessible woods and green spaces with trees should be available to all in society, including details of public transport links and structured opportunities for volunteering, socialising and exercising among trees.

Look for opportunities for local residents to get involved in planting,

managing or monitoring local trees and woods. This is a great way to enable and encourage people to spend time among trees, but also builds understanding and a sense of ownership in the community for trees and woods locally.

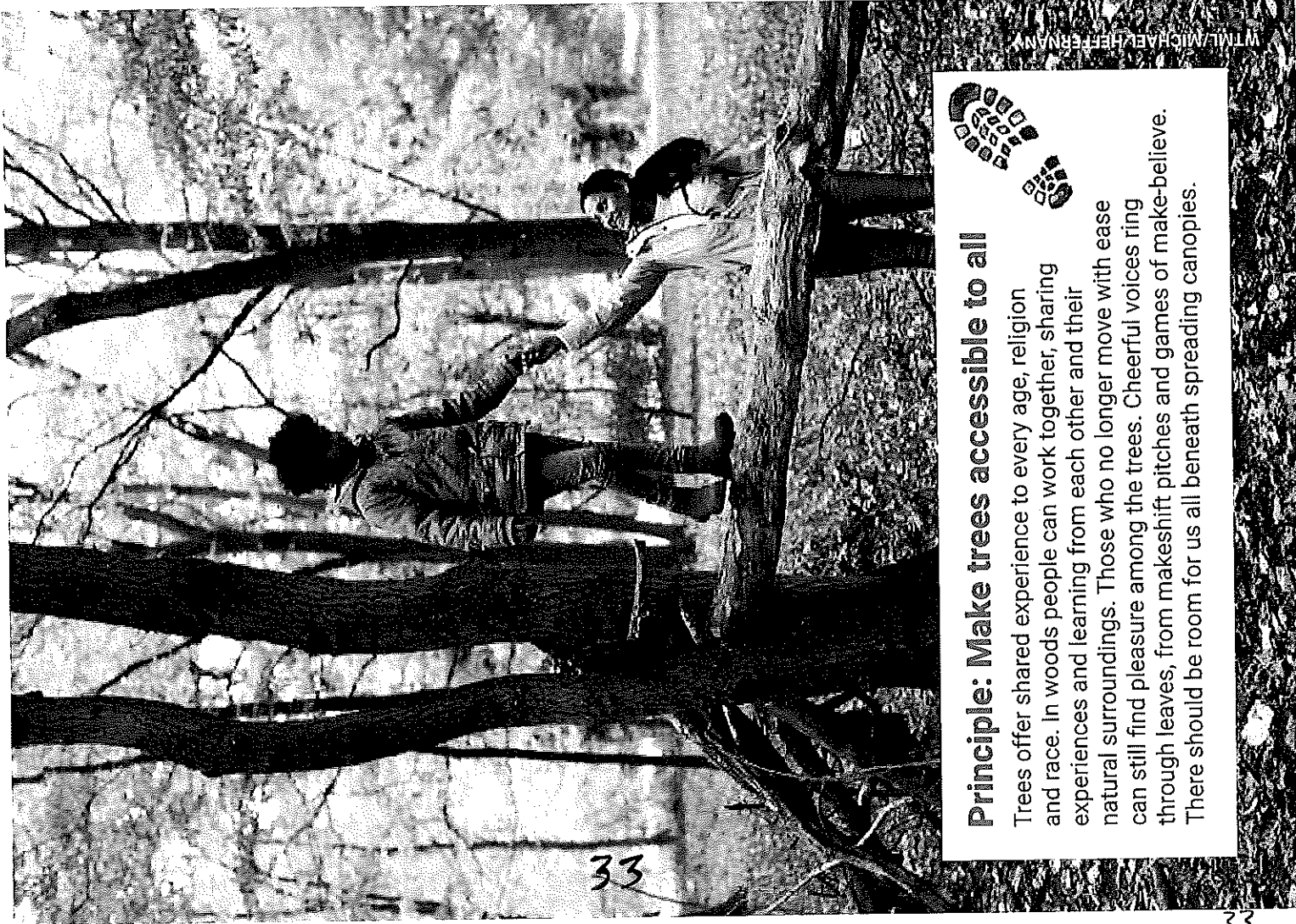
Working with the schools in your area can help ensure that everybody has the chance to build a connection with trees early on. Highlight the opportunities that exist for schools to plant trees, learn about trees and woods, and take the classroom out into woods or among trees. Encourage local schools to sign up as Tree Charter Branch Schools and play their part in making the Tree Charter Principles a reality for future generations.

“We have just agreed to a bird box building scheme with the local Brownies.”

Response taken from NALC's Tree Charter Survey

Take action

- Make use of Tree Charter Schools resources: www.treecharter.uk/education.html
- Inspire children with Going Wild's great ideas for enjoying time in woods: www.goingwild.net
- Ideas for getting everyone involved in a community orchard: www.theorchardproject.org.uk/guides-and-advice
- The Tree Council's Tree Futures grant scheme offers help for schools and communities: www.treecouncil.org.uk/Grants



Principle: Make trees accessible to all

Trees offer shared experience to every age, religion and race. In woods people can work together, sharing experiences and learning from each other and their natural surroundings. Those who no longer move with ease can still find pleasure among the trees. Cheerful voices ring through leaves, from makeshift pitches and games of make-believe. There should be room for us all beneath spreading canopies.



Principle: Combat the threats to our habitats

Pests, diseases and climate change pose serious threats to our precious trees. Enlightened management of woods will help ensure their future health: planting strong seeds and saplings, selecting species suited to the site, keeping forests mixed in age and kind, regular thinning, combatting invasive plants, and controlling infections and pests at the earliest sign.

Through good management at a local level, councils may take the lead in ensuring our trees and woods are able to face increasing threats from pests, diseases and climate change. Appoint a volunteer tree warden to regularly monitor your trees, and ensure risks are highlighted to the wider community so that others can help keep an eye out for problems. Ensure tree surveys are routinely conducted by experts, as and when required. Ensure you have up-to-date records of the trees in your locality so that you can identify if issues start to affect tree health, or if malpractice by landowners or contractors damages local hedges or trees. If you are concerned that woodland, trees or hedges are not being managed appropriately for safety and the health of the habitat, you can report this to the local authority tree officer.

"Key responsibility: Ensuring trees are safe and that woodland is managed sustainably."

Response taken from NALC's Tree Charter Survey

Take action

- Free woodland management tools and guidance from Sylva Foundation: www.sylva.org.uk/myforest/woodlandmanagement
- Find out how to recognise, manage and treat tree pests and diseases: www.forestry.gov.uk/pestsanddiseases
- FSC's advice and opportunities for promoting responsible sourcing of forest products in schools: www.fsc-uk.org/en-uk/get-involved/teachers
- The Ecological Site Classification (ESC) decision support system matches key site characteristics with the ecological requirements of tree species and, crucially, includes climate change projections for 2050 and 2080: www.forestry.gov.uk/esc

Principle: Strengthen our landscapes with trees



From roots that bind and enrich the soil to leaves that shade and shelter, from locking carbon into timber and purifying air and water, trees make our landscapes better. Rising water swells and floods, so strengthen riverbanks with roots. Bare hills need trees to keep the soil stable, to slow the flow of nature's deluge, to shelter sheep or shade the cattle. The right tree in the right place earns its keep again and again. As farmers and landowners benefit from woods, the country will be strengthened in the years ahead.

35

Trees absorb carbon, clean our air, reduce flooding risk, improve soil stability and shade waterways, thereby making our landscapes more resilient, economically valuable and better for people and wildlife. Council members should learn about the benefits of trees and work to promote them. Opportunities to improve the local landscape can be identified in neighbourhood plans, put forward to the local authority in consultations for local plans, and promoted to landowners to influence their decisions around planting and management.



WT/M/L/MATT LARSEN DAW

Take action

- Advice on choosing the right tree for the right place: www.woodlandtrust.org.uk/plant-trees/advice
- I-Tree Eco offers a tool to calculate the value of your local trees' contribution to ecosystem services: www.itreetools.org/eco
- Map your local trees and help build a picture of their value to the landscape: www.treezilla.org
- Identify the best tree species for a site based on its characteristics and climate change projections: www.forestry.gov.uk/esc

Embedding the Tree Charter – three strategies

Local councils can employ a range of strategies to look after the trees in their care and help realise the 10 Principles of the Tree Charter. Here are three suggestions.

Neighbourhood planning

If you are a parish or town council in England, neighbourhood planning is a powerful tool at your disposal which can help you enact the 10 Principles of the Tree Charter.

Background

Neighbourhood planning was introduced by the Localism Act of 2012. Neighbourhood plans allow parish and town councils in England to produce general planning policies for the development and use of the land in their neighbourhoods. Along with national and local policy, successful neighbourhood plans become part of the development plan of an area and will be a material consideration in all planning decisions.

For councils in Scotland and Wales: At the moment, there is no exact equivalent to neighbourhood planning for Scottish and Welsh community and town councils. In Scotland, there is a Community

Planning system which aims to connect public bodies and local communities to improve local service delivery. In Wales, the Place Plans scheme aims to involve councils in the development of planning guidance for local communities. Both initiatives, however, lack the formal and statutory weight of neighbourhood planning as it exists in England.

There is no fixed approach or model for your plan

Plans can cover a range of policy matters, including policies around trees. Plans can stretch over a few streets or a large area, and equally can be a few pages or hundreds.

There is no right or wrong way to form your plan, as long as it truly reflects the wishes of your whole community and is in general conformity with local and national policy.

The flexibility of neighbourhood planning makes it an ideal strategy for councils to enact the Tree Charter. The 10 Principles of the Tree Charter can be used as direct inspiration for the policies you adopt into your plan. Policies may cover everything from the protection of ancient woodland to planting or canopy cover.

Your proposals will ultimately have to pass independent inspection. Local plans need to comply with the Localism Act and the 2012 Neighbourhood Planning Regulations. See how you can build on the policies set out in the National Planning Policy

Framework, adapting them to meet the specific needs of your local community.

Burden of evidence

Importantly, because neighbourhood plans enjoy statutory weight, you will need good evidence in support of what you decide to include. You need to seek the views of as many of the people that live and work in your neighbourhood as possible. Use questionnaires, workshops, community information sessions, model building and social media as tools to gather evidence of your community's support for your proposals.

Get to know your local trees

Before considering trees in your plan it is critical to understand your existing tree cover. Some useful resources include:

- **Ancient Woodland Inventory** – Held by Natural England (NE), and currently lists woods over 2ha in size (with exceptions in some counties in the South East of England: see *A review of the revision of the Ancient Woodland Inventory in the South East (NERR042)*, Natural England, 2011).

- **Ancient Tree Inventory** – This is the definitive record of ancient and veteran trees across the UK.

Thus far over 158,000 ancient, veteran and notable trees have been recorded across the UK, although it is estimated that at least 500,000 of these special trees might exist. Map yours and add them to the inventory.

- **The Wood-Pasture and Parkland (PWPP) BAP Priority Habitat Inventory for England** - Owned and managed by NE and can be accessed as a provisional layer on MAGIC (DEFRA's mapping system).
- **Local Environmental Record Centre** – Not for profit organisations that collect, collate and manage information on the natural environment for a defined geographic area, a font of useful information.

- **Access standards** – Does your community have good enough access to woodland?

More information

- Visit www.mycommunity.org.uk/take-action/neighbourhood-planning for more information and resources regarding neighbourhood planning.

- For specific information about trees and neighbourhood planning, visit the Woodland Trust website: www.woodlandtrust.org.uk/get-involved/campaign-with-us/in-your-community/neighbourhood-planning

- For guidance and support regarding tree risk management, visit the National Tree Safety Group's website: www.ntsgroup.org.uk

Tree wardens

The Tree Warden Scheme is a national initiative coordinated by the Tree Council to enable local people to play an active role in conserving and enhancing their local trees and woods.

Tree wardens are volunteers, appointed by parish councils or other community organisations, who gather information about their local trees, get involved in local tree matters and encourage projects.

Sustain strong local networks of tree expertise

A durable culture of expertise in tree management and protection can connect and empower local communities and local authorities in maintaining a healthy tree population. Local volunteers, dedicated local authority staff and specialist tree and landscape consultants should work together to ensure informed decisions are made about their trees and woods.

Charter for Trees, Woods and People: Plan Greener Local Landscapes – article 2

The Tree Council's tree wardens are a mixture of volunteer enthusiasts and experts involved in looking after UK trees. A tree warden is a useful role parish councils may employ to gather information about their local trees. They can be a great point of contact regarding planting and tree management. They can ascertain what further advice may be needed and identify threats to your local

trees which may need to be brought to the attention of another tier of government.

You can take the lead in encouraging and supporting a local resident to become a tree warden, help them to connect with the local authority, raise their profile in the community and create a forum for regular updates and proposals on local trees and woods to the local councils.

For more information about how the Tree Council supports its tree wardens visit the Tree Council website at: www.treecouncil.org.uk/Take-Part/Tree-Wardens

Tree guidance document

Councils may consider drafting a tree guidance document to clarify and improve their current management practices regarding trees. This document can serve as a point of reference for the public, councillors and officers, to ensure councils have a consistent, structured and transparent approach to the management of their trees.

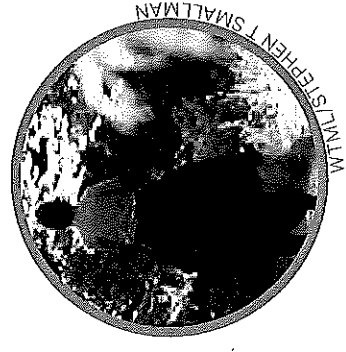
Numerous examples of such 'parish tree policies' are available online, through a quick engine search. A good tree guidance document will have an introduction, explaining its purpose and the benefits that trees bring so that their importance is understood, before covering the council's current management practices regarding tree surveys, tree felling, hedge and tree maintenance, dispute management policies, Tree Preservation Orders and tree officer/

warden contact information. Your guidance document may also include your council's aspirations around trees. For instance, it may include a replacement policy and your tree cover ambitions.

Such a document can be a useful overview of your council's activities and a chance to review your council's aspirations. You can measure your council's progress and ambitions against the 10 Principles of the Tree Charter. Draw on the information in this document to identify what opportunities and issues apply to your local community, and consider what plans you might propose in a tree guidance document to improve the local situation for trees, woods and people.



WILMUNA THEROBERTS



WILMUNA THEROBERTS



WILMUNA THEROBERTS

Suggested content for your tree guidance document

1. A brief overview of the characteristics of your local treescape
2. Benefits of trees
 - Health and wellbeing
 - Air quality
 - Preventing flooding
 - Beauty
 - Heritage
3. A list of significant tree features in the community (mapped if possible)
 - Ancient and veteran trees
 - Ancient woodland
 - Mature woodland
 - New planting
 - Established hedgerows
 - Woodland walks
 - Memorial trees and woods
4. Key contacts for tree enquiries and issues
 - Tree warden
 - Tree officer
 - Trusted local arborists and nurseries
5. Local council responsibilities and policies
 - Inspections
 - Management of trees and woods
 - Maintaining safe access to public woodland
 - Annual celebrations (eg Tree Charter Day, Walk in the Woods Month)
6. Tree care and management guidelines for residents
7. Explanation of key terms
 - Tree Protection (previously referred to as Tree Preservation Orders) Orders (what a TPO is, how to request one and where to get information about TPOs in the community)
 - Conservation area (if applicable)
 - Native / non-native tree species
 - Deciduous / evergreen



Appendix: Summary of the Tree Charter

Sustain landscapes rich in wildlife

- 1) Understand and protect the role of trees in supporting wildlife
- 2) Strengthen important habitats with new planting
- 3) Create transport networks for wildlife as well as people

4) Sustain precious and vulnerable woodland habitats

- 5) Farm the land to provide for wildlife as well as people
- 6) Allow the natural cycle of life
- 7) Be respectful neighbours to our wildlife
- 8) Let nature do what it does best

Plant for the future

- 1) Increase canopy cover across the UK
- 2) Plant the right tree in the right place
- 3) Take a landscape view
- 4) Plant with purpose
- 5) Plant for beauty
- 6) Plant more hedges and replenish those that become damaged
- 7) Plant more orchards
- 8) Plan ahead
- 9) Involve everyone in planting trees

Celebrate the power of trees to inspire

- 1) A national day for trees, woods and people

- 2) Preserve our woodland culture
- 3) Celebrate trees and woods in art and literature
- 4) Recognise trees as living heritage
- 5) Consider our future tree heritage
- 6) Respect and strengthen local identity
- 7) Bring beauty to our landscapes
- 8) Celebrate and preserve our rich orchard heritage
- 9) Provide common roots for multicultural communities

Grow forests of opportunity and innovation

- 1) Promote careers working with trees and woods
- 2) Create opportunities for sustainable forestry across the landscape

3) Empower the custodians of our woods and trees

- 4) Source timber and forest products responsibly
- 5) Encourage innovation in timber use
- 6) Support small woodland businesses
- 7) Promote UK-grown timber products
- 8) Support UK fruit producers
- 9) Encourage and support sustainable woodland management

Protect irreplaceable trees and woods

- 1) Prevent any further loss of the UK's precious ancient woodland
- 2) Identify and protect important tree heritage



WTTM/NIALL BENNIE

3) Empower custodians of our tree heritage to restore important landscapes

- 4) Identify and map important trees and woods
- 5) Clarify responsibilities for the care of important trees and woods
- 6) Give legal protection to historic orchards
- 7) Protect and manage established hedgerows for the future
- 8) Conserve the unique qualities of ancient woodland
- 9) Safeguard our future tree heritage

Plan greener local landscapes

- 1) Increase tree cover in new developments
- 2) Sustain strong local networks of tree expertise
- 3) Recognise the full value of trees and woods
- 4) Plan for the future when making

decisions about trees and woods

- 5) Take a strategic approach to tree management, planting and protection
- 6) Share learning and good practice about the benefits of trees
- 7) Prioritise sustainable timber as a building material
- 8) Ensure compensation for any loss of trees or woodland

Recover health, hope and wellbeing with the help of trees

- 1) Develop an action plan to harness the health benefits of trees
- 2) Create health opportunities through cross-sector partnerships
- 3) Create healthier environments with trees
- 4) Create spaces that heal
- 5) Promote the benefits of green surroundings
- 6) Give children a daily dose of trees

Make trees accessible to all

- 1) Help children build a connection with trees in school
- 2) Support landowners to open their woods to people
- 3) Involve communities in planting and managing trees and woods
- 4) Identify and overcome barriers to accessing woods and trees
- 5) Promote awareness of local opportunities to access woods and trees
- 6) Promote diversity and inclusivity in forestry and arboriculture
- 7) Support the creation of community woodland groups
- 8) Foster a love of trees and woods across society

Combat the threats to our habitats

- 1) Bring all woods into management
- 2) Provide clear good practice guidelines on planting and management
- 3) Ensure diversity of trees across the landscape
- 4) Let woods breathe
- 5) Actively manage orchards for the future
- 6) Act fast on pests and invasive species
- 7) Invest in research to find solutions to tree diseases
- 8) Ensure an early warning system for tree disease and pests
- 9) Maintain a disease-free supply chain for trees and timber

Strengthen our landscapes with trees

- 1) Champion the positive impact of trees in the landscape
- 2) Take a joined-up approach to land management
- 3) Value trees for all of the benefits they bring
- 4) Maximise the role of trees in flood prevention
- 5) Improve waterways with trees
- 6) Promote the role of trees on farms
- 7) Recognise and support custodians of valuable landscapes



Contacts

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e: nalc@nalc.gov.uk
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NALC is the national membership body for local councils in England, working with county associations to support, promote and improve these councils. For the Tree Charter project NALC has coordinated with networking organisations in Wales, Northern Ireland and Scotland to ensure a UK reach for the survey and promotion of the Charter Branch network.

The Woodland Trust
Kempton Way, Grantham, Lincolnshire NG31 6LL
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e: charter@woodlandtrust.org.uk
w: www.woodlandtrust.org.uk
w: TreeCharter.uk

Join the online conversation as part of the Tree Charter Branch Facebook group: www.facebook.com/groups/treecharterchampions

The Woodland Trust is the UK's largest woodland conservation charity with over 500,000 members and supporters and more than 1,000 sites, covering over 26,000 hectares, all over the UK. The Trust's vision is a UK rich in native woods and trees, for people and wildlife.

We're standing up for woods and trees. We protect and campaign, plant trees, and restore ancient woodland for the benefit of wildlife and people. To realise our vision we need to rekindle people's love for woods and trees and show them the benefits trees can bring to our lives and communities.

Special thanks to

One Voice Wales (www.onevoicewales.org.uk)
Scottish Community Councils (www.communitycouncils.scot)
Northern Ireland Environment Link (www.nienvironmentlink.org)

ITEM 13 – LINK COUNCILLOR TO THE TOTNES COMMUNITY DEVELOPMENT SOCIETY

Reply received from TCDS:

We would very much welcome participation in our public meetings, and events by councillors. It is been positive to have a number of councillors attend events in recent months alongside other members and supporters of TCDS. Our suggestion would be that Totnes Town Council itself applies to become a member of TCDS and therefore participate as a member organisation and nominate a representative (and this could of course change over time as councillor change).

