



## AGENDA FOR THE MEETING OF TOTNES TOWN COUNCIL

### MONDAY 20<sup>TH</sup> JULY 2020 – HELD REMOTELY USING ZOOM

MEETING LINK: <https://zoom.us/j/95992999798?pwd=eIN0bFFKbXBWOW5sTmFrZmcyamcyQT09>

MEETING ID: 959 9299 9798

**Please note that public question time will be held prior to Full Council from 6.30pm**

THE PASSWORD FOR THIS MEETING IS **862147**. PLEASE NOTE THAT MEMBERS OF THE PUBLIC WILL BE KEPT IN THE WAITING ROOM FACILITY IN ZOOM UNTIL THE MEETING COMMENCES.

You are hereby SUMMONED to attend a Meeting of the Council, which is to be held using remote meeting service Zoom on Monday 20th July 2020 at 7pm for the purpose of transacting the following business:

#### 1. WELCOME TO NEW COUNCILLORS

- Cllr Galvin - Totnes Bridgetown
- Cllr Allford - Totnes Bridgetown
- Cllr Collinson - Totnes Town

#### 2. APOLOGIES FOR ABSENCE AND DECLARATION OF INTERESTS

To receive apologies and to confirm that any absence has the approval of the Council. The Mayor will request confirmation that all Members have completed or made any necessary amendments to their Declaration of Interests.

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*The Committee will adjourn for the following items:*

Reports from County and District Councillors.

- a. County Cllr Hodgson – document enclosed.
- b. District Cllr Birch – document enclosed.
- c. District Cllr Rose – no documents. ~ now enclosed
- d. District Cllr Sweett – no documents.

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*The Council will convene to consider the following items:*

#### 3. CONFIRMATION OF MINUTES

To approve and sign the minutes of the following Meetings:

*(Please note confidential minutes can be agreed but any discussion must be held in Part 2)*

- a. Full Council 15<sup>th</sup> June 2020 – document enclosed.
- b. Council Matters Committee 13<sup>th</sup> July 2020 – document enclosed.

#### 4. CONSIDERATION OF ANY MATTERS ARISING

To consider any matters arising from the Minutes and to approve any recommendations from Committees:

*(Please note confidential minutes can be agreed but any discussion must be held in Part 2)*

- a. Full Council 15th June 2020 – document enclosed.
- b. Council Matters Committee 13th July 2020 – document enclosed.

#### 5. MEMBERSHIP OF COMMITTEES AND WORKING GROUPS.

To review the membership lists and consider ratifying which groups the new Councillors will be on.  
Document enclosed.

6. **NEIGHBOURHOOD PLAN UPDATE**  
To receive an update on the Neighbourhood Plan (standing item).  
Verbal update from Councillor Luker.  
No document.
7. **TOTNES TOWN CENTRE RE-OPENING AND ASSOCIATED TRAFFIC MEASURES**  
To consider the details of the emergency highways and traffic measures in the town centre, update on reopening and any associated expenditure.  
Documents enclosed as below:  
a) Fore Street/High Street Circular Route proposal  
b) Proposed locations for planter installation to encourage Shared Space  
c) Letter drafted by Cllr Luker for review and possibly linking with neighbouring parishes
8. **OUTDOOR PREMISES LICENSES**  
To consider the request to Devon County Council for a street license (seating) from the Green Café.  
Document enclosed.
9. **REOPENING OF SERVICES.**  
To receive a verbal update from the Town Clerk.  
No document.
10. **TOTNES CLIMATE & ECOLOGICAL EMERGENCY ACTION PLAN – OUTCOMES FROM ACTION WEEK**  
Document to follow from Cllr Hodgson.
11. **MEETING SCHEDULE AND DIARY DATES**  
To consider a schedule of proposed meetings.  
Document enclosed.
12. **SOUTH HAMS DISTRICT COUNCIL DEMOCRATIC PROCESSES (STANDING ITEM)**  
To review the current processes.  
No document.
13. **RECESS COMMITTEE**  
To elect a Recess Committee of the Mayor, Deputy and Committee Chairmen which will have delegated authority to deal with any urgent matters which may arise during August when the Council is in recess. Any such decisions will be reported to the Council in September. The Recess Committee has delegated authority to make decisions of the Full Council.
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- The Council 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. Councillors will be asked to log out of the Zoom meeting and back into a separate secure meeting link.*
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14. **CONFIDENTIAL ITEMS FROM COMMITTEE**  
To discuss any recommendations or matters arising that are considered confidential in nature (staffing/legal/commercial sensitivity).
15. **STAFFING BUDGET AND BUDGET MONITOR**  
To consider and ratify the 2020/21 staffing budget and staffing update including the recommendations from Council Matters on Monday 13<sup>th</sup> July 2020. Also included is an amended budget monitor showing the impact of the proposed changes.  
Documents enclosed.
16. **DATE OF NEXT MEETING**  
To note the date and time of the next meeting: Thursday 30<sup>th</sup> July 2020 at 7pm. Public session from 6.30pm via Zoom.

Catherine Marlton  
Town Clerk

**USE OF SOUND RECORDINGS AT COUNCIL & COMMITTEE MEETINGS**

The open proceedings of this Meeting will be audio and video recorded. If members of the public make a representation, they will be deemed to have consented to being recorded. By entering the Council Chamber or Zoom meeting, attendees are also consenting to being recorded.

Televised, vision and sound recordings or live broadcastings by members of the press or public at Council or Committee debates are permitted and anyone wishing to do so is asked to inform the Chairman of the respective Committee of their intention to record proceedings.



County & District Councillor's Monthly Report Cllr. Jacqui Hodgson - Date of Report: 1<sup>st</sup> July 2020  
 County Councillor for Totnes & Dartington  
 (incl. Harberton, Harbertonford, Staverton, Landscope & part of Berry Pomeroy)  
 District Councillor for Dartington & Staverton

**Devon County Council:**

DCC continues to hold some of its regular meetings on-line / Remotely (using Microsoft Teams). It did seek to hold a hybrid meeting for Full Council later this month, in response to some members who were interested in attending a face to face meeting, but it has been found that hybrid meetings, i.e. part on-line, part in person are not deemed legal.

I have now joined the Corporate Infrastructure and Regulatory Scrutiny Committee (not as boring as it sounds-this is the committee that discusses policies and spending including highways and flooding). At the recent remote meeting, Phil Norrey, CEO at DCC gave an **overview of DCC's handling of the Covid-19 crisis** and informed the committee that the Devon Emergency Response team (made up of officers from across the County's Local Authorities) was being stood down and that we are moving towards Recovery. These are the minutes of his very interesting report

The Chief Executive (Devon County Council) reported on the current position within Devon relating to the COVID-19 pandemic and measures being undertaken by the County Council with the NHS and the private/voluntary care sectors to safeguard the public and mitigate the wider impacts of the virus, as follows:

- The relatively low number of COVID-19 positive cases and deaths in Devon (1100 and 125 respectively, to date), although the actual number of positive cases was likely to be significantly higher;
- Devon had one of the lowest number of cases and deaths nationally, 146<sup>th</sup> of 150 upper tier local authorities;
- With the recent relaxation of lock down rules and increased number of visitors, to date there had been no increased rate of positive cases;
- The incidents of cases in care home settings was the lowest nationally in the South West and Devon was the lowest in the South West according to figures by Public Health England and there was ongoing work to support Devon's care homes;
- The number of cases/deaths was supported by press coverage showing excess deaths in Devon was in the lowest category nationally and North Devon was the lowest overall;
- Work to support care home settings, taking pressure off the NHS;
- The Council had established in January a multidisciplinary Pandemic Incident Team to help coordinate the response and advise the leadership group and now this was being disbanded with other governance arrangements in place;
- The Council had been chosen as a Beacon Council with a national profile;  
 formation of the Health Protection Board and a Local Breakout Management Team (reporting to the local Outbreak Board led by the Leader of the Council) to coordinate the response in the South West both led by the Council's Director of Public Health with colleagues across the region;
- The excellent work of the communications team and the Transport Co-ordination Team during the pandemic; and staff surveys which indicated the positive view of employees relating to their welfare.
- The current national operation of the test and track arrangements and which would in time include a local response with partners as required and the developing technology to improve this important area;
- The close work by the Council with partners to mitigate any outbreaks with the expected influx of more visitors to the County and the South West as lockdown rules were relaxed;
- Contingency planning in regard to local outbreaks and the close work of all three tiers of local government in Devon and with voluntary local resilience groups in developing local initiatives across the County;
- It was anticipated that any local lockdown would be a last resort after all other mitigation actions had been put in place;
- The County Council had submitted financial returns to the Ministry of Housing, Communities & Local Government to cover the additional cost of the pandemic totalling £39.180 m of which £36.711m had

been granted, representing a small gap of some £2.5m which was manageable (£26m was earmarked for Adult Social Care and Health (including £5m for PPE), £12.5m to support care providers, £5.7 m for Children's Services, and £2m for mortuary services, and £3m on other services);

- The current financial impact across the Districts and implications for future Council Tax demands was significant and a Team Devon led by the County Council would be addressing the overall economic impacts, noting the District Councils' significant loss of revenue estimated at £95 m across the County on which representations had been made to the Government Minister;
- The value of Scrutiny in reviewing the management of the crisis and ongoing economic and other impacts; and
- The developing new ways of working arising from the pandemic for example the success of virtual meetings at all levels including Cabinet and other formal Member meetings such as this and the other Scrutiny Committees
- The Chair and other Members commended the Council's Leadership team and all staff in its response to the pandemic to mitigate its impact and protect the wellbeing of all communities in Devon.

**Totnes Library** – unfortunately this has not yet reopened despite government permission for libraries to reopen on July 6th. I been in contact with the library and DCC library services and have offered my assistance as may be needed for negotiations with this.

**Temporary Licences for Social Spaces:** Applications for temporary licences to use publicly owned spaces for open air cafés is being streamlined and sped up by SHDC and DCC. This is to help hospitality businesses to reopen, while maintaining Social Distancing during the COVID-19 pandemic.

**Bus Timetables.** This year, with so much disruption, a succession of service changes, reduced travel and a lack of outlets for distribution of paper information, a decision was taken at DCC not to publish a paper book with a short shelf-life, but to rely for the time being on the on-line version. The link to the latest version of this is here. Most services are now operating normally but any exceptions to this are indicated:  
[http://www.devonbustimetables.info/south\\_hams\\_new/](http://www.devonbustimetables.info/south_hams_new/)

**Live West Housing Association** are now offering grants to their residents who may be facing hardship in the current pandemic. They also offering grants to community groups who are helping their residents.

**"Can a crisis and hardship grant help you?"** With Covid-19 putting a strain on people's health and finances, we have demonstrated support for customers through our Crisis and Hardship grants. Our grants team has been working around the clock to process hundreds of grant applications from vulnerable residents. Head to our grants page to find out more: <https://www.livewest.co.uk/my-community/grants>

Our priority is to provide support to: over-70s, medical vulnerability, families with children under 12 facing increased costs and those directly affected by a change in financial circumstances due to coronavirus. It could be family costs resulting from children being at home, increasing costs to access good, failure of major white goods or hardship as a result of a direct loss in income. Since lockdown, we had issued more than £66,000 across more than 420 grants."

**Active Travel Measures:** The government has announced grants to support Active Travel, in particular during this COVID-19 period when people are being discouraged to use public transport. **I am interested in receiving proposals from all the parishes I serve for proposals that I can put forward on your behalf for improvements and possible new routes for pedestrians and cyclists.** I am already putting forward a proposal to DCC for additional non-vehicular paths to be considered for links between rural parishes and their towns, by seeking access routes along the inside of hedgebanks along rural roads and arterial routes. This could create a genuine well linked network and create safe and pleasant pedestrian and cycling routes that are clearly separated from vehicles. I think we should also be considering vehicular speeds in town and village centres as part of this new push for Active Travel and will be raising this at next week's DCC Full Council meeting along

with a request to ensure that new funding is considered for this county division outside of the current capital programmes (as for some reason there is no allocation of fund for this division since 2006)

**Totnes & District Traffic & Transport meeting of June 24<sup>th</sup>.** Proposals for the responding to DCC's call to support Social Distancing in town centres as high street shops reopen and for the longer term Active Travel funds to support walking and cycling further to Lockdown when these activities had flourished. The Saturday road closures in Totnes town centre from 9am – 1pm for 12 weeks which had started on June 20<sup>th</sup> was briefly reviewed – this had been very positive with shoppers, but many businesses were concerned about the potential impacts on their sales; A review of the impact will be assessed after the 4<sup>th</sup> Saturday. Taking forward Shared Spaces measures in the town centre were also discussed; it is hoped that funding can be found to get this moving as it will help with keeping down traffic speeds and reducing 'rat runners'. Two highly favoured cycling & walking routes from Torbay, coming through from Stoke Gabriel via Aish to Totnes via Fleet Mill lane and the long running and well supported cycle route from Littlehempston to Totnes, along with a reduced 20mph speed limit and walking and cycling priority from Cott Road to Barracks Lane in Dartington, along with pedestrian crossings in Totnes Plymouth Road/Kingsbridge Hill junction) & Dartington (A385 at Shinnars Bridge & A384 at Huxhams Cross) were agreed to be put forward as proposals for Totnes and its adjacent parishes were agreed to be put forward to DCC for the Active Travel Funding. **However, if any of the parishes I represent in this division have further proposals that they like me to support for these new government grants, please let me know asap.** I would encourage representatives from town and adjacent parish Councils to attend these meetings which generally take place on the last Wednesday of the month, the next one will take place on **Wednesday 29<sup>th</sup> July** at 6.30pm on Zoom (remote / on-line meeting). Please contact me to be added to the circulation list for notices of these meetings:

Link for next meeting:

<https://us02web.zoom.us/j/81431284344?pwd=TOYvdDg3NFcza1VvamtnRDhFdnBLQT09>

Zoom Meeting ID: 814 3128 4344 Password: 257042

**Totnes Town Social Distancing measures:** To enable social distancing in town centres, the government has asked town and city councils to consider measures that will enable social distancing, in particular where there are narrow pavements and shops with queues that stretch outside their shops. Totnes has variable width pavements, but most are narrow and do not allow a 2 meter (or even 1+m) space for passers by without needing to step into the road. An emergency 12 week Saturday morning road closure to all but emergency vehicles started on 20<sup>th</sup> June. Bob the Bus now runs a service during those hours for those who request it. To date this has to date been welcomed by the many people who have come into town on those days. An issue is the problem of deliveries both to the shops and from them. However most shops are managing to negotiate deliveries around the closed period. The Town council will be conducting an assessment of the impact on trade in shops in the coming week or two. There are also attempts to implement shared space measures with advisory speed limits at 5mph and there are plans to install planters and to seek ways to reduce traffic that does not need to access the high street. The police have been involved in stopping cars to ask driver why they are coming into the town centre; they estimate that about 52% of cars were simply using the town centre as a short cut. Traffic counts that have been conducted estimate 170 cars per hour driving through the town centre. Further to informal and formal discussions with Town Councillors I have asked DCC about proposals for modifications for traffic emerging from the top of the Narrows; these would be a **no right turn** into Plymouth Road for all vehicles except public transport buses, taxis and bicycles and an **obligatory left turn** into the Lamb. There have been many requests from a number of residents and some businesses for the town to have more pedestrian only time periods, however DCC has insisted that the Chamber of Commerce and STAG (Sustainable Totnes Action Group) support any road closure measures. The town council is considering seeking additional road closure times if there is support from traders.

**Government Grants – post COVID-19 29.06.20** £1bn school rebuilding programme

"Prime Minister Boris Johnson has unveiled a £1bn rebuilding programme for schools in England. The transformative ten-year scheme, supported by over £1bn in funding, represents the first major rebuilding

programme since 2014. Starting in 2020-21, the first 50 projects will be focused on the school buildings in the worst condition across England, with 'substantial' investment in the North and the Midlands. Projects will be confirmed in Autumn of this year, and construction will begin on the first sites from September 2021, with emphasis on greener buildings, with modern construction methods to support highly skilled jobs and boost the construction sector. £560m will also put aside for school repairs and upgrades, as well as £200m for FE colleges, as part of the £1.5bn investment into the FE college estate in the Spring Budget. A competition for further funding will launch later this year, to make sure everyone has the chance to access high technical skills and unlock growth across the country. It comes after the Education Secretary announced a £1bn 'catch-up plan' to support those hit hardest by lost teaching time."

**(I have notified all the Schools in this County Division about this potential opportunity and invited them to let me know if they have proposals they would like me to take to County to take forward on their behalf)**

### **Consultations**

Devon County Council is consulting on changes to provision at the following school in this County division, which is a Foundation schools within the SENTient Co-operative Trust. The changes will meet demands for additional pupil places and are in line with our Educational Infrastructure Plan and the Strategic Review of Special Needs Places. **Bidwell Brook School** Proposal to increase capacity from 110 to 140 day places for boys and girls, aged 3-19 with severe learning difficulties and profound and multiple learning difficulties with effect from September 2021.

**Pre-Consultation - New Special Free School** Devon County Council is running a pre-consultation on establishing a new SEMH (Social, Emotional and Mental Health) Special Free School, before the specification for the new school is published. In Devon the most common type of primary need is Social Emotional and Mental Health. A new Special Needs School is proposed to meet the growing demand for these places with provision for 80-100 pupils with Social, Emotional and Mental Health/autistic spectrum needs being proposed. The proposed location has yet to be identified but we are exploring sites located along the M5 corridor from Tiverton/Cullompton down towards Totnes. At the present time there is also potential focus on a site in Okehampton where there is a high demand for special needs provision. We would welcome your views on shaping future proposals and investment. A full specification will be available as the project progresses. If you have any views on this provision, the potential site, or are a proposer who would be interested in such provision, please email: [schoolconsultations@devon.gov.uk](mailto:schoolconsultations@devon.gov.uk) or use the contact form below by 18 September 2020.

Plans for Devon's economic recovery following the coronavirus pandemic have been outlined by Team Devon. We're among the Team Devon partners, along with business representatives, Devon's District and City Councils, the Heart of the South West Local Enterprise Partnership, Dartmoor National Park and Devon's MPs, who have been involved in drawing up the COVID-19 Economy and Business Recovery Plan.

### **Thousands to benefit from new fibre broadband roll-out**

Connecting Devon and Somerset (CDS) has launched its Fibre Extension Programme which will provide more than 8,000 homes and businesses with fibre broadband connections direct to the premises by the end of 2021. CDS is funding fibre broadband connections to over 6,000 homes and businesses which will be delivered by Airband, and thanks to the high level of take-up of broadband services in the region from previous connectivity delivered by Openreach, CDS is re-investing £6 million from the Government's "Gainshare" agreement with the company to extend Openreach full fibre coverage to over 2,000 premises.



**John Birch**  
**SHDC Member for Totnes**

Report for Totnes Town Council  
meeting to be held on Tuesday 20 July 2020

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I report on the following matters;

**High Street Traffic Arrangements**

The general view is that Saturday morning traffic restrictions in the centre of Totnes have been successful and warmly welcomed by those visiting or shopping.

The current arrangement expires at the beginning of September 2020 and I would suggest a review is urgently required by the Town Council, bearing in mind there will still be a need for social distancing beyond the expiration date, as well as the immediate Summer Holiday tourist peak season.

A report just produced by the Academy of Medical Sciences warns of a challenging autumn and winter and the possibility of a new wave of Covid-19. It advises that the summer months must be "a period of intense preparation". Meanwhile, the increasing number of tourists arriving in the South West makes the need for safe social distancing a Public Health & Safety matter of very high urgency.

With this in mind, it is my view that now is the time for the Town Council to prepare for the possible new wave of Covid-19 with prevention in mind, particularly in respect of the high street traffic arrangements, to safeguard the public while ensuring the commercial survival of Totnes businesses

There will be a continuing need to ensure that there is in place measures to ensure there is social distancing in the centre of Totnes. Due to their limited floor space, many of the shops in Totnes will still need to operate a queuing system, with customers waiting outside on the pavement. The queues on the narrow pavements being used by pedestrians make it extremely difficult to achieve social distancing with vehicular traffic using Fore Street, High Street and The Narrows. Such a situation particularly disadvantages those people with disabilities.

Such a situation not only creates a health and safety hazard but also deters shoppers and visitors from entering Totnes town centre, causing further economic difficulties for many of the local traders.

This view is supported by 998 signatories to the "Make Totnes High Street Safe for Summer 2020" petition on Change.org, the majority of which have postcodes in Totnes or adjacent parishes. The comments of the signatories give additional credence to this concern among users of the High Street.

To address these ongoing concerns, I propose that the current traffic restriction measures continue until social distancing guidelines from the UK Government are relaxed further, subject to an adjustment outlined below, to ensure that safe social distancing is enabled in the centre of Totnes.

At present there is only limited restricted vehicular access to Fore Street, High Street and The Narrows on each Saturday morning 9am to 1pm, until the beginning of September - and Access Only on the rest of the week is not being enforced.

In order to deliver an extended safe environment for shoppers and visitors I propose there be an adjustment and extension to the current vehicular restrictions as follows;

- Immediate action is taken by DCC to enforce existing Access Only regulations throughout the week, with significant fines for violation
- The current Saturday morning traffic restriction order be amended to run from 11.00am to 3.00pm, being the peak pedestrian shopping time and the period when social distancing is difficult to achieve without such restrictions. There is limited pedestrian activity before 11.00am.
- The current traffic restriction measures be extended to each Friday and to run from 11.00am to 3.00pm, again being a peak pedestrian shopping time and the period when social distancing is currently difficult to achieve without such restrictions.
- The current traffic restriction measures be extended to include any Sunday on which the Good Food Market is held, historically being the third Sunday in each month. The restrictions to run from 11.00am to 3.00pm
- The current traffic restriction measures together with the amendments mentioned above be in place for a period of three months from the date of the traffic order issued by Devon County Council.

I am sure we all agree that, during this difficult time, effective social distancing proposals are vital for the social and economic wellbeing of our town.

Hopefully you will support the proposals set out above and that a request will be submitted to Devon County Council to issue an appropriate and enforceable traffic order.

### **CHURCHILL'S RETIREMENT HOME PLANNING APPLICATION TURNED DOWN.**

The Churchill planning application for 41 retirement apartments on the former Budgens Store site in Totnes has been refused on the following planning grounds.

1. The proposal fails to acknowledge the sites' historic context and as such neither preserves or enhances the character or appearance of the Conservation Area (of which the site is part), neither does it preserve or enhance the special architectural or historic interest of the listed buildings or their settings which surround the site.
2. The proposed design does not relate positively to its context in terms of massing, scale, style and layout, being a large single building in a context of smaller plots and tight knit morphology, resulting in harm to the character of the area.
3. Insufficient information has been submitted to enable the Local Planning Authority to assess the impact of the development on the redwood tree on the site (which is covered by a Tree Preservation Order). In addition the proposal fails to demonstrate a net gain in biodiversity on the application site.
4. Insufficient information has been submitted to ensure that the proposal will provide safe vehicular and pedestrian facilities both within the site and on the adjacent Station Road to the satisfaction of the Local Planning Authority.
5. The proposal does not provide any affordable housing, neither does it provide any off site contribution in lieu of on-site provision.
6. The drainage proposals for the site do not provide sufficient information to be able to determine that the site can be adequately and appropriately provided for in terms of surface water drainage.
7. The proposal has failed to provide the appropriate surveys for European Protected Species that may be on the site, without which the Local Planning Authority cannot be sure that such species would not be lost or habitat destroyed by the development proposal.
8. The proposal does not demonstrate on a plan, the climate change measures which will be used on the development to meet policy DEV32 in the Plymouth and South West Devon Joint Local Plan.

It is anticipated that Churchill will appeal the decision.

## **ATMOS PROJECT - THE LATEST**

I attended the recent Totnes Community Development Society ("TCDA") AGM. A report was presented by the directors on the problems surrounding the proposed ATMOS project on the former Dairy Crest site.

In April 2019 a company known as Saputo acquired Dairy Crest. Saputo is a Canadian based dairy company.

In January 2020 Saputo, through its solicitors, informed TCDS that it had exchanged contracts for the disposal of the site to a company known as Fastglobe. It requested TCDS to return the keys. Fastglobe is a leading UK specialist sealant company.

It seems that Fastglobe has entered into a lease as well as being granted an option to purchase the site.

TCDS maintains it has a legal interest in the site and is considering pursuing a legal action.

The key questions for Totnes are

1. Will TCDS succeed in a possible legal action to retain its interest in the site and be able to proceed with the ATMOS scheme that has the backing of 85% of those participating in the referendum held a while back?
2. What is Fastglobe's future plan for the site? Do they involve the retention of the ATMOS scheme?

I believe the time has come for TCDS to open discussions with both SHDC and the Town Council to explore ways in which both authorities may be able to assist in bringing about the ATMOS scheme.

## **MORRISONS – APPLICATIONS FOR 24 HOUR ALCOHOL LICENCE**

Wm Morrison Supermarkets PLC has applied for a 24 hour licence to sell, by retail, alcohol at its store in Coronation Road and at its filling station in Station Road. It has applied for a licence to permit late night refreshment from 23.00 to 5.00am at both premises. The applications are for seven days a week.

I, along with other organisations and individuals the town, have objected to the two applications on the grounds that such extended hours for the sale of alcohol will not promote the licensing objectives, particularly the prevention of crime, disorder, antisocial behaviour and public nuisance.

A Licensing Committee meeting has been arranged for 12 August 2020 to consider the applications.

Cllr John Birch  
SHDC Member for Totnes  
14 July 2020

## District Councillor Report for Totnes Town Council Meeting 20/07/20

Cllr Joseph Rose

### Regenerate Devon Summit

On the 7<sup>th</sup>, 8<sup>th</sup> and 9<sup>th</sup> of July I attended the 'Regenerate Devon Summit', facilitated by Local Spark Torbay, Plymouth Social Enterprise Network and Essence of Exeter (Exeter Social Enterprise). The Summit, held on zoom, had over 600 attendees with the vast majority of them people living in Devon. The focus of the summit was on showcasing the inspiring projects, networks, models, businesses and social enterprises, and creating a space for co-creation, looking at where we go from here.

The energy brought to the event by the fantastic speakers (and participants) clearly displayed the level of inspiration from the people of Devon to reimagine what is possible for the future of this county.

Models like Build Back Better and Doughnut Economics offer us a route to tackling the social, economic and ecological crises that we are facing, starting by recognising that they are intrinsically linked and must, therefore, be addressed holistically. Without sufficient positive government leadership, it is up to the Councils, businesses and people of each area to make these changes and I believe the Regenerate Devon Summit was a step in the right direction. Many new connections were made and all the money raised through ticket sales will be used to fund projects arising as a result of the summit.

### SHDC Community Consultation and Engagement

It was raised by councillors, in light of the pitiful response to SHDC's climate change consultation, that SHDC needs to form and adopt a community consultation and engagement plan. Cllr John Birch, as chairman of the Overview and Scrutiny Panel, proposed that a task and finish group be formed to create such a plan and nominated me to chair this group. This was formalised on the 16<sup>th</sup> of July and I look forward to exploring creative and effective solutions to the challenge of community consultation and engagement, during lockdown and beyond, and the opportunities for strengthening the voice of the community and the relationship between people and council that this plan could bring forth.

I would certainly invite any input on the matter of community consultation and engagement from any Town Councillors or members of the public.

### SHDC Climate Change and Biodiversity Action Plan

I believe all SHDC councillors received a number of emails from members of the public this week urging us to vote in favour of strengthening our CC & B Action Plan. The emails did not take into account that we will not be voting on the plan at our full council meeting on the 16<sup>th</sup> of July, merely noting it. With the relatively new appointment of Adam Williams as SHDC climate officer the plan is being reviewed and rewritten, taking into consideration many other action plans, including the plan created for SHDC by Extinction Rebellion Totnes. Whilst frustration from all sides at the slow

progress is well founded, the tidal wave of extra work as a result of COVID cannot be ignored as a contributing factor. I will be meeting fairly regularly with Adam and will be doing all I can to support a plan that can meet our carbon goals and regenerates biodiversity. I am also attempting to feed regenerative economics into the mix... I live in hope.

**Discretionary Business Grants (update from the 15<sup>th</sup> July)**

To date for SH we have paid 230 cases totalling around £1.2M but we will be boosting the grant amount to a lot of businesses as we have more money in the pot. We have 126 applications that are yet to be completed at an auto-calculated £600,000 but this might change.



## **DRAFT MINUTES FOR THE MEETING OF TOTNES TOWN COUNCIL**

### **MONDAY 15<sup>th</sup> JUNE 2020 HELD REMOTELY USING ZOOM**

Present: Councillors J Hodgson (Chair), P Paine, V Trow, M Adams, E Price, C Allford, D Matthews, G Allen, C Luker, R Hendriksen, B Piper and L Webberley.

Absent: Councillor S Skinner.

In Attendance: C Marlton (Town Clerk), C Bewley (minutes), District Councillor Rose, District Councillor Sweett, District Councillor Birch, press x 1, and 6 members of the public.

#### **1. APOLOGIES FOR ABSENCE AND DECLARATION OF INTERESTS**

No Apologies were received.

*The Committee will adjourn for the following items:*

**Reports from County and District Councillors.**

- a. County Cllr Hodgson.
- b. District Cllr Birch.
- c. District Cllr Rose.
- d. District Cllr Sweett.

*It was RESOLVED to suspend standing orders.*

D.Cllr Birch provided a written report. Application forms for business to temporarily use SHDC land will be on the SHDC website this week. Cllr Birch reported that he has made enquiries about the appointment of the Bakers Developments Officer and has received the response that SHDC have taken legal advice and confirm they believe they have acted legally.

D.Cllr Rose provided a written report.

D.Cllr Sweett provided a written report.

C.Cllr Hodgson provided a written report. The Saturday morning 4 hr road closure has been agreed and implemented. It was felt that additional parking was not needed yet during the road closure period as there were plenty of spaces available in the town car parks but the situation will be monitored. Provision has been made for deliveries. The government is encouraging active travel and improvements to pedestrian and cycle links. Buses have resumed their full services this week. Cllr

Hodgson has received the planning agreement between SHDC and Bakers Developments and she wants it put on the SHDC website. She is still investigating it to check the legality. Outside of the temporary Saturday morning road closure, work is in progress for making the main street a shared space permanently with a 5 mph speed limit and access only for vehicles. Cllr Adams enquired about access for residents to Castle Court and for disabled drivers during the road closure on Saturday mornings and Cllr Hodgson confirmed those drivers would need to wait until 1pm for the end of the road closure. Cllr Allen asked if the Police would be checking the vehicles going through are genuinely for access only and the Clerk agreed she would speak to local Police Sergeant about it. It was confirmed that Totnes Caring drivers were aware of the road closure in relation to the delivery of lunches. Cllr Adams has signed up for a voluntary group to do speed monitoring for which training will be given. It needs to be done in groups of 4 at a time so more need to sign up to do it in order to be able to monitor drivers' speeds outside of the road closure period. Cllr Allen invited all along to join in a bunting making group in Bridgetown Community Hall on Wednesdays between 2pm – 6pm. The bunting will be a celebration of the pedestrian only time in the town.

*The Council reconvened.*

## **2. CONFIRMATION OF MINUTES**

*(Please note confidential minutes can be agreed but any discussion must be held in Part 2):*

- a. Full Council 18<sup>th</sup> May 2020.
- b. Full Council 28<sup>th</sup> May 2020.
- c. Council Matters Committee 8<sup>th</sup> June 2020.

It was **RESOLVED** to approve and sign the Minutes of the following meetings:

- a. Full Council 18<sup>th</sup> May 2020.
- b. Full Council 28<sup>th</sup> May 2020.
- c. Council Matters Committee 8<sup>th</sup> June 2020.

## **3. CONSIDERATION OF ANY MATTERS ARISING**

*(Please note confidential recommendations can be agreed but any discussion must be held in Part 2):*

- a. Full Council 18<sup>th</sup> May 2020.  
None

- b. Full Council 28<sup>th</sup> May 2020.  
None

- c. Council Matters Committee 8<sup>th</sup> June 2020.  
Item 6 – It was **RESOLVED** to accept the recommendation.  
Cllr Adams left the meeting.  
Item 10 – It was **RESOLVED** to accept the recommendation.  
Cllr Adams re-joined the meeting.



#### 4. CO-OPTION OF COUNCILLORS

Candidates standing for co-option were Paul Allford, Sarah Collinson, Allegra Galvin, Ric Lambert and Amitrajit Raajan.

Following a voting process it was **RESOLVED** to co-opt Paul Allford, Sarah Collinson and Allegra Galvin. The new Councillors were welcomed and asked to see the Town Clerk to sign the appropriate paperwork needed to confirm their new titles.

#### 5. NEIGHBOURHOOD PLAN UPDATE

Cllr Luker gave a verbal update. An update has been received from SHDC and a Neighbourhood Plan meeting now needs to take place. Councillors agreed the date of Thursday 9<sup>th</sup> July at 6.30pm and the paperwork for the meeting will be sent out to everyone. The SHDC officer advised that it may now be possible to hold a referendum on the draft Plan before May next year, although there are 3 ahead of us in the queue.

Cllr Hodgson confirmed she has spare copies of the Dartington Draft Neighbourhood Plan which has been issued recently.

Cllr Webberley raised the question of the letter Cllr Allen is sending to the local MP in relation to the government's proposal to take planning decisions away from local councils and suggested that it should come from the Town Council. It was agreed that all Councillors would like the opportunity to add their names to the letter and therefore the Clerk would circulate it and include it on the agenda for the next Full Council meeting.

#### 6. TOTNES TOWN CENTRE RE-OPENING AND ASSOCIATED TRAFFIC MEASURES

The Clerk reported that £5000 has been received from SHDC but costs are likely to exceed this so a proposal will be taken to the next Council Matters Committee meeting to decide how we cover the additional costs. The Clerk is continuing to cover the costs as it is essential expenditure and within her delegated spending authority but how the costs are covered in the budget still needs to be discussed.

The Planters have not been installed around the town yet because DCC still have not given permission for the one at Bank Lane. The one outside the Guildhall does not need permission and can go ahead at any time. DCC Highways have issues with planters being located near to the highway due to visibility concerns and blocking of the pavements. The project of placing planters around the town will be an item for discussion at the next Public Realm Working Group meeting in July. This will also be a good opportunity for discussing other shared space ideas and to invite the new Town Maintenance Officer to take part in the group meeting. Cllr Hodgson will invite the DCC Highways officer to join the meeting.

The issue of creating a shared space on the High Street was discussed and there were concerns over the lack of support from DCC with it.

The Clerk reminded Councillors that The Public Realm WG has already started working on this with a contractor already instructed to carry out a wayfinding audit and design process. Any additional proposals would therefore need to be combined with the work already underway. Following further discussions at the Public Realm WG meeting the Clerk will need to produce

a budget for the project to take to Council Matters as there is no external funding available for this work.

**7. OUTDOOR PREMISES LICENSES**

SHDC are offering their land out for hire to hospitality businesses to enable them to open safely. Some of the areas being offered are car parks. Councillors felt it was unfair to charge businesses for the use of these spaces when they are struggling with the impact of the pandemic and there were concerns over the loss of parking spaces for shoppers.

After some discussion it was agreed that areas 1, 7, 8 & 10 should be offered to businesses and that Steamer Quay which is not included should be included. Areas 2-6 should not be made available for hire. The Town Clerk was asked to feed these points back to SHDC.

**8. GUILDHALL OPENING**

The Clerk advised that there are logistical problems for opening the Guildhall safely with regards to COVID-19 and it was **AGREED** that the Clerk would have delegated authority to make decisions on whether to open depending on the regularly updated guidance being issued by government.

**9. PARISH RECOVERY PLAN**

This item was deferred to a future meeting.

**10. INTERNAL AUDITOR REPORT ON THE ANNUAL RETURN**

Noted.

**11. ANNUAL GOVERNANCE STATEMENT**

The Annual Governance Statement was unanimously approved and will be signed after the meeting in person.

**12. ACCOUNTING STATEMENT**

The Accounting Statement was unanimously approved and will be signed after the meeting in person.

**13. STAFF APPOINTMENTS**

The Clerk gave a verbal report on the recent recruitment processes.

The successful candidate for the Town Maintenance Officer post was Joe Nicholas and for the Community Fundraiser post was Lesley Nel.

It was **RESOLVED** to agree these appointments.

*The Council **RESOLVED** 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.*

*Councillors logged out of the Zoom meeting and back into a separate secure meeting link.*

**14. STAFFING BUDGET AND STAFFING UPDATE**

It was **RESOLVED** to agree the staffing budget. A hard copy was signed by the Mayor directly after the meeting. A verbal staffing update was noted.

**15. TOTNES CARING**

It was agreed to grant additional funding for Totnes Caring in the amount of £15,000 given the additional pressure and excellent response during the COVID 19 pandemic. The Clerk made the Councillors aware that this funding must be considered as S137 allowance.

Totnes Town Council **RESOLVED** on 15<sup>th</sup> June 2020, in accordance with its powers under section 137 of the Local Government Act 1972, that they should ratify the following expenditure which, in the opinion of the Council, will be spent in the interests of the area of its inhabitants and will benefit them in a manner commensurate with expenditure.

Name	Amount of grant	Reason
Transition Town Totnes	£5809	PHASE 1 Support for large Climate Change Lottery Bid
Caring Town/Totnes Caring/Citizens Advice	£25000	Community service to the vulnerable
Totnes Caring	£15000 (includes £2750 of 8 weeks staff support by secondment)	Emergency COVID 19 crisis
Food in Community	£800	Refrigeration costs during COVID 19
Totnes Connection Hub	£561	Food for food bank during COVID 19
Totnes Gardens	£2000	Support for annual programme of improvements

**16. DATE OF NEXT MEETING**

Noted that the date and time of the next meeting will be **Monday 20<sup>th</sup> July 2020 at 7.00pm.**  
**Public session from 6.30pm via Zoom.**

Jacqi Hodgson

Mayor





## DRAFT MINUTES OF THE MEETING OF COUNCIL MATTERS MONDAY 13<sup>TH</sup> JULY 2020 AT 7PM – HELD REMOTELY USING ZOOM

**Present:** Councillors E Price (Chair), M Adams (Deputy Chair), C Allford, J Hodgson, C Luker, P Paine and B Piper.

**In Attendance:** Cllrs G Allen, S Collinson and L Webberley, C Marlton (Town Clerk), member of the public

### 1. APOLOGIES FOR ABSENCE

To receive apologies and to confirm that any absence has the approval of the Committee.

*The Committee will adjourn for the following items:*

#### 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.

It was agreed that the member of the public would speak under Item 6.

*The Committee reconvened.*

### 2. CONFIRMATION OF MINUTES

To update on any matters arising from the minutes of 8<sup>th</sup> June 2020. (Note: already agreed through Full Council.)

No matters arising. Minutes already ratified.

### 3. ALCOHOL LICENSE

To consider a variation to the premises licence of Morrisons Service Station, Station Road, Totnes, TQ9 5JR from Wm Morrison Supermarkets PLC. The application is to extend the hours for sale of alcohol for consumption off the premises to 24hrs. The hours currently licensed for the sale of alcohol is Monday to Sunday from 6am to midnight.

Object to the variation for the following reasons:

- Public Safety – concern that the location could attract those driving under the influence of alcohol.

- Prevention of Public Nuisance – the service station sits in a residential area.
- Prevention of Crime and Disorder – 24 hour sale of alcohol could see this location become a magnet for the homeless, drug and alcohol addicts.
- Safeguarding – for the staff in the store and for young people given the close proximity to KEVICC, the Skate Park and Vire Island.

#### 4. BUDGET MONITOR

To consider the current year's budget allocations, budget monitor, balances and forecast.  
Noted and agreed.

#### 5. GREEN TRAVEL COORDINATOR

To note receipt of the S106 funding and to consider a recruitment timeline.

Noted. Funding has been received from TQ9 for the position. An update will go onto the Totnes Town Council website setting out the position, that the recruitment campaign will formally go out mid-August with interviews to be held in September.

#### 6. PUBLIC REALM WORKING GROUP

To consider any action points and proposed expenditure, including how to progress the Shared Space project.

It was **RECOMMENDED** to Full Council to approve the amended Public Realm budget for 2021 – attached.

It was **RECOMMENDED** to Full Council to approve up to £20000 (and give Council Matters delegated authority to finalise a specification) for an electric vehicle for the Town Maintenance Officer, with the Clerk to investigate various options and report back to the Council Matters committee with costed options.

It was **RECOMMENDED** to Full Council to place planters at Bank Lane and outside the Guildhall and apply to place planters at the locations identified by STAG/Cllr Luker as part of shared space measures.

It was **RECOMMENDED** to Full Council that Cllr Collinson be Deputy Chair of the Public Realm Working Group.

It was **RECOMMENDED** to Full Council a policy position from the Town Council that prohibits the permanent placement of commercial bins on Fore and High Street for the storage of rubbish. The policy would not affect the placement of soft bags or bins left on the pavements overnight.

It was **RECOMMENDED** to Full Council that the draft letter from Cllr Luker is reviewed and is widened out to the neighbouring villages in terms of circulation.

Standing Orders were suspended to enable a member of the public to speak. The member of the public explained a proposal to prevent a right turn onto Plymouth Road from The Narrows, and left turn by the Bay Horse Inn to prevent rat run behaviour. The item will be included on the Full Council agenda.  
The item will be included on the Full Council agenda.

Standing Orders resumed.

It was **RECOMMENDED** to Full Council that the Council does not move the notice board outside the Town Mill to the bus stop as requested, as the Town Council already has advertising space on the bus shelter. It was noted that the request is from the Totnes Trust, not Bridgetown Alive. Notice board outside the Town Mill.

#### 7. NEIGHBOURHOOD PLAN

To receive an update on the Neighbourhood Plan (standing item).

Noted. Revisions to the plan were agreed at the meeting last week. The next Working Group is planned for 27<sup>th</sup> August to review the final document with the aim of sending it to Full Council in September for endorsement.

#### 8. CEMETERY WORKING GROUP

To consider any action points and proposed expenditure.

It was **RESOLVED** that the grounds maintenance contract is unchanged in the current year, but that the maintenance specification is reviewed in good time prior to budget setting and contract tendering, to allow for any changes to be properly costed.

It was **RESOLVED** that the six cherry trees can be planted as long as they are on a dwarfing rootstock, with the TMO and Administrator having input on the planting locations.

#### 9. TOTNES MUSEUM

To note a proposed change in the governance of Totnes Museum and the landlord responsibilities associated.

Noted. It was **AGREED** that the Museum Trustees will be asked to pay for the rewrite of the lease given their change of organisational status.

#### 10. TRANSITION TOWN FUNDING AMENDMENT

To consider a minor alteration to previously agreed S137 funding.

Cllr Hodgson declare a personal interest.

It was **AGREED** to allow the remainder of the funding allocated (£1452) to be used on the Transition Streets project.

*The Committee **RESOLVED** 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. (CONFIDENTIAL by virtue of relating to legal and/or commercial matters, staffing and/or the financial or business affairs of a person or persons other than the Council)*

#### 11. COMMERCIAL CONTRACT

To consider how to proceed with a commercial contract given liquidation of the company.

It was **RECOMMENDED** to Full Council that Perch and Ponder be appointed to undertake the continued wayfinding project to allow continuity of design team.

**12. LEGAL MATTER**

To consider an update and actions required.

It was **RECOMMENDED** to Full Council that the clerk action a solicitor's letter and application to SHDC for an Asset of Community Value.

**13. CLERK CONTRACT**

To consider a reviewed employment contract for the Town Clerk.

It was **RECOMMENDED** to Full Council that amendments were made to the employment contract as follows:

- a) That full time should be 35 hours a week for all staff (budget calculations needed).
- b) That the holiday entitlement for all staff be reviewed.
- c) That the notice period in the Clerk's contract should be increased to three months on both sides.

**14. STAFF UPDATE**

To note a **general staff update**.

Noted.

**15. BANK RECONCILLATION**

To consider and agree the bank and petty cash reconciliations.

Noted.

**16. DATE OF NEXT MEETING**

To note the date of the next meeting of the Council Matters Committee – Monday 14<sup>th</sup> September at 7.00pm.

Noted.

Catherine Marlton  
Town Clerk



AMENDED Public Realm 2021 PROPOSED		
Consultation and Design Work Wayfinding	10000	TO BE RECOMMENDED TO FULL COUNCIL
Totnes Gardens	2000	Previously agreed in budget setting
Collapark investment	10000	Previously agreed in budget setting
Market Square - ramp Improvements	35000	Previously agreed in budget setting
Town Maintenance Office vehicle and maintenance	20000	TO BE RECOMMENDED TO FULL COUNCIL
Tidy Totnes	1000	Previously agreed in budget setting
SHARED SPACE, SIGNAGE AND PLANTERS	60000	TO BE RECOMMENDED TO FULL COUNCIL
DCC AND SHDC CONTRIBUTION	-10500	SHDC amount in. DCC AMOUNT AN ESTIMATE
SIGNAGE	1900	ALREADY AUTHORISED TOWN CLERK
ROAD CLOSURE COSTS	8820	ALREADY AUTHORISED BY FULL COUNCIL
BANNER INSTALLATION	285	ALREADY AUTHORISED TOWN CLERK
BOB THE BUS ON SATURDAYS DURING ROAD CLOSURE	720	ALREADY AUTHORISED TOWN CLERK
Wildflower planting	500	Previously agreed in budget setting
Wildlife trails cemetery/longmarsh etc	1000	Previously agreed in budget setting
<b>BALANCE</b>	<b>140725</b>	



## PAPERS FOR THE MEETING OF TOTNES TOWN COUNCIL

ITEM 5

### **Council Matters**

Cllr Price – Chair  
Cllr Adams – Deputy  
Cllr Hodgson  
Cllr Piper  
Cllr Luker  
Cllr C Allford  
Cllr Paine  
VACANCY

### **Town Matters**

Cllr Piper – Chair  
Cllr Trow – Deputy  
Cllr Allen  
Cllr Hendriksen  
Cllr Matthews  
Cllr Paine  
Cllr Skinner  
Cllr Webberley  
Cllr Galvin  
Cllr P Allford

### **Planning**

Cllr Allen – Chair  
Cllr Hendriksen – Deputy  
Cllr Trow  
Cllr Hodgson  
Cllr Luker  
Cllr Paine  
Cllr Collinson

### **Arts**

Cllr Piper – Chair  
Cllr Allen  
Cllr C Allford  
Cllr Matthews  
Cllr Skinner  
Cllr Trow  
Cllr Galvin

### **Venues**

Cllr Piper – Chair  
Cllr Price  
Cllr Hendriksen

Cllr C Allford  
Cllr Adams  
Cllr P Allford

### **Neighbourhood Plan**

Cllr Luker – Chair  
Cllr Adams  
Cllr Allen  
Cllr Hodgson  
Cllr Trow  
Cllr Collinson

**Public Realm** Matthews, Piper, Skinner, Luker,  
Hodgson, Price  
Cllr Matthews – Chair  
Cllr Collinson – Deputy  
Cllr Piper  
Cllr Skinner  
Cllr Luker  
Cllr Hodgson  
Cllr Price

### **Cemetery**

Cllr Adams – Chair  
Cllr Piper  
Cllr Skinner  
Cllr Trow  
Cllr P Allford

### **Climate Emergency**

Cllr Allen – Chair  
Cllr Hendriksen  
Cllr Hodgson  
Cllr Luker  
Cllr Piper  
Cllr Price  
Cllr Skinner  
Cllr Webberley  
Cllr Collinson

### **Economy**

NOT ACTIVE CURRENTLY

### **Community Engagement**

NOT ACTIVE CURRENTLY



## Fore Street & High Street Circle, Circular Route, Proposal

We start at the roundabout by The Seven Stars at the bottom of town, and we end up back at the roundabout by The Seven Stars at the bottom of town.

The proposal is very simple:

One can drive up Fore Street and up High Street exactly as now, then after The Narrows there is a

**no-right-turn into Plymouth Road**, followed by an

**obligatory turn-left into The Lamb** at The Bay Horse Inn Pub

making one wind ones way down The Lamb, Heath Way, St Katherine's Way, and along The Plains

to end up where one started, at the roundabout by The Seven Stars at the bottom of town.

The proposal has just two elements.

The no-right-turn into Plymouth Road *has to be coupled with* the obligatory turn-left at The Bay Horse into The Lamb.

Nothing else changes.

One can still turn right off Fore Street at The King Bill Pub into Station Road.

Coming up St Katherine's Way and up The Lamb, one can still turn left out of The Lamb, then left onto the Western Bypass and on up in the direction of Kingsbridge; or turn right out of The Lamb onto Cistern Street to go past Drift Record Shop and then left into Plymouth Road, all just as one can do now.

This is not an exclusive scheme.

I am aware there are many other desires at the moment that people have and this scheme does not preclude any of them. All of the other desires I have heard of could run alongside this or piggyback off it. For example:

If you want Shared Space you can still have it with this;

It supports our local butchers - and anyone else - with the fact you can still have cars and Pop & Shop.

The only thing it doesn't support, is rat-running.

One more thing it *does* support, is the police, in that they don't necessarily need to be there to enforce the current Access Only status (which clearly, is not working).

I think also it has the potential to support slower speeds in Fore Street, High Street, and The Narrows in that people who want to get somewhere else (like Follaton or Kingsbridge etc.) are perhaps wanting to get there faster; and people who want to go to the shops or to their homes in the centre of town, probably appreciate going slower.

I understand that recently, while enforcing the Access Only status on Fore Street/High Street, the police found at least 50% of the cars they stopped should not have been driving along those roads.

Thus this scheme has the potential instantly to reduce town centre traffic by the 50% who already shouldn't be there, leaving only the traffic that should be there.

This scheme needs not to be confused with, nor, more to the point, *confused by* an idea that a no-right-turn onto the Western Bypass from Cistern Street was necessary. No vehicles coming up Fore Street or High Street will get to the Western Bypass, because they will already have been forced to turn left into The Lamb and go back down to where they started.

If you don't have the obligatory turn-left into The Lamb, you still have a rat-run to Kingsbridge – and you have a through route, not a circular route.

Having had an informal chat with Lyn the Bob The Bus coordinator, it became very clear that following the obligatory turn-left at The Bay Horse, it would be a possibility Bob The Bus could then turn into Heath Way Car Park, just as they do now on one of their routes, come out again as they do then back up The Lamb and exit the town along Plymouth Road, exactly as they do now – the object being that both their Route 1 and Route 2 could remain 99.9% exactly as they are now.

One final thing:

Something that could enhance this scheme would be having an additional

'Access Only' sign at The Seven Stars,

(additional to the one that is already there at the King Bill / Arcturus junction), and a

'New Road Layout Ahead' sign, also at The Seven Stars.

With these two signs, certainly potential complainants will have been informed and warned as to the change ahead.

I would urge you to keep things simple:

Two changes – we just need **no-right-turn into Plymouth Road coupled with turn-left into The Lamb** at The Bay Horse Inn.

All the other things I have heard of can be sorted out after this idea actually happens !! Otherwise, I fear if you complicate things this idea will never happen.

This could be an immediate temporary measure, especially in the light of the current many Covid 19 issues.

Based upon US Marshals  
his map is reproduced from the Distance Survey material with the  
license No. Devon County Council T10019783. 22112









## What kind of future is there for the High Street?

Dear Residents, Business Owners, Market Traders of Totnes, Local Charity Organisations,

The question of what should happen with our High & Fore Street & The Narrows has been discussed for many years but now seems to be the time to discuss and decide on how we all see the future of the centre of Town in the coming decades.

We are extremely lucky in Totnes to have a High Street that has a majority of independent traders and as a result are unlikely to suffer from the problems that exist in many shopping centres. We do not have large retail units, shopping malls or department stores, etc. which now seem to be frequently closing resulting in large vacant gaps in the once popular town centre shopping areas.

The current 'virus' situation has accelerated the need to introduce solutions in the short term and so we have seen both shoppers & business owners implementing innovative ideas. Some of these, subject to popular support, may go on to being adopted in the longer term.

So, the time has come for us to get together and agree an approach to how we will see out Town centre developing into meeting the needs of all for the foreseeable future. In this regard the Totnes Town Council is willing to facilitate such an initiative.

The proposal is that all sectors of the community should come together to work on a feasible solution. There are many ideas that have been suggested such as a 'Shared Space'; reduced speed limits; delivery drop off points or a central depot; extra green / recreation space; traffic calming measures; etc.; etc. Once we put our minds to it there will no doubt be many, many more possible ideas.

At the moment public meetings are restricted but as an initial phase a video conferencing meeting could be set up in the coming months. A specific social media page would allow ongoing comments and for those who prefer not to participate using this type of technology then a point of contact will be arranged at the Council offices.

The Town Council wish to make this a truly participatory project that is representative of all sectors in the Town. Let us know your thoughts and lets move forward to creating a town centre that we feel proud and happy to be a part of.

Signed on behalf of Totnes town Council by .....



**Highways & Traffic Management**

Devon County Council  
Devon Highways  
Lucombe House  
County Hall  
Exeter  
EX2 4QD

Telephone: 0345 155 1004  
Email: [highwayapps@devon.gov.uk](mailto:highwayapps@devon.gov.uk)  
Your ref: SC574  
Date: 15 July 2020

To whom it may concern

**Proposal for a Street Café at: The Green Café, Totnes**  
**Consultation End Date: 14 August 2020**

The above business has applied for a street café licence from Devon County Council as the Highway Authority.

The applicant has proposed that the facilities will be placed on the highway in accordance with the attached plan. The proposed operating hours are: 08:00 – 20:00, Monday - Sunday. Maximum of 4 tables and 8 chairs.

We are supporting local businesses as they plan to reopen following the Coronavirus restrictions. This application has been reviewed by the local Highway Officer and they are happy for the application to go to consultation. In the meantime, a temporary permission has been granted for the business to use tables and chairs on the highway, as per the proposal detailed above. This permission is subject to the completion of a formal public consultation.

This letter, along with a copy of a plan of the proposals, is being sent to the Police, Fire & Rescue Service, Ambulance Services, Town / Parish Council, District Council and immediate neighbours. The District Council may wish to circulate their Planning, Environmental Health and Access Officers as well as any Town Centre Management groups coordinated by them.

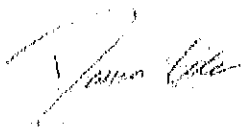
The plan should give a good idea of the proposal, however if you have any further queries please contact us.

If you wish to comment, please either complete and return the simple questionnaire below, or email us using the contact details at the top of this letter. Please quote reference **SC574** in the subject.

Responses must be received by the consultation end date above and please note that your response may not remain confidential.

Thank you in advance.

Yours sincerely



Darren Cole  
**Neighbourhood Highway Officer**  
Highways & Traffic Management

### Street Café Consultation

## Proposal for a Street Café at: The Green Café, Totnes

Our Ref: SC574

- 1 Do you have any objection to the street cafe proposed? YES / NO

- 2 If YES, please explain your concerns / objections

Name (Print).....

Signed.....

Date ..... Contact Number .....

Address.....

.....

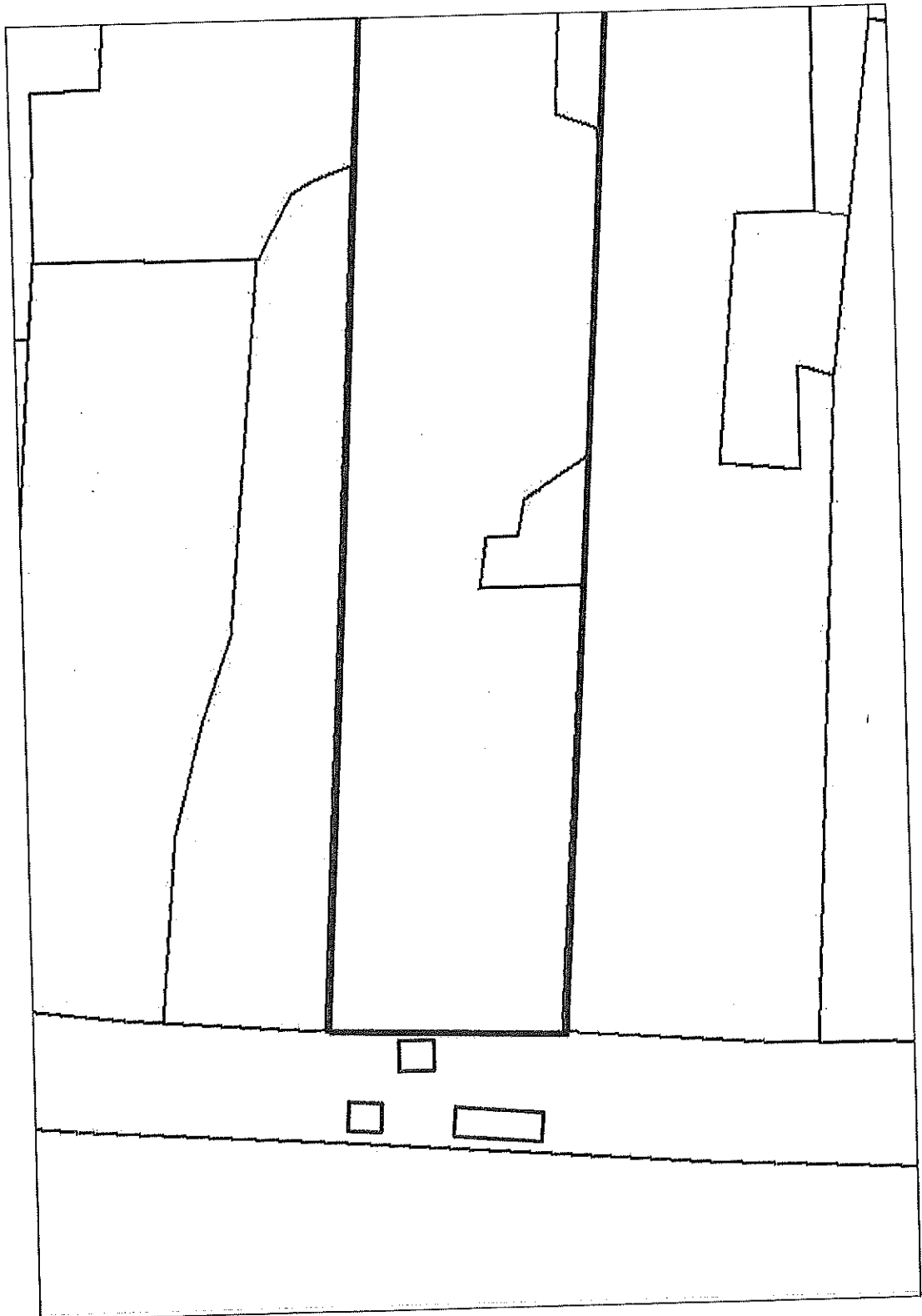
.....

Textphone: 0345 155 1020  
[www.devon.gov.uk](http://www.devon.gov.uk)

**Chief Officer, Highways, Infrastructure Development and Waste Meg Booth**



SC574 – The Green Café, Totnes







**PROPOSED ZOOM MEETING DATES**

- Monday 20th July from 6.30pm - Full Council
- Tuesday 21st July at 1pm - Arts Working Group
- Monday 27th July at 10am - Planning Committee
- Monday 27th July at 2pm - Network Meeting
- Monday 27th July at 7pm - Town Matters Committee
- Wednesday 29th July at 6.30pm - Traffic and Transport Forum
- Thursday 30th July from 6.30pm – Extraordinary Full Council
- AUGUST – Recess Committee only if required
- Monday 10th August at 2pm - Network Meeting
- Monday 24th August at 2pm - Network Meeting
- Thursday 3rd September at 1pm – Arts Working Group
- Monday 7th September at 2pm - Network Meeting
- Monday 7th September from 6.30pm – Full Council
- Tuesday 8th September at 1pm – Venues Working Group
- Monday 14th September at 7pm – Council Matters
- Monday 21st September at 10am – Planning Committee
- Monday 21st September at 2pm - Network Meeting
- Monday 21st September at 7pm - Town Matters Committee
- Thursday 24th September at 1pm – Public Realm Working Group
- Wednesday 30th September at 6.30pm – Traffic and Transport Forum

**Dates not yet set:**

Next Neighbourhood Plan WG

Next Climate Change Working Group

Next Cemetery Working Group

