



**AGENDA FOR THE PLANNING AND PLACE COMMITTEE
THURSDAY 15th OCTOBER 2015 AT THE GUILDHALL TOTNES**

You are hereby SUMMONED to attend the Planning and Place Meeting, which is to be held in the Guildhall, Totnes on Thursday 15th October 2015 at 4.30pm for the purpose of transacting the following business:

No	Subject	Comments
1	To receive apologies and to confirm that any absence has the approval of the Council.	
	<i>The Committee will adjourn for the following item:</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.	
	A period of 15 minutes will be given for discussions on Plymouth Road Is Our Road (PRIOR) campaign. To include talks from a PRIOR representative and a local resident.	PRIOR handouts were received by councillors at full council. Spare copies will also be available at the meeting.
	<i>The Committee will convene to consider the following items:</i>	
2	To address any matters arising from the minutes of the meeting of 24 th September.	Minutes enclosed
3	<p>To make recommendations on the following planning applications:</p> <ol style="list-style-type: none"> 1) a) 56/2091/15/LB – Listed building consent for replacement of 1No external self service machine. 57 High Street, Totnes, TQ9 5NS. Applicant: HSBC Group PLC. (Planning officer: Kate Price) b) 56/2090/15/F - replacement of 1No external self service machine. 57 High Street, Totnes, TQ9 5NS. Applicant: HSBC Group PLC. (Planning officer: Kate Price) 2) 56/2064/15/ F- Householder application for side extension and extension to rear balcony. 2 Follaton, Plymouth Road, Totnes TQ9 5NB. Applicant: Mr C Kendall. (Planning officer: Sarah Carroll) 3) 56/2112/15/F- Householder application for renovation and rebuilding of existing extension with Interior alterations and replacement windows and doors with new opening. 2 Park View, Priory Hill, Totnes, TQ9 5QG. Applicant: Mr D Barter. (Planning officer: Ben Gilpin) 4) a) 56/2130/15/LB- Listed building consent for internal and external alterations including extension of retail area on the first floor. 12 Fore Street, Totnes, TQ9 5DX. Applicant: Dart Valley Estates Ltd. (Planning officer: Kate Price). b) 56/2129/15/F- Internal and external alterations including extension of retail area on first floor. 12 Fore Street, Totnes, TQ95DX. Applicant: Dart Valley Estates Ltd. (Planning officer: Kate Price) 5) 14_56/2115/15/VAR- Variation of condition 2 (approved plans) of planning consent 14_56/2246/13/F. Land at Ashburton Road, Totnes (opposite Puddavine Court). (Part 	Applications available on the SHDC website – www.southhams.gov.uk

	<p>Totnes Development Plan Site Allocation T6). Applicant: Bloor Homes South West. (planning officer: Thomas Jones)</p> <p>6) 56/2107/15/F- Householder application for demolition of existing bungalow roof and replacement with new first floor extension and solar roof. Ground floor alterations with entrance hall and single storey garage extension. Winton, Higher Westonfields, Totnes, TQ9 QZ. Applicant: LED Architects. (planning officer: Ben Gilpin)</p> <p>7) 56/1954/15/F – Demolition of existing offices and development of new offices and parking. Valeport Ltd, 20 St Peters Quay, Totnes, TQ9 5EW. Applicant: Valeport Ltd. (Planning Officer: Alex Sebbinger)</p>	<p>NOTE: Cllrs JH and RV observe and do not vote on any applications which would potentially be discussed at a Development Management Committee meeting at SHDC.</p>
4	<p>To note or make recommendations on tree works decisions and orders:</p> <p>a) 56/2164/15/TCA. –T1. Birch. Fell. T2 Birch and T3 Holly. Minor Crown reduction. 20 South Street, Totnes, TQ9 5DZ. (Chris Brook)</p> <p>b) 56/2067/15/TCA- T1Silver Birch. Fell. Sefton Gardens, Weston Road, Totnes, TQ9 5AH. (Chris Brook)</p>	<p>Applications available on the SHDC website – www.southhams.gov.uk</p>
5	<p>To note that we have received a response from the Duke of Somerset in regards to meeting with the council to discuss Great Court Farm</p>	<p>Email enclosed</p>
6	<p>To discuss the Urban Grass Cutting Agreement, to consist of four cuts of visibility verge as set out in the County Council's policy.</p>	<p>Agreement enclosed</p>
7	<p>To note or discuss SHDC DMC decisions since last meeting</p>	<p>Verbal update from Assistant to the Town Clerk</p>
8	<p>To note minutes of community groups:</p> <ul style="list-style-type: none"> - Traffic and Transport Forum - Neighbourhood Plan 	<p>None available None available</p>
9	<p>To note the date of the next meeting – 5th November 2015 at 5pm in the Guildhall</p>	

Laura Shearer

Assistant to the Town Clerk



**MINUTES OF THE PLANNING AND PLACE COMMITTEE
THURSDAY 24th SEPTEMBER 2015 AT THE GUILDHALL TOTNES**

Present: Councillors R Adams (chair), Connelly, Hendriksen, Hodgson (arrived at 5.05pm), Paine, Westacott and Vint.
Apologies: Cllr Whitty.

In attendance: Laura Shearer (Assistant to the Town Clerk), one member of the public.

No	Subject	Comments
1	To receive apologies and to confirm that any absence has the approval of the Council.	It was RECOMMENDED that the apologies were accepted.
	<i>The Committee will adjourn for the following item:</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.	One member of the public was in attendance to object to application (no.5 below) 56/1893/15/F on the grounds of traffic, intrusion to his home and the effect on the surrounding area.
	<i>The Committee will convene to consider the following items:</i>	
2	To approve the minutes of the meeting of 3 rd September and address any matters arising.	The following matters arose from the minutes of the meeting of 3 rd of September: It was agreed that further action will need to be taken if the wall on Ramparts Walk is not repaired by the 4-6 weeks stated by Devon County Council.
3	To make recommendations on the following planning applications: <ol style="list-style-type: none"> 1) 56/1836/15/F – Householder application for extension to rear and raised platform. 19 Brook View, Totnes, TQ9 5FH. Applicant: Miss S Burgess. (Planning officer: Tim Furmidge) 2) 56/1786/15/LB- Listed building consent for alterations to internal walls; removing 3 modern partition stud walls and constructing new. 41 Seymour Court, Bridgetown, Totnes, TQ9 5AA. Applicant: Mr D Cottam. (Planning officer: Kate Price) 3) 56/1847/15/F – Retrospective erection of two storage sheds joined by covered walkway. 69 Fore Street, Totnes, TQ9 5NJ. Applicant: Mr M Ryan. (Planning Officer: Clare Stewart) 4) 56/1897/15/F- Part retrospective application for extension to No.1 on land currently occupied by the property's garages and alterations to access of No. 2. 1&2Redworth Flats, St Johns Terrace, Totnes, TQ9 5JH. Applicant: Mr O Hurd-Thomas. (Planning Officer: Wendy Ormsby) 5) 56/1893/15/F - Erection of single dwelling with an underfoot parking Space (resubmission of 56/2362/14/ F). 1 Ashleigh, Kingsbridge Hill, Totnes, 	<p>No objection.</p> <p>No objection.</p> <p>No objection.</p> <p>No objections. Cllr Hodgson declared a personal interest.</p> <p>Objection. Cllrs feel the positioning is not in keeping with the existing area and raised concerns that there are negative traffic implications.</p>

	<p>TQ9 5SZ. Applicant: Carfrae Sustainable Design. (Planning Officer: Ben Gilpin)</p> <p>6) 56/1895/15/LB - Listed building consent for single room extension to existing dwelling. Singer Cottage, Bowden House, Totnes, TQ9 7PW. Applicant: Mr O Frame. (Planning officer: Graham Lawrence)</p> <p>7) 56/1845/15/LB - Listed building consent for refurbishment and enlargement of 3rd floor terrace doors. Flat 10 The Chapel, The Plains, Totnes, TQ9 5QL. Applicant: Mr S Keeling. (Planning officer: Kate Price)</p> <p>8) 56/1079/15/RM – READVERTISEMENT (Revised Plans Relieved) Approval of reserved matters following outline approval 56/1978/14/O for erection of 1 No dwelling. Land adjacent Weir Nook, Weirfields, Totnes, TQ9 5JS. Applicant: Ms A Richards. (Planning Officer: Wendy Ormsby)</p> <p>9) 56/2004/15/F – Householder application for alterations to roof, including dormers to front. 6 Springhill Road, Totnes, TQ9 5RD. Applicant: Mr and Mrs Hobbs. (Planning Officer Tim Furmidge)</p> <p>Application brought forward from the last meeting:</p> <p>10) 56/1787/15/LB – Listed building consent for painting of existing gable wall of No. 1 and street elevation to No's 1, 2, 3 & 4.1-4 Seymour Terrace, Bridgetown, Totnes, TQ9 5AQ. Applicant: Mr M Peters. (Planning Officer: Kate Price)</p>	<p>Cllrs Vint and Westacott declared a personal interest.</p> <p>No objection.</p> <p>No objection.</p> <p>Objection. Cllrs feel this is an over development of the area and un-neighbourly.</p> <p>No objections.</p> <p>No objections.</p> <p>NOTE: Cllrs JH and RV observed and did not vote on any applications which would potentially be discussed at a Development Management Committee meeting at SHDC.</p>
4	<p>To note tree works decisions and orders:</p> <p>1) 56/1990/15/TCA - T34. Holm Oak. Crown reduce by approximately 4 to 5 metres off height and total spread. Totnes Castle, Castle Street, Totnes TQ9 5NU.</p> <p>2) 56/1547/15/tw – Refusal of Consent. T1. Rear of 44B Fore Street, Totnes TQ9 5RP.</p>	<p>Cllrs discussed this and feel this would be beneficial to the health of the tree</p> <p>Noted.</p>
5	<p>To discuss and approve a new meeting date for January 2016, the current date of Thursday 7th does not allow sufficient time to produce an agenda due to the Christmas and New Year period.</p>	<p>Cllrs agreed to postpone the meeting by one week to 14th January 2016.</p>
6	<p>To note or discuss SHDC DMC decisions since last meeting</p>	<p>SHDC have confirmed they are running behind.</p>
7	<p>To note minutes of community groups:</p> <ul style="list-style-type: none"> - Traffic and Transport Forum - Neighbourhood Plan 	<p>Noted</p> <p>Noted</p>
8	<p>To note the date of the next meeting – 15th October 2015 at 4.30pm in the Guildhall</p>	<p>Cllrs agreed to start the meeting at 4.30pm instead of 5pm.</p>

Meeting ended at 5.55pm
END

MAYOR

Totnes Town Council - Office

To: Totnes Town Council Clerk
Subject: RE: Totnes Town Council - Great Court Farm

From: Mary Sturgess [<mailto:mary.sturgess@duchyofsomerset.co.uk>]
Sent: 05 October 2015 15:43
To: clerk@totnestowncouncil.gov.uk
Subject: Totnes Town Council - Great Court Farm

I regret that I am unable to attend a meeting with the Totnes Town Council at this moment as the matter is subject to legal considerations and I am not permitted to attend.

In due course, however, once these matters have been resolved, I would be delighted to come and talk about our proposals with the Council.

With best wishes.

The Duke of Somerset

Totnes Town Council Clerk

From: Rob Turner <rob.turner@devon.gov.uk>
Sent: 29 September 2015 14:20
To: Totnes Town Council Clerk
Subject: RE: Totnes - Grass Cutting
Attachments: Urban Grass Cutting Agreement_16_17.pdf

Dear Helen

To further clarify the email issued regarding highway urban grass cutting, there are two main options available to parishes:

1. Devon County Council currently employ SWH to undertake highway urban grass cutting as per council policy ie visibility areas, cut four times a year. Parishes can contact SWH or another contractor direct in order to 'top' up this service in terms of standard and/or frequency using means of self-funding.
2. Devon County Council can give the parish an annual contribution in order to fulfil the council's requirements with regards to highway urban grass cutting. The parish through the development of local relationships can use this contribution to procure and manage the whole service within their parish, prioritising areas and topping up through self-funding as appropriate (ensuring that the requirements of the council's policy is fulfilled as a minimum)

For option 2 you will find attached a copy of an urban grass cutting agreement we would require you to sign before undertaking any work.

More information on our road warden scheme, which can be found on our website, can also be accessed to help support training needs: <https://new.devon.gov.uk/roadsandtransport/maintaining-roads/self-help-and-community-support/>

Urban Grass cutting allocation for four cuts of visibility verge as set out in the County Council's policy (contained within agreement attached)

Totnes: £610pa

**this allocation reflects Totnes' percentage of highway urban visibility verge compared to the rest of the county.*

Kind Regards

Rob

Rob Turner

Highway Asset Senior Officer

 Customer Service Centre: 0845 155 1004
 Direct Dial: 01392 38(3191)

Disclaimer: - <http://www.devon.gov.uk/email.shtml>
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From: Totnes Town Council Clerk [mailto:clerk@totnestowncouncil.gov.uk]
Sent: 29 September 2015 10:42
To: Rob Turner
Subject: Totnes - Grass Cutting

Dear Rob

Further to the email about Tough Choices and grass cutting, could you tell me what options are available to Totnes Town Council if we decided to take on the work ourselves.

Thank you

Helen Nathanson

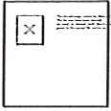
Town Clerk

Totnes Town Council

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Grass Cutting Programme		April	May	June	July	August	September	October
1	Urban Cutting All Maintenance Categories (full width cut to all urban highway verge 4 times per season)	█		█	█		█	

GRASS CUTTING

1.0 Scope

Approved policy and procedures for cutting roadside grass.

2.0 Statement of Objectives:

The control of growth on the highway is necessary for the following safety reasons:

- to maintain visibility areas / splays for highway users;
- to provide forward visibility to signs.

Additionally:

- community self help to address local issues over and above the level of service will be encouraged.

3.0 Policy to Achieve Objectives

3.1 Urban roads are generally defined as those within a 20, 30, or 40mph speed-restricted area with a number of surrounding residential or commercial properties or within built up areas of villages and hamlets. However, there are a number of roadside verges within 40mph speed limits, which continue to be considered of a rural nature and are therefore cut accordingly.

The Priority Network consists of winter service priority one salting routes.

3.2 The policy to achieve the County Council's objectives is given below:

Cutting on visibility areas (junctions, laybys and the inside of bends) is undertaken on an 'as needed' basis and the frequency below has proved adequate:

Rural Priority Network - twice or occasionally three times per annum

Rural other roads (excluding maintenance category 12 roads) - once per annum

Urban roads (excluding maintenance category 12 roads) - four times per annum

The Neighbourhood Office is authorised to determine the timing of the cutting and whether the maximum number of cuts is necessary. In a normal growing season the rural cutting commences on Priority Routes during mid-May. Urban cutting usually commences in April. Any cuts additional to the maximum number will be regarded as being for amenity or environmental purposes and will be the responsibility of City, Borough or District Councils. Partnership arrangements for commissioning the highway and amenity work are encouraged where appropriate.

Additional cutting (including other areas) will be undertaken to facilitate other maintenance works for example surface treatment or ditch cleaning. Also to provide forward visibility to essential road signs.



The residual height of rural cutting is 100mm, and urban cuts 40mm.

No early cut is to be carried out on moorland roads where cut bracken may harm animals;

The use of grass growth retarder is not permitted.

PRIOR

Plymouth Road Is Our Road Campaign
October 15



We are here to represent the views of PRIOR (Plymouth Road is Our Road), a group of residents who are campaigning for road safety improvements, along the Plymouth Road.

Our two over-arching aims of the campaign are to:

- 1) Ensure the safety of pedestrians and cyclists along the Plymouth road
- 2) Reduce the speed at which traffic travels along the Plymouth road

These are long-standing issues for residents and users of the road and very little has ever been done to address it.

The problem

The Plymouth Road is an unclassified road, yet it has traffic flows more in keeping with a trunk road. There are several narrower sections of the road, long stretches with reduced or no pavement, and several bends in the road where speeding vehicles are causing a hazard.

With no traffic calming measures in place, this has led to several major car accidents recently, and daily occurrences of wing mirrors knocked off. Pedestrians run the gauntlet jumping from driveway to driveway, many with children or dogs in tow and cyclists have no safe route to Totnes.

Improvements

With budget restrictions in mind, we propose some quick and cost effective measures that could be immediately adopted for the Plymouth Road. Specifically:

- A **Vehicle Activated Sign (VAS)** reminding motorised vehicles to slow down as we enter the 30 zone, to be located near to Follaton Cross at the start of the residential area.
- **Rumble strips** on the road prior to entering the 30 zone
- **Painted pinch points** on the road at Follaton Cross to visualise the requirement to slow down
- **Road markings at both sides** of the road from Follaton Cross around the bend to visually narrow the road and promote more cautious driving.
- Small **30mph repeat signs** along the length of the Plymouth Road reminding motorist they are in a 30 zone
- **Large chevron sign** on the bend heading west just after the Follaton Oak Development, where the road narrows.
- **No overtaking line** in the centre of the road from Smithfields up to the Western Bypass traffic lights.

We feel these are realistic, low cost and effective solutions to a problem that is being largely ignored. The cost would pale into insignificance when compared to other works such as the Redworth Junction.

A number of the above recommendations have already been put forward in the 'Totnes Town Council Transport Strategy Document'. The Town Council, the County Councillor, the Traffic & Transport Forum and Totnes on the Move are all behind improving safety on this road. We are here today to request that Devon County Council adopt these safety measures, and a number of improvements along this road are included in this document

Please – lets not wait for a fatality before we act on this. Nobody wants it on their conscience that we should have done more.

Thank you for your time.

Recent accidents



Suggested improvements



Suggested improvements

