

AGENDA FOR THE MEETING OF TOTNES TOWN COUNCIL

THURSDAY 30TH JULY 2020 – HELD REMOTELY USING ZOOM

MEETING LINK: <https://zoom.us/j/96825349402?pwd=MU5oUXJhY05hUERzd2IibzZHYlBIUT09>

MEETING ID: 968 2534 9402

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 Thursday 30th July 2020 at 7pm for the purpose of transacting the following business:

1. **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.

2. **TRAFFIC AND TRANSPORT FORUM ACTIONS**

To consider any actions from the Traffic and Transport Forum held on 29th July 2020:

- 2a) Amended locations of proposed planters for the town centre and draft costings.
- 2b) Approving budget for an application of imprint on Fore Street road surface.
- 2c) A brief for signage at the bottom of Fore Street.
- 2d) Approving a budget and an application for a Vehicle Activated Sign (VAS) at the bottom of Fore Street.
- 2e) Funding for improved signage to the town car parks.

3. **ARTS WORKING GROUP**

To consider any actions or expenditure from the Arts Working Group held on 21st July 2020. Document to follow.

- 3a) Decision on the Christmas nights.
- 3b) Funding towards a community arts event.
- 3c) New late night shopping community 'Christmas in Totnes' events.

4. **NEW WORKING GROUP**

To consider the setting up of a public assets working group, to sit under Council Matters - motion from Cllr Hodgson.

5. **PLANNING COMMITTEE**

To consider the actions and any matters arising from the Planning Committee held on 27th July 2020. Document to follow.

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.

6. **LEGAL MATTER**

To update on a legal matter.

7. DATE OF NEXT MEETING

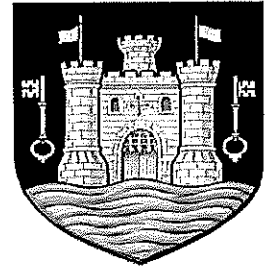
To note the date and time of the next meeting: **Monday 7th September 2020 at 7.00pm. Public session from 6.30pm via Zoom.**

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.



Arts Working Group Meeting Minutes

Tuesday 21st July 2020 @ 1.00pm

Present via Zoom: Cllr. Piper, Allford, Matthews, Galvin, Allen

Catherine Marlton, Ben Cattrall, Mairead Phipps

Apologies: Cllrs. Trow, Skinner

1. **Proposal for a new Educational Centre in Baltic Wharf. [Brief discussion- recommend support via. ref to public realm.]**

The AWG fully support this proposal and are grateful to the developers for their initiative. It was felt the proposal was better suited to be discussed at the Public Realm group and/or Planning Committee.

Cllr. Allen agreed to bring points back to the group for further discussion.

2. **Mask competition- update and action required to get it on.**

It was agreed that Ben Cattrall would put a brief together for comments to include prizes, categories, and timings. Suggested start date is the month of August. The competition will be marketing through Visit Totnes. Cllr. Hodgson to be asked for comments.

3. **Overview of regulations as we transition out of lockdown**

Proposal to restart the Artisan Markets in September. Ben Cattrall and Mairead Phipps explained that several conditions would have to be put in place beforehand. Reduced number of tables to enable social distancing, separate entrance and exit doors, extra stewards, one-way flow of people through the market and the use of people counters. It was suggested that the ideal day to hold these markets are on a Friday but the usual problem of the fish van and the vegetable/fruit trader encroaching onto the ramp was discussed. Mairead Phipps said that Tuesday was a good alternative as it would tie in with The Elizabethan Market. Ben Piper asked Ben Cattrall to email Honey Foskett of South Hams to enquire about ramp access and right of visibility to the Hall. The Clerk has made the decision to postpone restarting the Artisan Market until the Civic Hall is fully operational and the office is fully staffed.

4. **Proposal from Paul Liengard of NDP re Mid-Summer Arts Trail**

Paul Liengard joined the meeting to explain his proposal to run a 'Mid-Summer Dream enabling the arts in Totnes' on the 15th August 2020. Paul explained that he intends to run Totnes themed installations rather than events. These would be set up in the churchyard, in front of the Guildhall, Leechwell, Leechwell gardens and Rotherfold. The theme would be based on storytelling. Ben Cattrall suggested that a movie could be created respectively to showcase the overall event and what can be achieved during these uncertain times. Paul will liaise with Ben Cattrall to discuss stewarding and to seek advice on risk assessments. A recommendation was made that a small grant of £250.00 would be donated to this event to help with minor expenditures such as planning applications to South Hams. Catherine Marlton pointed out that permission will need to be sought from Councillors for an installation to be set up in front of the Guildhall.

A RECOMMENDATION to be made to Full Council that we endorse and support this proposal and approve the small grant of £250.00 to Mr Liengard. Also, that Councillors support the staging of an exhibit/installation outside the Guildhall (subject to insurer's approval).

5. **Open-air cinema? [To discuss laser light show at Totnes Castle similar to event at Torquay last November. Event run by Eyeview ?**

Ben Cattrall told the meeting that he had costed an open air cinema event to take place in either the Heath or Heathway carparks and that to cover costs and to make this event financially viable we would need to charge £37.00 per car as both these carparks are quite small. It was suggested that this event could take place in Borough Park instead and that it could be themed as a 'rug and picnic' event. Ben Cattrall told the group that the licencing companies have increased their costs substantially and that he will get in touch with them to confirm costs.

A RECOMMENDATION that the Councillors support an open-air cinema to be held in Totnes, subject to further discussion on costs and logistics at a future Arts Working Group.

6. **Christmas Festival Nights Market – update**

The Clerk gave an update on The Christmas Festival Nights. Honey Fosket informed the Clerk that South Hams intend to run the late night shopping in the Market Square on the four Tuesdays in December themselves and requested that the Town Council run the street event. It was proposed TTC decline the offer to run the street markets on the grounds of public safety due to the large numbers of people expected to attend and the fact that a spike in Covid-19 is expected in November/December. Ben Cattrall pointed out that SAG would probably not approve the street event on safety grounds.

A RECOMMENDATION be made to Full Council that South Hams be informed that after careful consideration Totnes Town Council have taken the decision not to hold the Christmas Festival Nights on the four Tuesday evenings in December. The Town Council will instead arrange low key events to support late night shopping on the three Thursdays in December. These evenings

will be focused around allowing a free space for local musicians, buskers, several food and drink traders and open spaces for seating and limited road closures.

7. To discuss proposed 2020 Christmas Events

Ben Cattrall suggested that the Town Council hold alternative Christmas events on the three Thursdays in December. This would involve closing the road from 4pm to 8pm, renting the Market Square from South Hams and inviting 2/3 traders to set up in the street adjoining the Square with stalls selling mulled wine, hot food etc. There would be low key entertainment in the Market Square comprising of local artists and buskers, invite Sound Art Radio and a roving Santa Claus. Each week different traders would be invited.

Cllr. Piper asked Ben Cattrall to write a proposal to put to Full Council in September, including costings.

8. Lantern Festival

Cllr. Piper informed the group that the Lantern Festival will not take place this year. It was suggested that maybe there could be a personal lantern festival whereby residents and shops hang out their own lanterns. Cllr. Allford said that this could be incorporated into the Window Wonderland event that she is organising in Bridgetown and could be extended into the town. Cllr. Piper asked that this item to be put onto the next Arts Working Group meeting agenda.

9. Christmas Lights Switch On

This event cannot be held in a similar way as it has been held over the past couple of years. Instead it was suggested that we hold a virtual Christmas Light Switch On. Ben Cattrall suggested that each shop be give a different colour so that when the lights are turned on it would look like a rainbow. Cllr. Matthews asked if we could incorporate the Lights Switch On with a silent event to commemorate death, sadness and heartache which people have endured over the past months. The Chair suggested that maybe Halloween or Solstice would be a more appropriate time. **This item to be put onto next Arts Working Group agenda.**

10. To discuss illuminated signage over the Ramp entrance of the Civic Hall and appropriate wording. [Suggestions being 'Welcome', 'Event Today', 'Open Today' etc].

Ben Cattrall to email all members of the group the design of the illuminated sign that is proposed to be put over the ramp entrance of the Civic Hall and request feedback on suggested wording of the sign. Ben Cattrall to source prices for individual letters so that the sign may be used for different events.

This item to be put on the next Arts Working Group meeting agenda.

11. To discuss placing an animal sculpture on the Civic Hall roof, Totnes safari style!

Malcolm Curley creates the animal safari around town and it has been suggested that he makes an animal which will be placed on the ramp entrance of the Civic Hall. Suggestions ranged between a Pegasus, a unicorn and a House Martin.

A RECOMMENDATION be made to Full Council that the Council commission a mythical beast/bird and the decision on what animal is to be decided on popularity, and to determine if there are any associated costs for such a sculpture.

12. Fundraising opportunities for arts events and equipment for community use.

It was suggested that this was a good time to spend the Arts Working Group budget on resources for the Civic Hall, ie. staging, speakers etc as there will be available funds due to the fact that there may not be many events taking place this year.

Cllr. Piper asked Ben Cattrall to put a kit list together and that he fully supported the idea of moveable resources in the Civic Hall.

This item to be put on the next Arts Working Group agenda.

Proposed date of next meeting Thursday 3rd September at 1pm

It was agreed that the next Arts Working Group meeting will take place on Thursday 3rd September at 1pm.



DRAFT MINUTES FOR THE PLANNING COMMITTEE

MONDAY 27TH JULY 2020 - HELD REMOTELY USING ZOOM

Present: Councillors G Allen (Chair), J Hodgson, C Luker and P Paine (joined the meeting at 10.45am)

Apologies: Councillors S Collinson, R Hendriksen and V Trow.

In Attendance: S Halliday (Committee and Cemetery Administrator).

- 1. To receive apologies and to confirm that any absence has the approval of the Council.**

It was resolved to accept the apologies.

PUBLIC QUESTION TIME

There were no members of the public present.

The Committee reconvened.

- 2. To update on any matters arising from the minutes of 16th March 2020.**

The minutes of the meeting have been agreed by Full Council on 14th April 2020. There were no matters arising.

- 3. To make recommendations on the following planning applications:**

Note: Cllr Hodgson observes and does not vote on any applications which would potentially be discussed at a Development Management Committee meeting at SHDC.

3a) 1668/20/FUL – Application for single dwelling with undercroft parking space. Montgo, Maudlin Road, Totnes, TQ9 5TG.

Object for the following reasons:

- Overdevelopment of the site.
- Loss of privacy to neighbouring properties from the decked area.
- Concerns over access to the site from construction vehicles and traffic.

- Concerns about the stability of the ground at this site. The Committee would request that Building Control advises on suitable robust conditions to make the site safe.
- Drainage requirements need to be considered carefully given the historic issues of land slippages on this road.

3b) 2058/20/FUL – Proposed installation of boxed awning and installation of 2no. fanlights to existing windows. 2 Rotherfold, Totnes, TQ9 5ST.

Support.

3c) 2133/20/OPA – Outline application with some matters reserved for new dwelling in garden of existing dwelling. 2 Dorsley Cottages, Harberton, TQ9 6DL (Totnes Town Council has been invited to comment as a neighbouring Council).

Object for the following reasons:

- The Committee has concerns about ribbon development along the Plymouth Road and the loss of the 'green gap' between Totnes and Harberton, which is a policy set out in the draft Totnes Neighbourhood Plan.
- Access issues from the property onto an already busy and dangerous road junction.
- The Committee has concerns that there are discrepancies in the data provided – for example, accident statistics only go up to 2018 and it is believed that there has been a recent fatality at this junction since then; and the pedestrian access suggested is not via a public right of way but through the consent of existing neighbouring properties.

4. To consider a response to the pre-consultation circulation of the Dartington Neighbourhood Plan, specifically Policy 5 about development in the green gap between Dartington and Totnes.

To **RECOMMEND** to Full Council that:

Totnes Town Council welcomes the opportunity to comment on the pre-Regulation 14 consultation on the draft Dartington Neighbourhood Plan. We support Policy 8 'Safeguarding Dark Skies' and in part the criteria set out in Policy 5 'Development in the Green Gap between Dartington and Totnes'. Totnes Town Council would wish to see the inclusion of the following in Policy 5:

- Consideration of Air Quality – any further development should not exacerbate the air quality on the A385 (see the South Hams District Council Air Quality Action Plan for more details). The Council would also wish to see provision for the monitoring of air quality along this road given the occupation of recent housing developments, and regular traffic measurement surveys to assist in road management and public transport considerations.
- Preserving the views of the green gaps as seen from neighbouring parishes.

- Maintaining the wildlife corridor along the River Dart and in particular helping to facilitate the flyways of the endangered Greater Horseshoe bat population.
- Considering the infrastructure impacts on Totnes as the neighbouring town of any new development, in terms of roads and vehicular traffic, schools, and medical provision.
- Meadowside – reference to this as an employment site, but not another industrial site (these activities should be concentrated within existing facilities).

5. To note the date of the next meeting of the Town Matters Committee – Monday 21st September 2020 at 10.00am.

Noted.

Sara Halliday

Committee and Cemetery Administrator

