

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

**THURSDAY 30th JULY 2020 HELD REMOTELY USING ZOOM**

## Present: Councillors J Hodgson (Chair), P Paine, M Adams, E Price, C Allford, D Matthews, G Allen, C Luker, B Piper, S Collinson, A Galvin, L Webberley and P Allford.

## Apologies: Councillors V Trow, R Hendriksen and S Skinner.

## In Attendance: C Marlton (Town Clerk) and 5 members of the public.

### **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.**

Apologies from Cllrs Trow, Skinner & Hendriksen. Also Cllr Paine is having connection problems.

Cllr C Allford declared a non-pecuniary interest in agenda item 6.

Cllr Collinson declared a personal interest in agenda item 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.**

It was proposed that the proposal at the last Full Council meeting be modified to include the following: Subject to the following conditions on Kingsbridge Hill, no through road, access only sign at the bottom, removable bollards installed at the top and the speed limit is 20 mph all the way up. Also a no right turn into Collins Road. The Town Council would also like to consider a permanent installation of the above coupled with a pedestrian crossing across the Lamb.

The amended proposal overall as follows:

It was **RESOLVED** to ask DCC to investigate a temporary measure to reduce the high volume of traffic moving through the town during this pandemic. This is to specifically look at instigating a no right turn onto Plymouth Road (with the exceptions of buses, taxis, bicycles and emergency vehicles) in conjunction with an obligatory left turn down The Lamb, as part of the COVID emergency safety response, subject to the following:

1. For Kingsbridge Hill - 20mph limit all the way up, no through road status and no access signage, retractable bollards at the top, no right turn into Collins Road.
2. That consideration is given for a permanent change for Kingsbridge Hill, subject to the details above and in conjunction with installation of a pedestrian crossing at the Lamb.

Cllr Hodgson suggested that no further decisions are made on any additional road closures or changes to the road closures until an independent survey has been carried out. Cllr Collinson suggested that monitoring of traffic on the High St should be carried out to provide data alongside the independent survey, particularly at known busy times.

2a) The Clerk suggested the plan for the location of all planters and troughs is sent to DCC for approval. The Council could then decide on which ones to go ahead with.

It was **RESOLVED** to approve the amended locations.

2b) DCC advised that this will take some time. The proposed budget allocation is £35000 from the Public Realm budget.

The agreed Public Realm budget is currently £143747 and the Clerk recommended rounding this up to £150000 in order to allow for the independent survey to be carried out for the road closure and any other costs.

It was **RESOLVED** to approve the proposal. Budget below.

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| **AMENDED Public Realm 2021 AGREED 30TH JULY 2020** |  |
| Collapark investment | 10000 |
| Market Square - ramp improvements | 35000 |
| TMO vehicle, EV point and equipment | 20000 |
| Tidy Totnes | 1000 |
| Planters/Police intervention Access only | 20000 |
| Consultation and Design Work Wayfinding | 10000 |
| Fore Street Signage | 10000 |
| Fore Street Imprint | 35000 |
| DCC AND SHDC CONTRIBUTION | -10500 |
| Professional survey of views/CONTINGENCY | 6252 |
| Signage already implemented | 1900 |
| Road Closure Costs to 12th September | 8820 |
| Road Closure paint etc | 23 |
| Banner Installation | 285 |
| Bob the Bus on Saturdays | 720 |
| Wildflower planting | 500 |
| Wildlife trails cemetery/longmarsh etc | 1000 |
| **SUB TOTAL** | **150000** |

2c & 2e) The Clerk gave an explanation of the issue and why this needs to be included as the first phase of the signage work. Cllr Luker asked for a sign on the bridge side of the roundabout next to the Waterside Bistro to direct traffic away from the High St. Cllr Collinson asked for a sign on Bridgetown Hill saying the High Street is access only, signage by the King William pub saying caution pedestrians, and graphics on the signage at the bottom of Fore Street. Cllr Piper suggested using AA signs as a temporary measure until the permanent ones are sourced as the signs are needed urgently. Cllr Adams suggested an illuminated sign on Bridgetown Hill. The Clerk cautioned against having signage that deters people from coming into the town. Cllr Allen suggested some comment on the signage to ignore satnav directions. Signage indicating the location and capacity of carparks was discussed.

It was **AGREED** that the Clerk should brief the consultants based on these proposals.

2d) The Clerk advised that 20 mph is the minimum legally enforceable speed limit for a VAS so that would be the trigger point for the sign to light up. They can display various messages. Cllr Luker suggested these signs should be considered for other locations as well. St Katherine’s Way was suggested as a location. Cllr Luker advised that radar activated signs cost £2900 + installation. It was **AGREED** the Clerk will make further investigations on the signs and best locations. The option for the installation of cameras will also be investigated.

### **ARTS WORKING GROUP**

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

**3a) Decision on the Christmas nights.**

**3b) Funding towards a community arts event.**

**3c) New late night shopping community 'Christmas in Totnes' events.**

3a) Recommendation to Full Council from the Arts Working Group: 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.

The recommendation was amended to include the requirement that priority will be given to local traders from a 10 mile radius and arrangements will to subject to the COVID guidance at the time of the event.

It was **RESOLVED** to approve the recommendation.

3b) Recommendation to Full Council from the Arts Working Group: that we endorse and support this proposal and approve the small grant of £250.00 to Mr Liengaard. Also, that Councillors support the staging of an exhibit/installation outside the Guildhall (subject to insurer’s approval).

It was **RESOLVED** to approve the recommendation.

3c) Covered in 3a above.

### **NEW WORKING GROUP**

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

Cllr Luker suggested a decision on this should be made as part of the strategy setting meeting planned for the 3rd September when the number of working groups and committees is going to be discussed.

There was a discussion around the need for this group to be set up sooner than the 3rd September.

It was **RESOLVED** to approve the creation of a Public Assets Working Group immediately.

It was agreed that the general remit of the group will be to look at the heritage, public assets, built environment and open spaces in terms of safeguarding them.

Membership of the group will be agreed at the first meeting to which any Councillor who wishes to attend can join.

A date will be arranged for the first meeting in early September.

### **PLANNING COMMITTEE**

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

Item 4 - It was **RESOLVED** to approve the recommendation.

Cllr Allen advised that there will soon be news coming out from central government which could have a significant impact in Totnes and relates to permitted developments and allowing empty commercial buildings to be converted to residential properties without the need for planning permission. She will send out the information to all Councillors when it is available.

*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.*

### **LEGAL MATTER**

**To update on a legal matter.**

The Clerk was asked to report to the Mayor and Chairs until September Full Council. It was **RESOLVED** to give the Mayor and Chairs group delegated authority to instruct the solicitor as required.

### **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.**

Noted.

Jacqi Hodgson

Mayor