



AGENDA FOR THE MEETING OF TOTNES TOWN COUNCIL

MONDAY 1ST MARCH 2021 – HELD REMOTELY USING ZOOM

MEETING LINK: <https://zoom.us/j/98056548723>

MEETING ID: 980 5654 8723

PASSWORD: Not required.

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

**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 1st March 2021 at 6.30pm** for the purpose of transacting the following business:

Welcome to everyone attending and observing the meeting.

To be said prior to the public session 30 minutes before Full Council:

Welcome to everyone attending and observing the meeting.

A reminder that open proceedings of this meeting will be video recorded on Zoom and live streamed on social media. If members of the public make presentations, 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. If a member of the public wishes not to be recorded they are able to turn their video off or watch the meeting via the Town Council Facebook page.

Please note that members of the public are usually allocated 3 minutes each for raising issues, particularly when time is limited and attendance is high. Questions asked of Councillors and the staff may not be answered immediately but please contact the Town Clerk following the meeting to confirm your queries and ensure matters are taken to the appropriate Councillor/Working Group.

1. WELCOME TO ALL ATTENDING AND OBSERVING

A reminder that open proceedings of this meeting will be video recorded on Zoom and live streamed on social media. If members of the public make presentations, 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. If a member of the public wishes not to be recorded they are able to turn their video off or watch the meeting via the Town Council Facebook page.

Can members of the public please note that given the current climate Councillors and staff are adapting to remote and mainly paperless working and therefore you may see use of mobile phones and other devices for reference to the agenda and associated papers.

As Council meetings are not permitted to be held in a location where alcohol is served, we ask that all attendees refrain from consuming alcohol directly prior or during the meeting as per our Code of Conduct.

This meeting is limited to 2 hours and therefore members are asked to raise their points succinctly and not repeat the same view expressed by colleagues if it does not add to the debate.

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.

The Committee will adjourn for the following items:

Reports from County and District Councillors.

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

The Council will convene to consider the following items:

3. CONFIRMATION OF MINUTES

To approve and sign the minutes of the following Meeting:

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

- a. Full Council 28th January 2021 – document enclosed.
- b. Full Council 1st February 2021 – document enclosed.

To note the following minutes:

- c. Council Matters 8th February 2021 – document enclosed.
- d. Planning Committee 15th February 2021 – document enclosed.
- e. Town Matters Committee 22nd February 2021 – document enclosed.

4. CONSIDERATION OF ANY MATTERS ARISING REQUIRING A DECISION

To consider any matters arising from the Minutes and to approve any recommendations from Committees (document enclosed):

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

- a. Full Council 28th January 2021.
- b. Full Council 1st February 2021.
- c. Council Matters 8th February 2021.
- d. Planning Committee 15th February 2021.
- e. Town Matters Committee 22nd February 2021.

5. ROAD CLOSURE

To consider road closures of Upper Fore Street, High Street and the Narrows on a Saturday morning from 9am until 1pm from the end of lockdown until social distancing guidelines are no longer in place. No document.

6. LIST OF MEETING DATES

To note a list of upcoming meeting dates. Document enclosed.

7. NEXT MEETING

To note the next meeting date of Monday 12th April 2021, 6.30pm public session, 7.00pm formal meeting.

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.

8. CONFIDENTIAL ITEMS FROM COMMITTEE (Standing Item)

To consider any recommendations or matters arising that are considered confidential in nature. No documents.

9. LEGAL MATTER

To consider the Totnes Museum lease. Document enclosed.

Agenda produced by:

Catherine Marlton

Town Clerk

24th February 2021

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.

ITEM 2b – DISTRICT COUNCILLOR BIRCH REPORT

John Birch
SHDC Member for Totnes
Report for Totnes Town Council
meeting to be held on Monday 1 March 2021

Funds for Climate Change and Recovery

At the South Hams District Council meeting held on 11 February 2021 the Opposition's proposal to allocate £500,000 to a district-wide recovery programme was approved. Opposition councillors had been calling for monies to be used for recovery measures needed as a result of the Covid-19 pandemic so as to benefit local businesses and the community.

In addition to the £500,000 recovery monies the Opposition's proposal for an additional £200,000 to be allocated to Climate Change and Biodiversity emergency measures was also approved. This is in addition to the £400,000 Climate Change emergency monies secured during last year's budget round.

At the early stages of the budget setting process I, along with the support of Opposition councillors, put forward the £500,000 proposal to provide the necessary finances for implementing the council's recovery plan as nothing had been included.

The council had previously approved a recovery plan and yet had not set any monies aside to get the plans off the ground. My proposal was put forward to not only enable the plan to be implemented but to show the council was serious in its intentions to help local businesses and the community. The money is now available to meet this challenge.

As to the additional £200,000 for emergency climate change measure I took the view that the council needed to show its commitment in implementing its climate emergency measures by allocating further funds for addressing this issue.

The bulk of the £700,000 is to be drawn from the council's healthy reserves and as such this expenditure has no impact of the level of council tax. I would rather see this money spent for the benefit of the community than languish in the reserves.

Questions to JLP Partnership Board

I submitted the following three questions to be dealt with at the JLP Partnership Board AGM to held on Thursday 25 February 2021. The questions were compiled following discussions with the Council's Planning Committee.

QUESTIONS

Q1 – As a matter of urgency, what steps can be taken to ensure that full weight is given to JLP policies on air quality and to the serious air quality problem that persists in the Totnes AQMA when considering any future planning applications for developments in Totnes – whether in the JLP or out – that risk aggravating traffic congestion and dangerous levels of air pollution in Totnes?

The Totnes AQMA is the only one in Devon not to have seen any improvement in air quality since it was first delegated in 2009 (11 years ago), and air pollution continually breaches legal levels. To our knowledge, none of the recent planning decisions in respect of recent developments in Totnes have given full weight to the following JLP policies:

SP6

3. Ensuring that all development, singularly or cumulatively, will not negatively impact on the ability of the relevant authorities to improve air quality within the A385 AQMA.
4. Working with relevant authorities to look for appropriate solutions to manage traffic flow in and around the town.
5. Ensuring appropriate infrastructure is delivered alongside new development.

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6. An appropriate strategy to mitigate for any impact on the A385 Air Quality Management Area.

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6. An appropriate strategy to mitigate for any impact on the A385 Air Quality Management Area.

Recent research has highlighted just how very dangerous air pollution is to human health, especially to children, the elderly and people with long-term heart and lung conditions. The UK's air pollution crisis has been declared a health emergency by NHS Chief, Sir Simon Stevens, and is now known to be uniquely damaging to children's lung and brain development. There are several schools situated along the A385 corridor through Totnes and Dartington, and many children walk to and from school along some of the most polluted sections of the A385. Based on the average residential car use reported in the National Travel Survey, it is estimated that the 1,000+ new dwellings recently built in Totnes will have added as many as 6 million local car journeys per year to an area already known to have a serious traffic and air pollution problem that is directly damaging to children's health.

Q2 - Will full attention be given to the cumulative impacts on air pollution in the Totnes AQMA because of extensive new and planned developments further along the A385 towards Paignton, the A380 to Brixham and along the A381 to Newton Abbott? The position of Totnes as the only main road crossing over the Dart and the main route from Torbay to Plymouth means that increased traffic from these proposed new developments will inevitably funnel through the Totnes and directly exacerbate the already unsustainable pollution and congestion problem in the Totnes AQMA. Will SHDC/JLP explore with neighbouring district councils how they will ensure, jointly, that no new developments in Torbay and Teignbridge will negatively impact on congestion in Totnes and the ability of the relevant authorities to improve air quality within the A385 AQMA?

Q3 - With several further substantial developments planned for Totnes what measures or steps will be taken to ensure that the impact of these developments and those in Dartington and other surrounding parishes is mitigated fully by improvements to the infrastructure and in particular the health services?

I will report back on the answers.

Baltic Wharf Section 106 Agreement

The Baltic Wharf development company, TQ9, entered into a S106 agreement with DCC which provided funding for “Transport Works” and a “Totnes Travel Plan”. The sums in respect of Phase 1 were £90,000 and £60,000 respectively and making a total of £150,000. The allocation of this sum was agreed following meetings between representatives of TQ9, Devon County Council, South Hams District Council and county and district councillors. The agreed allocation was as follows:

- Bob the Bus £27,000
- Baltic Wharf Car Club, bike storage and electric bike scheme £34,000
- Electrical Vehicle charge point contribution £30,000
- Totnes Green Transport plan coordinator and Green travel measures paid to Totnes Town Council £59,000

In a review of the S106 agreement I discovered that the sum of £150,000 was the subject of an indexation formula to cover increased costs incurred since 2012. I took this matter up Devon County Council who agreed that the formula should be applied and that a further sum of £70,312 should be paid by TQ9 under the S106 agreement to cover increased costs. This sum will require allocation in a similar manner as adopted previously.

Cllr John Birch
SHDC Member for Totnes
23 February 2021

ITEM 2d – DISTRICT COUNCILLOR SWEETT REPORT

District Council report for Totnes Town Council 1st March
Cllr Joanna Sweett

I was unable to join the last SHDC Full Council or the Waste/Recycling briefing due to bereavement hence the copy and paste nature of part of the report.

Full Council actions re Budget, and Business grants. –
(I still believe it will be after this summer that business recovery needs will become fully apparent.) Ideas and initiatives/requests from the various business sector groups will begin to come forward and the support needs and changes that the councils can assist with can be. There is 20K from the ARG (additional restriction grant) transferred to the recovery plans. The consequences of Brexit on the local economy are also yet unclear and I believe will unfold over the year. Businesses will be looking at central government policy and next weeks budget for practical help with recovery, e.g. rates relief, vat concessions ,further grants etc, businesses may then more fully understand the conditions they will be operating under and can understand more what local assistance and promotions will work. Recovery discussions and actions will continue to progress at SHDC.

Report Title	Decision / Action
Revenue Budget Proposals 2021/22	<p>RESOLVED</p> <ol style="list-style-type: none"> 1. That Council Tax is increased by £5 (which equates to a Band D council tax of £175.42 for 2021/22, an increase of £5 per year or 10 pence per week. This is a 2.93% increase). This equates to a Council Tax Requirement of £6,718,291; 2. That the financial pressures in Appendix B of £696,761 be agreed; 3. That the net contributions to/(from) Earmarked Reserves of £414,600 as shown in Appendix D, including the proposed use of £746,000 of New Homes Bonus funding to fund the 2021/22 Revenue Budget be agreed; 4. That the savings of £122,191 as shown in Appendix A be agreed; 5. That Partnership funding levels set out in Section 5 of the Executive report of 28 January 2021, including a £10,000 contribution to the CVS in 2021/22 and 2022/23 be agreed; 6. That the allocation of £500,000* for funding for the Recovery and Renewal Plan and a further £200,000* funding for the Climate Change Action Plan be approved, to be funded by: <ol style="list-style-type: none"> a. withdrawing the contribution to the Planning Earmarked Reserve in 2021-22 of £50,000; b. utilising £200,000 of New Homes Bonus funding from 2021-22 (instead of using £200,000 of New Homes Bonus funding for the 2021-22 Capital Programme); c. using £450,000 of funding from the Business Rates Retention Earmarked Reserve

	<p>(*This funding is to be put into an Earmarked Reserve for the purpose stated)</p> <p>7. That an amount of £380,789 (the fifth tranche of COVID funding as set out in 11.2 and 1.9 of the Executive report of 28 January 2021), is approved to be transferred into a COVID Earmarked Reserve, to protect against future COVID losses in 2021/22.</p> <p>8. That the Council should set its total net expenditure for 2021/22 as shown in Appendix B as £9,676,767.</p> <p>9. That the minimum level of the Unearmarked Revenue Reserve is maintained at £1.5million.</p> <p>10. That the level of reserves as set out within this report and the assessment of their adequacy and the robustness of budget estimates are noted. This is a requirement of Part 2 of the Local Government Act 2003.</p>
Capital Budget Proposals 2021/22	<p>RESOLVED</p> <p>1 That the Capital Programme for 2021/22, which totals £2,380,000 (Appendix A) be approved;</p> <p>2 That the financing of the 2021/22 Capital Programme of £2,380,000 be approved from the funding sources set out in Section 4.</p>
Business Grants	<p>RESOLVED</p> <p>1. That the Local Restrictions Support Grant (LRSNG) (Closed) Addendum & the Closed Business Lockdown Payment (CBLP) Scheme details set out within the report be noted.</p> <p>2. That changes made to the operation of the Additional Restrictions Grant (ARG) and LRSNG (Open) under the scheme of delegation be noted.</p> <p>3. That a further £500,000 (20%) be allocated under the ARG scheme towards strategic economic recovery projects and priorities.</p> <p>4. That ARG funding not issued by 31st December 2021 in the form of direct business grants will be retained in a business support earmarked reserve for sustained economic support activities.</p> <p>5. That authority be delegated to the Director for Place and Enterprise in consultation with Leader, Portfolio Holder for Finance and the S151 Officer to approve subsequent grant policies should we move back into local restrictions.</p>
Enhancing the Decision-Making Process	<p>RESOLVED</p> <p>1. That the Council supports the overarching aims and principles as set out in Section 4, with any consequential amendments being made to the Council's Constitution;</p> <p>2. Request that a further report be presented to the next Council meeting, to be held on 25 March 2021, that focuses on proposed revisions to:</p> <p>a. the frequency and timing of meetings (Sections 4.8- 4.11 refer);</p> <p>b. The Public Participation Schemes at formal Member Meetings, including the introduction of a Scheme at Full Council meetings (Section 4.14 refers);and</p>

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| <ul style="list-style-type: none"> c. The role and purpose of Working Groups, and Task and Finish Groups (Section 4.16 refers); d. Consideration being given to publishing the draft minutes of Full Council meetings within a week of the meeting. <p>3. Instruct officers to continue to consult with Members prior to the next Council meeting on 25 March 2021; and</p> <p>4. Instruct officers to draft the Calendar of Meetings for 2021/22 with the provision for Overview and Scrutiny Panel meetings to take place two weeks after an Executive meeting, and provision for six scheduled meetings of Council per Municipal Year.</p> |
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Waste and Recycling Collections- The long awaited and vastly improved recycling, food waste and garden waste are on track to begin rolling out through the South Hams through March-May. Glass, batteries, more plastics including trays will be included. The round changes seem to have really improved and complaint's and missed collections thankfully diminishing. I can send further information and slides on request. I would like to see an extension of recycling collection into the public realm and am also requesting improved dog waste signage through town and key dogwalking sites.

Skatepark and BP- Great to hear support for the planning application. I am of course very sad to lose trees though the benefits to this are, the trees may well decline due to root damage. Including the removal of four trees in the plans at this point ensures the planting of 26 large trees mainly in Borough park pending PP., the current horse chestnuts cause a lot of leaf and fruit drop onto the ramps particularly in Autumn making them slippery and difficult to skate., The police are happy to have a clearer visual through into the Park area at this location to help in reduction of ABS. Regarding lighting. This was something TTC and DCILs, skaters etc had requested and TC funding was initially for this aspect. I will discuss with the Clerk (prior to this meeting), need for lighting should come from the skaters and park users. Anything in the future would need to be bat friendly. I have long had a vision to expend outdoor exercise equipment into further locations around Totnes and Bridgetown and to improve the offer of equipment (with a focus on girls?) and space for youth/teens. The skatepark group has long expressed the need for vastly improved entrances from the station side. I.e. some landscaping, town information acknowledging this is a main entrance to the top. I ensured some S106 money eared for this further project and both the police and SHDC acknowledge a need for teen safe, outdoor hang out space. I will be great to meet soon with TC young people and outdoor spaces links to discuss TC initiatives for our youth and how SHDC can assist to implement. SHs officers are increasing negotiations with the Rugby club regarding the lease. I have offered locality funding to the Rugby club for their CCTV installations and we are all hoping for a reduction in ASB in the park area.

Chicken Run Improvements- Also Progressing slowly but surely. One Sycamore will need to be removed due to lean age over the path and branch removal of a willow and Oak. There will be three 6-8ft trees planted in replacement. We have one large, dead tree in the Top Park and a couple more locations in the Chicken run which if I can find funding we can take advantage I hope of the services and 3 years maintenance schedule of the CIC that SHDC are currently using for planting.

Churchill- Anticipating the new applications and responses to appeal and pending meetings.

Acorn and Baltic Warf- I met with the Acorn rep on 24th Feb. I attended alone so I recorded by phone the meeting. He seemed very keen to engage with a wide section of the community, listen to ideas and to run an online public consultation prior to pre app stage with the hope of submitting plans in September. The general vibe at this point was moving away from the Care home plan (I said I do not know what the current need is for specialised beds at this time and this info the Surgeries would have.) and a reduction in size of the boat yard as it is not currently used to capacity. He expressed a passion for creating a “funky “ public realm space with an offer of café outlets, retail, workshop spaces in the form of transformed container units and used Bristol initiatives as an example, I can send links. Office, workshop units were mentioned in the discussions and that these could possibly be mobile units and included in each phase of the residential construction and could be more permanently situated as needed. I expressed a need for realm to support needs of local young people, affordable housing, family and local single person housing and employment opportunity, the recreational and educational potential of the river (how this had really increased during lockdown)and possible educational, environmental partnerships, need for a balance between a tourist and local persons offer and access possible by boat to improve connection to Bridgetown. Housing would increase if care home was not included though the heavy construction footprint was not at this stage being planned to extend into or beyond the treeline. Housing is on floodplain so no residential planned for ground floor resulting in minimal of ground floor plus 3 levels. This was an informal meeting and at not point reflected any policies or expressions from SHDC planning committee of wider departments.



DRAFT MINUTES FOR THE MEETING OF TOTNES TOWN COUNCIL

THURSDAY 28th JANUARY 2021 HELD REMOTELY USING ZOOM

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

Apologies: Councillors Paine and Skinner.

In Attendance: C Marlton (Town Clerk), C Bewley (Finance Manager) and members of the public.

1. WELCOME TO ALL ATTENDING AND OBSERVING

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.

Apologies were received from Cllrs Paine and Skinner which were accepted by the Council.

3. RESIGNATION OF DEPUTY MAYOR

To note the resignation of the Deputy Mayor and to appoint a replacement.

The resignation of Cllr Price and the appointment of Cllr Hodgson as Deputy Mayor was noted.

4. CONFIRMATION OF MINUTES

To approve and sign the minutes of the Council Matters Committee held on 18th January 2021.

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

It was **RESOLVED** to approve and sign the Minutes of the Council Matters Committee held on 18th January 2021.

5. BUDGET RATIFICATION AND PRECEPT SETTING

To consider the recommendations from the above Council Matters committee:

a) It is RECOMMENDED to Full Council that the draft budget is agreed subject to the minor amendments suggested by the Clerk during the meeting.

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

b) Subject to the above recommendation it is RECOMMENDED to Full Council that the annual precept figure for 2021/22 be increased by 2% from £535280 to £545986. Because of the lower tax base this year this represents an actual increase of 4.14% for the taxpayer, making an average band D property a change from £3.49 per week (£181.61 per year) to £3.64 per week (£189.13 per year), which is an increase of 15 pence per week or £7.52 per year.

A number of Councillors expressed concerns about increasing the precept at a time when some residents are struggling financially. Councillors raised the importance of messaging and getting the tone of the public statement right around the announcement of this increase so that the Council does not appear to be out of touch with the hardships that many are facing. The use of funds from the Paige Adams Trust was discussed and the Clerk explained how funding from the Trust is incorporated into the draft budget for some capital projects and for costs associated with the running of the Civic Hall.

Following a recorded vote, it was **RESOLVED** to accept the recommendation with 9 votes in favour (Cllrs Allen, Collinson, Hendriksen, Hodgson, Matthews, Piper, Price, Trow and Webberley) and 5 votes against (Cllrs M Adams, C Allford, P Alford, A Galvin and C Luker).

Cllr Adams gave her apologies and left the meeting as she was unwell.

c) It is RECOMMENDED to Full Council that the Traffic and Transport Forum and the Totnes Future Forum terms of reference are aligned (with the exception of the regularity of meetings) and that live streaming/recording of meetings be added. Documents enclosed.

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

d) It is RECOMMENDED that the Standing Orders structure diagram be amended to include the changes outlined in the above Terms of Reference. Please note that the first order of business when each group meets is to ratify the use of these Terms of Reference. Document enclosed.

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

6. ROAD CLOSURE

Further to this item being deferred on 11th January, d. To consider road closures of Upper Fore Street, High Street and the Narrows on a Saturday morning from 9am until 1pm from the end of lockdown until social distancing guidelines are no longer in place. Devon Communities Together survey report enclosed.

The Devon Communities Together Road Survey report was noted.

It was **AGREED** by a majority to defer the decision about any road closures of upper Fore Street, High Street and the Narrows until the March Full Council at the earliest.

7. NEXT MEETING

To note the next meeting date of Monday 1st February 2021, 6.30pm public session, 7.00pm formal meeting.

Noted.

Ben Piper
Mayor



DRAFT MINUTES FOR THE MEETING OF TOTNES TOWN COUNCIL

MONDAY 1ST FEBRUARY 2021 HELD REMOTELY USING ZOOM

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

Apologies: Councillors Paine and Trow.

In Attendance: C Marlton (Town Clerk), District Councillors Birch and Rose, and members of the public.

8. WELCOME TO ALL ATTENDING AND OBSERVING

9. 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 were received from Councillors Paine, Trow and District Councillor Sweett, and were accepted by the Council.

The Committee will adjourn for the following items:

Reports from County and District Councillors.

- e. County Cllr Hodgson**
- f. District Cllr Birch**
- g. District Cllr Rose**
- h. District Cllr Sweett**

*It was **RESOLVED** to suspend standing orders.*

a. County Cllr (C Cllr) Hodgson provided a written report in advance. Cllrs raised questions about air quality and air monitoring methods, and how the reduction in Devon County Council funding for highways will affect the proposed implementation of measures proposed in the South Hams District Council (SHDC) Air Quality Action Plan. Cllr Hodgson reported that the Councillors' emergency phone had not received any calls for some weeks and proposed that the contract was terminated which was agreed, with a reminder to be put on the Council's website and Facebook page of the Council Offices' telephone number.

b. District Cllr (D Cllr) Birch provided a written report in advance. Cllrs asked about the next phase of the Baltic Wharf development and raised concerns about the current standard of build on the properties which appear to require substantial remedial work on the basic fabric of the buildings. Questions were also asked about where the S106 contributions from the development had been spent and the numbers of social/affordable housing which Phase 2 will deliver. D Cllr Birch confirmed that the SHDC Overview and Scrutiny Committee will oversee the projects and spend of funding allocated to the SHDC climate action plan. The use of this funding to improve energy efficiency in housing has been discussed, and Livewest are looking at ensuring that their properties are a minimum of Energy Performance Certificate 3 which should help those facing fuel poverty.

c. No report received. District Cllr (D Cllr) Rose updated on his work and funding of local youth mental health initiatives, which are of particular importance during the pandemic and in identifying preventative health measures post-pandemic. D Cllr Rose explained about the 'Devon Doughnut' regenerative economics model that is being developed and will circulate a link to a webinar this week for interested Councillors to join.

d. District Cllr Sweet had circulated a report by email this afternoon.

The Council reconvened.

10. 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)

- f. Full Council 11th January 2021.
- g. Council Matters 18th January 2021. Already discussed on 28th January Extraordinary Full Council.
- h. Planning Committee 25th January 2021.
- i. Extraordinary Full Council 28th January 2021.

The Clerk explained that in future Committees will approve their minutes as only Committee members can attest as to whether they are an accurate record of discussion, but Full Council will note them and continue to consider any recommendations. The following minutes were considered:

- a. Full Council 11th January 2021. It was **RESOLVED** by all Councillors to approve and sign the Minutes.
- b. Council Matters 18th January 2021. Already discussed on 28th January Extraordinary Full Council.
- c. Planning Committee 25th January 2021. It was **RESOLVED** by Councillors of the Planning Committee to approve and sign the Minutes.
- d. Extraordinary Full Council 28th January 2021. To be considered at the March Full Council.

11. 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 11th January 2021.
- b. Council Matters 18th January 2021 – no document. Already discussed on 28th January Extraordinary Full Council.
- c. Planning Committee 25th January 2021.
- d. Extraordinary Full Council 28th January 2021.

- a. Full Council 11th January 2021. None.
- b. Council Matters 18th January 2021. None.
- c. Planning Committee 25th January 2021.
Item 7 – After votes on the individual assets, it was **RESOLVED** that Totnes Town Council submits three Asset of Community Value applications (ACV) for the following on the KEVICC lower field site: Elmhirst building; Multi-sport pitches; and Playing fields/green spaces.
- d. Extraordinary Full Council 28th January 2021. To be considered at the March Full Council.

12. LIST OF MEETING DATES

To note a list of upcoming meeting dates.

Noted. These updates will come out monthly.

13. REOPENING HIGH STREET FUND

To note the outcome from the application to South Hams District Council for funding to cover the Covid-19 measures.

The Clerk updated that confirmation has been received that in principle the £17,000 spent on enabling Covid-safe shopping (for example road closures, community transport, signage, planters) will be reimbursed by the Government.

14. NEXT MEETING

To note the next meeting date of Monday 1st March 2021, 6.30pm public session, 7.00pm formal meeting. Can Councillors please note that Paige Adams Trust meeting will be held on Thursday 11th February at 6pm.

Noted. The Paige Adams Trust meeting will be held on 11th February and papers will be circulated in advance.

*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.*

15. CONFIDENTIAL ITEMS FROM COMMITTEE (Standing Item)

To consider any recommendations or matters arising that are considered confidential in nature regarding the staffing restructure from the Council Matters Committee.

No matters arising.

16. LEGAL MATTER

To discuss how to proceed with regards to concerns about a local community asset.

It was **RESOLVED** to wait 2 weeks for a response to queries, raised by link councillors to the organisation, before instructing the solicitor to draft a letter as discussed. The Clerk was given delegated authority to send said letter as required.

Ben Piper
Mayor



**DRAFT MINUTES OF THE MEETING OF COUNCIL MATTERS
MONDAY 8TH FEBRUARY 2021 AT 6.30PM – HELD REMOTELY USING
ZOOM**

Present: Councillors E Price (Chair), M Adams, C Allford, C Luker, P Paine, B Piper, V Trow and , J Hodgson (joined the meeting at 7.15pm).

Apologies: None.

In Attendance: Cllrs Collinson and Hendriksen, C Marlton (Town Clerk) and C Bewley (Finance, HR and Lettings Manager).

1. APOLOGIES FOR ABSENCE

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

Apologies were received from Cllr Paine.

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.

There were no members of the public who wished to speak.

The Committee reconvened.

2. CONFIRMATION OF MINUTES

To approve the minutes of 18th January 2021 and update on any matters arising

The minutes were approved as an accurate record of proceedings. There were no matters arising.

3. FUNDING REQUESTS

To consider urgent funding requests from TRAYE (Totnes Rural Area Youth Engagement Project) and Totnes Caring.

Cllr Hodgson declared a personal interest in the TRAYE funding request. The Totnes project involves various outreach with young people over the past 5 years. The funding is requested for opening a youth cafe in Totnes.

To **RECOMMEND** to Full Council that both funding requests are granted, £2,000 for TRAYE and £4010 for Totnes Caring, from S137 funding as per the formal motion and table below:

Council Matters of 8th February 2021 are asked to consider whether the proposals in red, in accordance with its powers under section 137 of the Local Government Act 1972, will be spent in the interests of the area of its inhabitants and will benefit them in a manner commensurate with expenditure. If they do agree they must **RECOMMEND** to Full Council of 1st March 2021 that these allocations be **RESOLVED**.

Name	Amount of grant	Reason
Transition Town Totnes	£5,809	PHASE 1 Support for large Climate Change Lottery Bid
Caring Town/Totnes Caring/Citizens Advice	£25,000	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	£2,000	Support for annual programme of improvements
Bridgetown Alive	£1344	Community Hall improvements
Totnes Caring	£4,010	Covid Response
TRAYE	£2,000	Youth Engagement
TOTAL	£56,524	
Remaining allocation	£360.00	Until the new financial year

4. COMMUNITY GRANT SCHEME

To consider a Community Grant Scheme application process.

To **RECOMMEND** to Full Council that a Community Grant Scheme is administered through a formal application process with two deadlines spaced evenly to allocate the £50000 equally over the two rounds.

5. BUDGET MONITOR

To consider the budget monitor.

The budget monitor and forecast was reviewed and unanimously **AGREED**. There will be an underspend in the current financial year due to a postponement of capital projects.

6. RESERVES POLICY

To consider a draft Reserves Policy.

To **RECOMMEND** to Full Council with the amendment that the reserve has a minimum six months' operational costs.

7. GDPR PRIVACY NOTICE AND POLICY

To consider an updated GDPR (General Data Protection Regulation) Privacy Notice and Privacy Policy.

It was **AGREED** to consider this item under Part 2.

8. PAYMENTS TO COUNCILLORS POLICY

To review the Payments to Councillors Policy.

The policy was reviewed and it was **RECOMMENDED** to Full Council for adoption.

9. CIVIC AND MAYORAL BUDGET POLICY

To review the Civic and Mayoral Budget Policy.

The policy was reviewed and it was **RECOMMENDED** to Full Council for adoption.

10. COUNCILLOR ALLOWANCE POLICY

To note the timeline, eligibility and process for claiming the Councillor allowance.

Noted.

11. SOLAR BENCHES

To note the grant money for solar benches.

Noted. It was **AGREED** that the benches should be purchased and that the Public Realm and Cemetery Working Group should consider potential locations with good sunlight at the meeting in April (The Plains, the Rotherfold, near the Pavilions) before relocating them to the Skatepark when complete.

12. TOTNES COUNCIL WEBSITE

To note the expected live date for the new Totnes Town Council website.

Noted. It is hoped that the website will be live by the end of February.

13. OFFICE MOVE

To note an update on the proposed office move.

Noted. Site meetings have not been possible due to lockdown, surveys are expected and further input is awaited from the architect before a consultant writes the planning application. The proposal and project plan will be taken through the Venues and Public Assets Working Group. The Clerk confirmed that the Town Council is on a repairing lease for the premises so funding from South Hams is not expected.

14. DATE OF NEXT MEETING

To note the date of the next meeting of the Council Matters Committee – Monday 8th March 2021 at 6.30pm.

Noted.

*The Committee will be asked to **RESOLVE** to exclude the press and public “by reason of the confidential nature of the business” to be discussed and in accordance with the Public Bodies (Admission to Meetings) Act 1960. (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)*

7. GDPR PRIVACY NOTICE AND POLICY

To consider an updated GDPR (General Data Protection Regulation) Privacy Notice and Privacy Policy.

This was unanimously **AGREED** and it was **RECOMMENDED** to Full Council for adoption.

15. LEGAL ISSUE

To note an update on an insurance query.

Noted. Councillors **AGREED** with the Clerk’s current course of enquiry.

16. STAFF ATTENDANCE

To note sickness and overtime balances.

Noted.

17. BANK STATEMENTS AND RECONCILIATIONS (Standing Item)

To consider the bank statements and reconciliations.

These were unanimously **AGREED**.

18. STAFF APPOINTMENT

To ratify the appointment of the Town Maintenance Officer.

This was unanimously **AGREED**.

19. STAFFING UPDATE (Standing Item)

For any general or urgent updates that required confidential sharing with Councillors.

Noted.

Catherine Marlton
Town Clerk



DRAFT MINUTES FOR THE PLANNING COMMITTEE

MONDAY 15TH FEBRUARY 2021 - HELD REMOTELY USING ZOOM

Present: Councillors G Allen (Chair), P Allford, S Collinson, R Hendriksen, J Hodgson, C Luker and V Trow.

Apologies: Councillors P Paine.

In Attendance: S Halliday (Governance and Projects Manager).

1. WELCOME AND APOLOGIES FOR ABSENCE

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

Cllr Allen read out a statement about how the meeting would be conducted, recorded and live streamed on social media.

It was resolved to accept the apologies.

The Committee will adjourn for the following items:

PUBLIC QUESTION TIME

There were no members of the public present.

The Committee reconvened.

2. CONFIRMATION OF MINUTES

To update on any matters arising from the minutes of 25th January 2021.

The minutes were approved as an accurate record of proceedings by Committee members at Full Council.

Item 7 – resolved by Full Council. An email has been circulated requesting that Councillors draft the Asset of Community Value application form as they are best placed to understand the community importance of the three facilities. Officers will assist by checking the applications for consistency, sourcing the supporting papers as required, and submitting to South Hams District Council.

3. PLANNING APPLICATIONS

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) 0167/21/FUL – Proposed demolition of part of retail outlet, conversion to ground floor offices & workshop, and creation of 2 x 2 bedroomed flats on first floor, and associated access. Site to the rear of 25 Fore Street, Totnes.

Support. The Planning Committee would request that:

- electric car charging points are installed in the parking spaces and in the garages; and
- that the road surface of Mill Tail is made good following use by works vehicles.

3b) 4281/20/HHO – Householder application for demolition of existing garage and conservatory, raising height of roof and construction of new extensions. Robinswood, Jubilee Road, Totnes, TQ9 5BW.

Cllr Allford declared a personal interest.

Support.

3c) 0267/21/FUL – Replacement of existing skatepark with new, enlarged skatepark.

Borough Park, Borough Park Road, Totnes.

Cllr Hodgson declared a personal interest.

Support. The Planning Committee is delighted to see this application finally come forward.

3d) 4284/20/HHO - Householder application for erection of first floor side extension. 1 Gills Nursery, Totnes, TQ9 5DG.

Cllr Hodgson declared a personal interest.

Support.

3e) 4092/20/FUL and 4093/20/LBC - Listed Building Consent for proposed additional utility buildings comprising two additional poly tunnels, small glass-covered laundry drying area and partially enclosed barn. Bowden House, Totnes, TQ9 7PW.

Cllr Hodgson declared a personal interest.

Support.

3f) 0235/21/FUL and 0236/21/LBC - Listed Building Consent for change of use of ground floor from Class E(c)ii Professional services to Class E(e) Medical services. 8 The Proctors House, High Street, Totnes, TQ9 5RY.

Support.

4. STANDARD OF NEW BUILDINGS

To consider writing to the local MP and others about local concerns about the standards of building in new properties, referencing the South Hams District Council Full Council motion on the adoption of the Healthy Homes principles if approved.

Cllr Hodgson updated on the Healthy Homes motion passed at the Full Council of South Hams District Council last week. It was **AGREED** that Cllr Luker would revise the draft letter to reflect this development (see attached).

To **RECOMMEND** to Full Council that Totnes Town Council writes to South Hams District Council supporting their recent motion on Healthy Homes, raises the Council's concerns about the standard of building in new developments, and that a copy of this letter is sent to the local MP and shadow Minister for Housing.

5. TRAFFIC AND TRANSPORT FORUM

To note the minutes of the Traffic and Transport meeting held on Wednesday 27th January 2021.

Noted.

6. DATE OF NEXT MEETING

To note the date of the next meeting of the Planning Committee – Monday 15th February 2021 at 6.30pm.

Noted.

Sara Halliday
Governance and Projects Manager

Draft letter to about Standard of New Buildings

Dear XX,

We are writing to you as the Planning Committee of Totnes Town Council. Our concerns are about the standard of finish with new houses. We believe that the poor standard of finish is a result of the way in which developers are allowed to employ their own building inspectors. Previously this was a responsibility of the local planning authority.

The problem has been highlighted over the past year in Totnes at a number of local new housing developments. The Baltic Wharf development now sees houses covered in scaffolding and plastic sheeting with the owners being moved out for up to 6 months. All of this being a result of water ingress. At the end of last year another new development at Court Farm saw stone facing falling off the houses due to incorrect fixings. Follaton Oak development has also seen a continuous stream of scaffolding being erected to correct construction faults. This pattern seems to repeat itself with every new housing development.

All of this, to say the least, is extremely inconvenient to the owners hoping to enjoy their new and quite expensive new homes.

It seems that developer profits are taking priority over providing properties fit for purpose. Therefore, we are asking you to take up this matter with the appropriate Minister with a view to reinstating the responsibility of building regulations and standards to local planning authorities.

It would seem that house buyers have less protection than when buying any other goods or service. Consumer protection would enable a complete refund or replacement of a faulty or not fit for purpose item. With houses owners just have to be satisfied with a guarantee, even though that may mean moving out for several months. It does not seem we are building houses for the future, just trying to achieve a numbers target.

We assume that this is a national problem and needs serious urgent attention.

For information we detail below the excellent motion that South Hams District Council approved this month which establishes a number of guidelines to cope with both quality and residents wellbeing for private & social housing.

Yours faithfully,
Totnes Town Council Planning Committee

South Hams District Council motion:

.1. This Council supports the adoption of the Healthy Homes principles and notes:

- *The powerful evidence which demonstrates the link between people's homes and their health, wellbeing and life chances.*
- *That the COVID-19 emergency has reinforced the need for healthy environments which provide space for recreation, children's play and walkable streets.*
- *That well-designed homes that meet all our citizens' needs over their lifetimes can radically reduce costs to NHS and social care budgets.*
- *That people have a basic right to live in environments free from unacceptable pollution.*
- *That homes must be affordable to heat and built to as near zero carbon standards as possible.*
- *That current government policy to deregulate planning is creating thousands of substandard homes through conversion of existing buildings into homes through permitted development.*
- *That this council is determined to create the highest quality places for residents which will be a fitting legacy for future generations.*

2. This Council agrees (or to the extent that the below concern Executive functions, recommends to the Executive) to:

- *Adopt the Healthy Homes Principles so that:*
- *all new homes must be safe in relation to the risk of fire;*
- *all new homes must have, as a minimum, the liveable space required to meet the needs of people over their whole lifetimes, including adequate internal and external storage space;*
- *all main living areas and bedrooms of a new dwelling must have access to natural light;*
- *all new homes and their surroundings must be designed to be inclusive, accessible, and adaptable to suit the needs of all;*
- *all new homes should be built within places that prioritise and provide access to sustainable transport and walkable services, including green infrastructure and play space;*
- *all new homes must secure radical reductions in carbon emissions in line with the provisions of the Climate Change Act 2008;*

- *all new homes must demonstrate how they will be resilient to a changing climate over their full lifetime;*
- *all new homes must be built to design out crime and be secure;*
- *all new homes must be free from unacceptable and intrusive noise and light pollution;*
- *all new homes must not contribute to unsafe or illegal levels of indoor or ambient air pollution and must be built to minimise, and where possible eliminate, the harmful impacts of air pollution on human health and the environment, and;*
- *all new homes must be designed to provide year-round thermal comfort for inhabitants.*
- *Review all policies, processes and procedures to ensure that new homes meet the requirements of the principles. Draw up a list of appropriate suggested changes to any JLP policies in time for when work begins on the JLP first revision, detailing how South Hams, with partner LPAs, envisages delivering on the requirements of these principles.*
- *Review the corporate plan to ensure the healthy homes principles are a priority.*
- *Make the principles an integral part of activity throughout the council, including all decision making on housing and planning in so far as policy will permit.*
- *Investigate ways to ensure that future local plans ensure that all new development is in line with the Healthy Homes Principles at the earliest possible date.*



DRAFT MINUTES FOR THE TOWN MATTERS COMMITTEE

MONDAY 22ND FEBRUARY 2021 – HELD REMOTELY USING ZOOM

Present: Councillors V Trow (Chair), C Allford, P Allford, S Collinson, D Matthews, G Allen (joined at 18.45), P Paine (joined at 18.48) and L Webberley (joined at 18.50).

Apologies: None.

Not Present: Councillors Galvin and Skinner.

In Attendance: Cllr Piper, one member of the public and S Halliday (Governance and Projects Manager).

1. WELCOME AND APOLOGIES FOR ABSENCE

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

No apologies had been received.

The Committee will adjourn for the following items:

PUBLIC QUESTION TIME

Cllr Piper wished to speak in relation to it 4 on the agenda. He had spoken with a young person who may be willing to take photographs to illustrate the stories that come forward as part of the Covid Heroes award.

The Committee reconvened.

2. DEPUTY CHAIR

To elect a Deputy Chair (who will chair in Chair's absence).

Cllr Webberley was unanimously elected as Deputy Chair.

3. CONFIRMATION OF MINUTES

To update on any matters arising from the minutes of 16th November 2020.

The minutes of the meeting have been agreed by Full Council on 14th December 2020.

Item 5 - Resolved by Full Council. A letter was sent to Anthony Mangnall MP on 2nd February 2021 and Totnes Town Council has registered its support for the proposed Bill on the Climate and Ecological Emergency Bill website.

Item 6 – Resolved by Full Council. The Arts Working Group will consider this item at its meeting on Thursday.

Item 7 – Resolved by Full Council. Totnes Town Council has registered with eh Rural Market Towns group of the Rural Services Network.

Item 8 – Resolved by Full Council. The Clerk sent a letter to Anthony Mangnall MP, South Hams District Council and Devon County Council about homelessness and rough sleeping in the town on 2nd February 2021.

Item 13 – the Community Engagement item has been added to the March agenda.

4. COMMUNITY HEROES FOR COVID AWARD

To consider the details, criteria and timeline for the Community Heroes Award announced in January 2021.

It was **AGREED** that further publicity through the Town Council website and Facebook page would be made before the next meeting. It was **AGREED** that a separate meeting of interested Councillors will be arranged to determine some of the practical arrangements for taking forward the awards, with suggestions to return to the March Town Matter Committee.

5. SOUTH HAMS DISTRICT COUNCIL PLAYING PITCH STRATEGY

To consider how to respond to the South Hams District Council Playing Pitch Strategy and the specific questions about the use of Borough Park and longer-term aspirations following the requested meeting with KEVICC.

To **RECOMMEND** to Full Council the following response to the questions posed:

3 Are there any concerns around the quality and/or maintenance of your playing pitches and their associated changing facilities in your town?

The Town Council has concerns about the quality of the playing pitches at KEVICC which have poor drainage leaving them unusable for large parts of the school year, and the changing facilities on site are also poor.

4 Are you aware of any groups in your community which are not catered for by the current provision of playing pitches?

There is no formal playing pitch provision in Bridgetown. The Town Council has concern about the long-term security of the playing field sites that are available locally (for example playing fields at KEVICC, football and cricket pitches in Dartington which could be disposed of).

6 Please list any current aspirations and/or proposals for new or improved grass and/or artificial grass playing pitches in your town and if possible, state the stage reached in planning/funding etc.

None.

7 What other/particular issues within your town would you like the strategy to address and highlight? (e.g. any deficiencies in provision, improvements, cost of maintenance, access to school facilities etc.)

The Town Council would like to see the introduction of a trim trail with static equipment around the perimeter of Borough Park.

6. CLIMATE EMERGENCY WORKING GROUP

To note any update from the Climate Change Working Group on 26th January 2020.

Noted. It was **AGREED** that having minutes from this Working Group would be useful.

7. 2021 CENSUS ARRANGEMENTS

To note the arrangements for the 2021 Census to be conducted on 21st March 2021.

Noted. It was **AGREED** that the census arrangements should be publicised on the Town Council website and Facebook page in mid-March.

8. TOTNES PARTNERSHIP UPDATE

To note a summary of minutes from recent Totnes Partnership meetings.

Noted. It was **AGREED** that the partner organisations should be invited to attend future Town Matters Committees should they wish to give an update on their work.

9. HOMELESSNESS ANF VULNERABLE UPDATE

To note the minutes of the Caring Town Homelessness and Vulnerable People meeting held on 16th December 2020.

Noted.

10. FAIRTRADE UPDATE

To note the minutes of the Totnes Supporting Fairtrade Meeting on 6th January 2021.

Noted.

11. DATE OF NEXT MEETING

To note the date of the next meeting of the Town Matters Committee – Monday 22nd March 2021 at 6.30pm.

Noted.

Sara Halliday

Governance and Projects Manager

ITEM 4 – CONSIDERATION OF ANY MATTERS ARISING REQUIRING A DECISION

Council Matters 8th February 2021

Item 3 Funding Requests - To **RECOMMEND** to Full Council that both funding requests are granted to TRAYE (Totnes Rural Youth Engagement Project) and Totnes Caring.

Item 4 Community Grant Scheme - To **RECOMMEND** to Full Council that a Community Grant Scheme is administered through a formal application process with two deadlines spaced evenly to allocate the £50000 equally over the two rounds.

Item 6 Reserves Policy – To **RECOMMEND** to Full Council that the policy is adopted with the amendment that the reserve has a minimum six months’ operational costs.

Item 7 GDPR Privacy Notice and Policy – To **RECOMMEND** to Full Council that the policies are adopted as drafted.

Item 8 Payments to Councillors Policy – To **RECOMMEND** to Full Council that the policy is adopted as drafted.

Item 9 Civic and Mayoral Budget Policy – To **RECOMMEND** to Full Council that the policy is adopted as drafted.

Planning Committee 15th February 2021

Item 4 Standard of New Buildings - To **RECOMMEND** to Full Council that Totnes Town Council writes to South Hams District Council supporting their recent motion on Healthy Homes, raises the Council’s concerns about the standard of building in new developments, and that a copy of this letter is sent to the local MP and shadow Minister for Housing.

Draft letter:

Dear XX,

We are writing to you as the Planning Committee of Totnes Town Council. Our concerns are about the standard of finish with new houses. We believe that the poor standard of finish is a result of the way in which developers are allowed to employ their own building inspectors. Previously this was a responsibility of the local planning authority.

The problem has been highlighted over the past year in Totnes at a number of local new housing developments. The Baltic Wharf development now sees houses covered in scaffolding and plastic sheeting with the owners being moved out for up to 6 months. All of this being a result of water ingress. At the end of last year another new development at Court Farm saw stone facing falling off the houses due to incorrect fixings. Follaton Oak development has also seen a continuous stream of scaffolding being erected to correct construction faults. This pattern seems to repeat itself with every new housing development.

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- *Review the corporate plan to ensure the healthy homes principles are a priority.*
- *Make the principles an integral part of activity throughout the council, including all decision making on housing and planning in so far as policy will permit.*
- *Investigate ways to ensure that future local plans ensure that all new development is in line with the Healthy Homes Principles at the earliest possible date.*

Town Matters Committee 22nd February 2021

Item 5 SHDC Playing Pitch Strategy - To **RECOMMEND** to Full Council the following response to the questions posed:

3 *Are there any concerns around the quality and/or maintenance of your playing pitches and their associated changing facilities in your town?*

The Town Council has concerns about the quality of the playing pitches at KEVICCC which have poor drainage leaving them unusable for large parts of the school year, and the changing facilities on site are also poor.

4 *Are you aware of any groups in your community which are not catered for by the current provision of playing pitches?*

There is no formal playing pitch provision in Bridgetown. The Town Council has concern about the long-term security of the playing field sites that are available locally (for example playing fields at KEVIIC, football and cricket pitches in Dartington which could be disposed of).

6 *Please list any current aspirations and/or proposals for new or improved grass and/or artificial grass playing pitches in your town and if possible, state the stage reached in planning/funding etc.*

None.

7 *What other/particular issues within your town would you like the strategy to address and highlight? (e.g. any deficiencies in provision, improvements, cost of maintenance, access to school facilities etc.)*

The Town Council would like to see the introduction of a trim trail with static equipment around the perimeter of Borough Park.

ITEM 6 – LIST OF MEETING DATES

Upcoming dates for noting. Councillors are asked to submit any suggested items for discussion well in advance of meetings and use the relevant working group or forum in the first instance.

Venues and Public Assets Working Group – 3rd March at midday

Council Matters - 8th March at 6.30pm

Planning - 15th March at 6.30pm

Town Matters - 22nd March at 6.30pm

Arts Working Group - 25th March at midday

Climate Change Working Group – 30th March at 6.30pm

Traffic and Transport Forum – 31st March at 6.30pm

Full Council – 12th April, public session from 6.30pm, meeting starts 7pm.