



AGENDA FOR THE PLANNING COMMITTEE

MONDAY 15TH MARCH 2021 – HELD REMOTELY USING ZOOM

MEETING LINK: <https://zoom.us/j/96402456513>

MEETING ID: 964 0245 6513 PASSCODE: None

You are hereby **SUMMONED** to attend the **Planning Committee**, which is to be held using remote meeting service Zoom on **Monday 15th March 2021 at 6.30pm** for a maximum of 90 minutes for the purpose of transacting the following business:

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

1. WELCOME AND APOLOGIES FOR ABSENCE

The Chair will read out the following statement:

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.

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 90 minutes 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.

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

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.

The Committee will convene to consider the following items:

2. CONFIRMATION OF MINUTES

To approve the minutes of 15th February 2021 and update on any matters arising. Document attached.

3. PLANNING APPLICATIONS

To make recommendations on the following planning applications:

3a) 3545/20/FUL - READVERTISEMENT (Revised plans received) Application for change of use to form two dwellings. 4 and 4a New Walk, Totnes, TQ9 5HA.

See <http://apps.southhams.gov.uk/PlanningSearchMVC/Home/Details/203545>

3b) 0589/21/FUL – Proposed pergolas. 2 and 2a The Curator Café, The Plains, Totnes, TQ9 5DR. See <http://apps.southhams.gov.uk/PlanningSearchMVC/Home/Details/210589>

3c) 0632/21/LBC – Listed building consent for proposed refurbishment of existing shop with replacement shop fittings. 64 Fore Street, Totnes, TQ9 5RU. See <http://apps.southhams.gov.uk/PlanningSearchMVC/Home/Details/210632>

3d) 0661/21/FUL – Division of premises into two shops, with new signage and change of use from 'Sui generis' to Class E. 3 Mill Lane, Totnes, TQ9 5DE. See <http://apps.southhams.gov.uk/PlanningSearchMVC/Home/Details/210661>

3e) 0350/21/LBC – Listed Building Consent for removal and replacement of existing windows and doors and reroofing of rear extension. 8 Warland, Totnes, TQ9 5EL. See <http://apps.southhams.gov.uk/PlanningSearchMVC/Home/Details/210350>

3f) 0775/21/PHH – Application to determine if prior approval is required for proposed larger home extension, extending 6m beyond rear wall, maximum height of 3.80m and 3m height at eaves. 48 Follaton, Plymouth Road, Totnes, TQ9 5ND. See <http://apps.southhams.gov.uk/PlanningSearchMVC/Home/Details/210775>

3g) 0093/21/HHO - Householder application for alteration of flat roof to hipped roof on existing one storey front extension. 37 Lansdowne Park, Totnes, TQ9 5UW. See <http://apps.southhams.gov.uk/PlanningSearchMVC/Home/Details/210093>

4. TREE PRESERVATION ORDER

To consider the serving of a new Tree Preservation Order no. 1033 on mixed trees at Rainbow View, Parkers Way, Totnes, TQ9 5UF. Document attached.

5. NEIGHBOURHOOD PLAN

To consider a minor wording amendment to a Neighbourhood Plan Policy. Document attached.

6. ELECTRIC VEHICLE SURVEY

To consider a survey by the Traffic and Transport of public attitudes towards Electric Vehicles and e bikes. Document attached.

7. TREE PROTECTION

To consider the requirements for new Tree Preservation Orders on trees in the town. Document attached.

8. TRAFFIC AND TRANSPORT FORUM

To note the minutes of the Traffic and Transport meeting held on Wednesday 24th February 2021. Document attached.

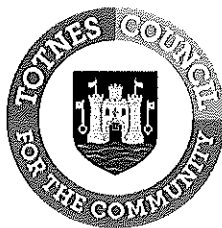
9. DATE OF NEXT MEETING

To note the date of the next meeting of the Planning Committee – **Monday 26th April 2021 at 6.30pm.**

USE OF SOUND RECORDINGS AT COUNCIL & COMMITTEE MEETINGS

The open proceedings of this Meeting will be video recorded. If members of the public make a presentation, 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 Councillor Committee debates are permitted and anyone wishing to do so is asked to inform the Chair of the respective Committee of their intention to record proceedings.



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.

Planning Committee, 15th March 2021

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

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.

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*

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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.*

**TOWN AND COUNTRY PLANNING (TREE PRESERVATION) (ENGLAND) REGULATIONS
2012**

**South Hams District Council
No: 1033 Tree Preservation Order 2021
Site: Rainbow View, Parkers Way, Totnes, TQ9 5UF**

South Hams District Council, in exercise of the powers conferred on them by section 198, of the Town and Country Planning Act 1990 hereby make the following Order

Citation

1. This Order may be cited as South Hams District Council No:1033 Tree Preservation Order 2021

Interpretation

2. (1) In this Order "the authority" means South Hams District Council.
(2) In this Order any reference to a numbered section is a reference to the section so numbered in the Town and Country Planning Act 1990 and any reference to a numbered regulation is a reference to the regulation so numbered in the Town and Country Planning (Tree Preservation) (England) Regulations 2012.

Effect

3. (1) Subject to article 4, this Order takes effect provisionally on the date on which it is made.
(2) Without prejudice to subsection (7) of section 198 (power to make tree preservation Orders) or subsection (1) of section 200 (tree preservation orders: Forestry Commissioners) and, subject to the exceptions in regulation 14, no person shall -

- (a) cut down, top, lop, uproot, wilfully damage or wilfully destroy; or
- (b) cause or permit the cutting down, topping, lopping, uprooting, wilful damage or wilful destruction of,

any tree specified in Schedule 1 to this Order, except with the consent of the authority in accordance with regulations 16 and 17, or of the Secretary of State in accordance with regulation 23, and, where such consent is given subject to conditions, in accordance with those conditions.

Dated this 3rd day of March 2021

SIGNED for and on behalf of SOUTH HAMS
DISTRICT COUNCIL by an authorised officer

D Fairbairn

.....

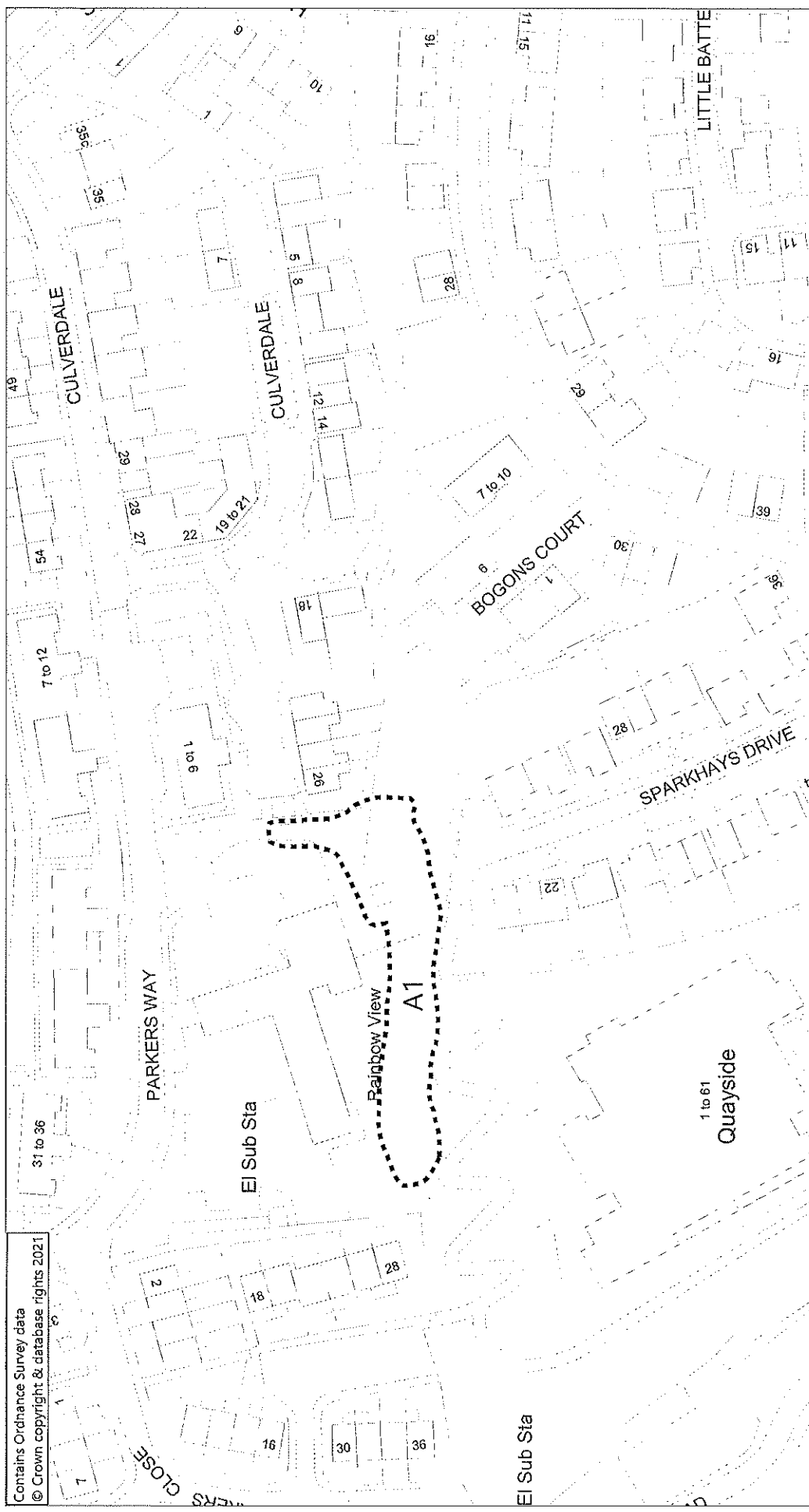
SCHEDULE 1


SPECIFICATION OF TREES

Trees specified by reference to an area (within a dotted black line on the map)

Reference on map	Description	Situation
A1	All trees of whatever species within A1 marked on plan ref: TPO 1033	See plan ref: TPO 1033

Contains Ordnance Survey data
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<p>Town and Country Planning Act 1990</p> <p>Tree Preservation Order</p> <p>Rainbow View, Parkers Way, Totnes, TQ9 5UF.</p>	<p>This is a new Tree Preservation Order</p>	 <p>West Devon Borough Council</p>
<p>Parish: Totnes</p> <p>Date: 3rd March 2021</p>	<p>TPO Ref: 1033</p> <p>Scale: 1:1250</p>	

D Fairbairn

Boat Yard

ESS

ITEM 5 – NEIGHBOURHOOD PLAN

As part of the process in applying for technical support to obtain the Strategic Environmental Assessment and/or Habitat Regulation Assessment requested by Natural England in relation to their comments on Policy C9 – Steamer Quay, Locality (the body who provide the funding and commissioning of technical support) have raised concern about one word in the policy as currently drafted.

The current wording of policy C9 says:

At Steamer Quay only leisure or river related development will be permitted. Any such development must:

- a. maintain or enhance leisure and river related facilities and activities on the site;*
- b. maintain or enhance existing services, uses, facilities, public areas and rights of way;*
- c. is pursued through widespread inclusive community consultation;*
- d. not harm the character, amenity, wellbeing, historic, environmental, nature conversation or archaeological values of the area and its surroundings;*
- e. respect the site's scenic quality and distinctive sense of place and the setting of the adjacent Conservation Area; and*
- f. adopt a high standard of design reflecting the prominence of the location and enhancing the riverside scene.*

Locality have pointed out that neither town or district councils can use a term as strong as 'permitted' and that this would likely get rejected by the examiner (unfortunately this has not been picked up by the consultants or South Hams District Council in their comments). Locality has suggested that the word 'supported' is used rather than 'permitted', which is in line with the wording of many policies in the draft Neighbourhood Plan and would be acceptable to the examiner. Locality has also suggested that the Council may wish to reinforce the importance of protecting the environment and wildlife in the Steamer Quay area thereby helping to address the concerns raised by Natural England (which is set out more generally in points d and e) by adding the following wording so that the policy is amended to read (new wording underlined):

At Steamer Quay only leisure or river related development will be supported, providing it has no adverse impact on the South Hams Special Area of Conservation's population of greater horseshoe bats. Any such development must:...

As this is an amendment to an existing policy in the plan, there is no requirement to consult the public on this change.

The Committee is asked to consider this change in wording:

- to correct the inappropriate use of the word 'permitted' and replace with 'supported';
- to strengthen the importance of protecting the natural environment at Steamer Quay; and
- recommend these changes to Full Council for approval.

ITEM 6 – ELECTRIC VEHICLE SURVEY

Survey of public attitudes towards EV and e-bike share scheme

At the Totnes & District Traffic and Transport Forum - 24 Feb 2021 - it was agreed to put forward a proposal for Totnes Town Council and Co-Cars to jointly produce a survey to determine public attitudes toward a share scheme for EVs and e-bikes.

Co-cars are interested in expanding their existing shared network of electric vehicles, high speed electric chargers and electric bikes to Totnes and surrounding areas. They currently operate in several locations around the South West, with a base in Exeter. They issued shares last year and raised £650,000 and are actively pursuing locations and opportunities to site the EVs and e-bikes. Co-cars is a not-for-profit cooperative organisation.

- Survey along the lines of one recently published in South Somerset - primarily online but also with hard copy version
- Survey will be anonymous - no names or other personal data (except email)
- Collect postcodes to clarify where the hotspots are for EVs and e bikes
 - location data can be mapped to show potential locations for docking stations
- Optional - collect emails for adding to our existing newsletter mailing list
- Data to be shared by Co Cars and Totnes Town Council
 - Co cars to analyse postcode data and identify potential locations
 - SD to process email addresses for Green Travel newsletter
- Hard copy survey to be shared via
 - Hard copy distributed as A5 insert in Totnes Directory (4200 circulation)
 - 3800 handed out in public engagement events across the summer
 - Green Travel Steering Group members distribute to their networks
 - Mass cycle ride (date tbc)
 - Energy fayre St Johns Church
 - Visit Totnes events
 - Face to face council meetings
- Online survey to be shared via
 - Green Travel fb, Town Council fb, website, Visit Totnes, other social media
 - Green travel newsletter
 - Green Travel Steering Group members share to their networks
 - Additional publicity via SoundArt radio, press releases
- Costs
 - Printing 8000 A5 double sided leaflets - £199
 - Distribution for 4200 inserts in May edition - £165
- Timescale
 - Aim for May issue of Totnes Directory to launch the survey
 - Planning Committee 15 March (approve principle)
 - Green Travel Steering Group 31 March (approve questions)
 - Full Council 1 Apr (approve expenditure and final approval of a/w)
 - Print ready a/w to Totnes Directory, no later than 13 Apr
 - Online survey goes live 13 Apr but promotions will not start until May
 - Goes to print 15 Apr
 - Totnes Directory deliveries 22 Apr - 5 May so bulk of responses will start coming

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through during May and June

- o Input hard copy results as they arrive

- o Closing date 30 Sept


- o Final analysis and report Oct (some analysis can be done earlier)

Suggested survey and questions - draft

Totnes Town Council would like to understand if there is interest in introducing a shared electric car club, and potentially an e-bike scheme, for Totnes and the surrounding area. The club will aim to have electric cars for booking for as little as half an hour from locations around the area. This would help tackle our district's congestion, parking and pollution problems, whilst providing affordable access to zero emission vehicles for all. The results of this survey will be published & will also assist our planning by providing important evidence. The initial survey and mailing list are being operated by Co Cars (www.co-cars.co.uk). Co Cars is committed to protecting and respecting your privacy & data collected is held in accordance with its privacy policy: www.co-cars.co.uk/visitor-privacy.

To complete this survey online go to [link address]



Show a QR code  so people can quickly scan and get to the online version.

Or complete this form and return it to Totnes Town Council, 5 Ramparts Walk, Totnes TQ9 5QH

Questions

- Would you be interested in joining an electric car club with shared vehicles to book from as little as half an hour from locations near you? *
 - Response from 0 (not at all interested) to 10 (very interested)
- What types of journeys do you think you'd make? (select as many as apply) *
 - Commuting / business travel
 - Visiting friends & family
 - Taking children to/from school
 - Supermarket shopping & other errands
 - Moving bulky items / van trips
 - Day trips
 - Evening trips e.g. after school clubs, social outings etc.
 - Access to outdoor space / exercise
 - Weekends away
 - Longer hires
- How often do you think you would use the electric car club? *
 - Several times a week
 - At least once a week
 - At least a couple of times a month

- Once a month
 - Less often
 - Other
- How long do you think you'd typically book a vehicle for? *
 - An hour or two
 - Half a day
 - A day
 - Longer
- Would joining an electric car club enable you to either get rid of a car you already own or not buy a car? *
 - Yes
 - No
 - I don't know
 - I don't own a car
- If you answered 'no' to the previous question, could you explain why?
 - Free text
- Would you also be interested in an electric bike share scheme? Electric bikes are a great alternative to the car for commuting, everyday errands and leisure trips. Bikes could be rented and returned from bike stations around the area. *
 - Yes
 - No
 - Maybe
- Please can you provide your postcode to help us map potential electric car club vehicle locations. *
 - Optional free text
- Please provide your email address to receive monthly Totnes Green Travel Newsletter
 - Optional free text
- Our vision is for the electric car club to be locally owned & community-supported. There could be potential for members to invest to support its growth & we would collectively influence decisions on vehicle locations. How important is this vision to you? *
 - Optional free text

ITEM 7 - TREE PROTECTION

At the February Planning Committee Councillors asked to discuss the general protection of trees in the town. The information below sets out the advice on the South Hams District Council website about tree protection.

South Hams District Council has a duty to protect trees that have significant public amenity value. There are five types of tree protection.

1. Tree Preservation Orders

Councils can use Tree Preservation Orders (TPOs) to protect trees, groups or woodlands of significant public amenity value. For further information please see our [Tree Preservation Orders](#) page.

How do I get a TPO placed on a tree?

Tree Preservation Orders can only be served on trees which have been assessed as having significant value to the community, and where there is a possible threat to the tree.

If you wish to request the Council consider serving a Tree Preservation Order, please apply to us using the [TPO Assessment Form](#).

The reasons for serving the Order are:-

1. In the interests of preserving the significant public visual amenity benefits of the subject trees which presently serve to add extensive varied amenity benefits as both individual and group sylvan features within the local and wider visual landscape
2. If left unprotected post development pressure may lead to inappropriate works to prune or fell the subject trees, which would be readily appreciable and highly detrimental to the public visual and further varied amenities as presently contributed by the subject trees.
3. The long term protection of the subject trees will aid in assimilating the new built form of the residential into the existing urban landscape

Which trees are protected by TPOs?

Please use the [Interactive Mapping](#) to find out if a tree, group of trees or woodland is subject to a TPO.

If subject to a TPO, an application for permission must be made to the Council and a formal decision received before any works or felling can be lawfully carried out.

To find out if a tree is subject to a TPO, please use the [interactive mapping](#)

2. Trees in Conservation Areas

The historic core of most towns and villages is designated as a Conservation Area. Within this area, trees are protected. For further information, please see our [Trees in Conservation Areas](#) page.

3. Do I need a Felling Licence from the Forestry Commission?

A single large tree could be in excess of five cubic metres. Anyone planning to fell or remove more than five cubic metres of timber within hedges, woods or copses will need to seek guidance from The Forestry Commission to check if they need to apply for a Felling Licence. Further information on felling licences is available [here](#).

4. Trees Subject to a Planning Condition

If you have received planning consent for works or alterations to your property or your property has been built in the last 10 years, the trees on or within your boundary may be subject to planning conditions.

You may require agreement from the local planning authority before carrying out any works to specified trees. Planning conditions can be found by opening and reading through the decision notices issued on determination of the associated planning application and are available to view on our website by searching for your property via the online [Planning Search](#).

5. Private Covenants on Trees

Some trees on private property are subject to restrictive covenants preventing their removal. The Council does not hold property ownership records or any information on restrictive covenants. The Council does not have the power to enforce restrictive covenants.

If your property is registered land, restrictive covenants will appear in The Charges Register (Section C) of the Official Copies of the Title Register. This document is available from [The Land Registry](#). If your property is currently unregistered, these covenants would be detailed in your Property Deeds.

If you do not have access to your property deeds (e.g. if your property is still subject to a mortgage), you will need to contact your solicitor or mortgage lender to request copies.

Minutes from Totnes & District Traffic and Transport Forum AGM 24 Feb 2021

Via zoom - 18:30 - 20:00

Present:

Cllr Jacqi Hodgson (Chair)
Sylvia Dell (minutes)
Simon Harrington
Ken Robertson
Sarah Kidd
Cllr Jo Sweett
Chris Watson
Maggie Cornhill
Barbara Phillips
Chris Alton

Cllr Sarah Collinson
Cllr Ray Hendriksen
Paul Mukerji
John Scanlon
Cllr Georgina Allen
Cllr Victoria Trow
Pru Boswell
Cllr Ben Piper

Apologies:

Helen Kummer
John Cummings

1. Welcome (JH)
2. Speaker - Mark Hodgson - Co Cars and Co Bikes
 - o Interesting talk with support for proposal to produce a survey to gauge public interest in EV car share and E-bike share scheme
 - o Action - SD - produce proposal for submission to Town Council, for EV and e bike survey
 - i. Survey along the lines of South Somerset survey
 - ii. Questions to be reviewed by SG members before submission to TTC
 - iii. Collect postcodes to clarify where the hotspots are for EVs and e bikes
 - iv. Optional collect emails for adding to our existing newsletter mailing list
 - v. no names or other personal data
 - vi. data to be shared by Co Cars and Totnes Town Council
 - vii. location data can be mapped to show potential locations for future

placement of EVs and e bikes

- o
- 3. AGM
- 4. Agree minutes of last AGM Mar 2019
 - o Minutes of 2019 AGM
 - o Those present at previous AGM (Chris Watson, Jacqi Hodgson, Simon Harrington, Ray Hendricksen) approved the minutes
- 5. Chairperson Report
 - o Report
 - o
- 6. Green Travel Coordinator Report
 - o Report
- 7. Motion to formally adopt the Steering Group ToR
 - o Terms of Reference
 - o Agreed unopposed
- 8. Accept nominations for the Steering Group members
 - o 12 nominations were approved, plus 2 alternates
 - o Vacancies for business category - market trader, industrial estate, farming
 - o Vacancies for community category - Littlehempston / Staverton; Dartington
 - o Vacancies for experts category - air quality, river transport

Category	Sector	Group name	Nominee name	Nominee email	Proposed by	Seconded by	Approved
-- Chair			John Scanlon	Chris Watson	Sarah Collinson		Duly Elected
-- Deputy			Chris Watson	John Scanlon	Sarah Collinson		Duly Elected
Business	Community transport	Bob the Bus	Simon Harrington	busstuff@outlook.com	Self proposed	Chris Watson	Duly Elected
Business	Local business	Chamber of Commerce	Sarah Kidd	sarahkidd1970@hotmail.co.uk	Maggie Cornhill	Georgina Allen	Duly Elected
Business	Local business	STAG	Maggie Cornhill	maggieredhouse@gmail.com	Self proposed		alternate
Business	Market	Market	tbc				
Business	Farming		tbc				

Business	Industrial estate		tbc				
Citizen	Heritage	Image bank	Pru Boswell		Maggie Cornhill	Sarah Kidd	Duly Elected
Citizen	Young people	Totnes Rural Area Youth Engagement Program TRAYE	Kerry McCabe	kmccabe.traye@gmail.com	Self proposed	Jacqi Hodgson	Duly Elected
Citizen	Cyclist	British Cycling	Ken Robertson	robertson.swdc@gmail.com	Self proposed	Georgina Allen	Duly Elected
Citizen	Cyclist	?	Howard Cotton	howardcotton@yahoo.co.uk	Self proposed		alternate
Citizen	Disability and inclusivity	Inclusive Totnes	Sarah Collinson		Jacqi Hodgson	Sylvia Dell	Duly Elected
Citizen	Walkers	The Ramblers	Barbara Phillips		Sylvia Dell	Jacqi Hodgson	Duly Elected
Citizen	Walkers	The Ramblers					
Community	Harbourne Valley	Sustainable Harbourne Valley	Chris Alton	hello@sustainableharbournevalley.org.uk	Self proposed	Sylvia Dell	Duly Elected
Community	Dittisham	?	Peter Coxon	peter@optleadership.com	Self proposed	Sylvia Dell	Duly Elected
Community	Follation	Active travel	John Scanlon		Sylvia Dell	Georgina Allen	Duly Elected
Community	Staverton / Littlehempston		tbc				
Community	Dartington		tbc				
Expert	Green travel	Climate change officer SHDC	Adam Williams	Adam.Williams@swdevon.gov.uk	Self proposed	Sylvia Dell	Duly Elected
Expert	Buses and trains		Chris Watson		John Scanlon	Jacqi Hodgson	Duly Elected
Link counsellor	Devon County Councillor	DCC	Cllr Jacqi Hodgson				
Link	Town	TTC	Cllr Paul				

counsellor	Council		Allford				
Link counsellor	Town council Planning	TTC	Georgina Allen				
Link counsellor	District councilor	SHDC	Cllr Jo Sweett				
Link counsellor	District councilor	SHDC	Cllr Rose			Alternate	
Town Council officer	Green Travel Coordinator	TTC	Sylvia Dell				

9. Election of Chair and Deputy Chair

- o John Scanlon duly elected as Chair
- o Chris Watson duly elected as Deputy

AGM closed at 8.10

Minutes from Totnes & District Traffic and Transport Forum 24 Feb 2021

Followed on directly from AGM

Chair - John Scanlon

1. Minutes of January Traffic and Transport Forum
 - o Minutes
 - o Minutes approved
2. AOB
 - o CW raised question about EV chargers
 - i. who will be operating the chargers being installed under the DELOTTI project (ie in car parks in Victoria St, Heath Nursery and the Pavilions);
 - ii. how much will users be charged;
 - iii. who receives the income
 - iv. and can the income be ring-fenced for further EV infrastructure?
 - o Action - SD - to enquire from SHDC Car Parks officer
 - o CW suggested inviting Ian Bright from TRESOC to discuss EV charging infrastructure
 - o GA - Totnes Futures Forum include on next agenda
3. Date of next meeting
 - o The next meeting will be the Green Travel Steering Group
 - o 31 Mar 2021 - 6.30 - 8pm via zoom

