



AGENDA FOR THE TOWN MATTERS COMMITTEE

MONDAY 28TH FEBRUARY 2022 IN THE GUILDHALL

You are hereby **SUMMONED** to attend the **Town Matters Committee** on **Monday 28th February 2022** at **6.30pm** for a maximum of 90 minutes in the Guildhall for the purpose of transacting the following business:

Committee Members: Councillors V Trow (Chair), G Allen, S Collinson, J Cummings, J Hannam, A Oliver, P Paine, S Skinner, N Stopp and L Webberley.

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. If members of the public make presentations, they will be deemed to have consented to being recorded. By entering the Council Chamber attendees are also consenting to being recorded.

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. ARTS AND EVENTS GRANT

To consider the Link Orchestra and Earthjump grant applications: Verbal presentation from Link Orchestra and Earthjump representatives, and documents attached.

3. CONFIRMATION OF MINUTES

To approve the minutes of 22nd November 2021 and update on any matters arising. Document attached.

4. **COMMUNITY AWARD SCHEME**
To consider the format of the Community Award scheme for 2022. Document attached.
5. **SOUTH HAMS DISTRICT COUNCIL HOMELESSNESS STRATEGY CONSULTATION**
To consider the South Hams District Council Homelessness Strategy consultation and make a recommendation to Full Council in March with a draft Council response (consultation closes on 23rd March). Document including consultation questions attached.
6. **GREAT BRITISH SPRING CLEAN**
To consider any Council involvement in the Great British Spring Clean from 25th March to 10th April 2022. Document attached.
7. **COMMITTEE MEMBERSHIP**
To note the reduction of the number of voting Councillors on this committee from 11 to 10 (in line with Standing Orders) with the resignation of Cllr Matthews. Verbal update.
8. **CLIMATE EMERGENCY WORKING GROUP**
To note the minutes of the Climate Change Working Group on 25th January 2022 (standing item). Document attached.
9. **KEEPING YOUNG TOTNES SAFE**
To note the minutes of the Caring Town Keeping Young Totnes Safe meeting held on 11th January 2022. Document attached.
10. **FAIRTRADE**
To note the minutes of the Totnes Supporting Fairtrade meeting held on 6th May 2021. Document enclosed.
11. **DATE OF NEXT MEETING**
To note the date of the next meeting of the Town Matters Committee – **Monday 28th March 2022 at 6.30pm.**

Sara Halliday
Committee and Cemetery Administrator
23rd February 2022

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 Councillor 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.



TOTNES TOWN COUNCIL ARTS AND EVENTS GRANTS GRANT FUNDING APPLICATION FORM

DEADLINE – midday Friday 4th February 2022

How to use this form: this form can be printed and completed by hand, or can be filled in electronically.

Name of organisation	LINK ORCHESTRA
Name and address of the person making the application on behalf of the organisation	██████████
Position held in organisation	DIRECTOR/CONDUCTOR
Telephone	██████████
Email	██████████@linkorchestra.com
Do you have a Facebook/ Twitter account/ Website that you would like to be linked to through Totnes Town Council?	YES https://www.linkorchestra.com
Bank details If you are successful, our preferred payment method is via BACS.	Bank name: ██████████ Sort Code: ██████████ Account Number: ██████████
Have you received a grant from this Council in the last 3 years? If so, for how much and what was it for?	NO

<p>What are the aims of your organisation?</p>	<p>LINK ORCHESTRA is a new professional string orchestra based in Totnes, made up from the top professional string players in the South West, which aims to bring top level classical music performances to Totnes and further afield, as well as commissioning new collaborative Arts projects as a part of each concert. These Arts projects will be far-reaching collaborative cross-platform works, that will act as a hub of creativity, and allow the visual artists, choreographers/dance artists, photographers, film-makers, scientists and Educational collaborators to collaborate with LINK ORCHESTRA and the composer of each new work.</p> <p>Please also see LINK ORCHESTRA's Constitution and Website for further information on what we aim to achieve.</p>
<p>What is the name of the project/activity you are applying for?</p>	<p>Inaugural concerts as part of the Totnes Arts Festival, including a new violin concerto/ multi-faceted Arts project called 'Birth'.</p>
<p>When will the project be started/finished?</p>	<p>The project will start when funding has been secured and be finished by the end of the Totnes Arts Festival</p>

Financial information

<p>What is the total cost for the project/activity?</p>	<p>£43,315.37 Expenditure</p>
<p>Please complete the budget breakdown attached which will be used for monitoring purposes</p>	<p>£14,760.00 Revenue £28,555.37 Total Cost</p>
<p>What is the amount of grant requested from Totnes Town Council?</p>	<p>£10,000</p>
<p>How much have you raised already?</p>	<p>£0</p>
<p>Is the grant for match funding? (i.e. are funds from elsewhere dependent on our funding?)</p>	<p>NO</p>
<p>Have you applied elsewhere for a grant, if so, which organisation(s), for how much, and when will you know?</p>	<p>NOT AS YET – OTHER APPLICATIONS WILL BE MADE</p>

Criteria

Please read the guidance for further information.

LINK ORCHESTRA has been some years in the planning. Since the disbanding of the Ten Tors Orchestra in Plymouth 5 years ago, there has been no mainstream professional orchestra based in the South West, nor for far longer in Totnes. Totnes and the surrounding South Hams area is full of artists and musicians so there is a huge gaping hole in the demand for a local orchestra and organisation that can serve the community by generating creativity and transforming the face of Culture and the Arts, both on a professional, and inclusively local and amateur basis. LINK ORCHESTRA has also agreed an exciting partnership with the local school KEVICC, to collaborate with the students on each project that we undertake, in order to enrich their musical and artistic experience, and help inspire the new generations of upcoming younger artists.

LINK ORCHESTRA is not just an orchestra. As well as serving the local community with much needed high-quality professional performances of existing classical music repertoire, it will also stand as a hub of creativity locally. The orchestra specialises in collaborations, and will be working with all sorts of other organisations and artists to create something far bigger than the sum of its parts. Each concert will feature a new theme based 'Project', based around a title, which will act as a germinator for far-reaching creativity both locally and further afield. This will include the composition of new musical works, dance works, poetry, collaborations with painters, sculptors and photographers, theatrical collaborations, scientific collaborations, recording for film projects, commercial recordings, educational collaborations and far more as time goes on. LINK ORCHESTRA aims to put Totnes firmly on the map as a hive of creativity and culture, in order to attract investment, interest and footfall to the area.

The three inaugural concerts as part of the Totnes Arts Festival, will take place in St Mary's Church and the Great Hall, Dartington. The first collaborative project title for these concerts is 'Birth', and there will be a considerable number of spin-off events happening throughout the town in relation to the project, which will include the first performance of a newly revised Violin Concerto called 'First Born' by [REDACTED] new painting(s) by BP portrait award artist [REDACTED], and a plethora of other exciting arts collaborations, that will grow and grow over the next few months.

LINK ORCHESTRA also believes that classical music has a crucial role to play in our society, that has been all the more highlighted throughout the pandemic. Music, more than any other art form, acts as a restorative calming force and solace for so many people of all backgrounds, but especially for those in all age groups who experience anxiety, the elderly and those with dementia. We aim to promote music and creativity as an incredibly important part of everyone's well-being, and make our local community a better and happier place. We aim therefore to offer a live feed of every concert to every care home in the South West.

c) Will your project encourage more Totnes residents to get involved?

If so, how?

YES – quite apart from Totnes residents being involved in the concerts as audience members, the collaborative project will reach out to many local artists and local organisations in order to feed the creative hub.

2. Are you partnering with other Totnes groups and, if not, could you consider doing so?

We are partnering with Totnes Arts Festival and will be partnering with various other groups in Totnes as part of the collaboration.

3. We want to know how you will be sure your project is successful. What will you be measuring and how will you measure it?

We will be asking for feedback from audience members and the public, as well as from participants. We are sure that it will be successful and that it will really raise the profile of the Festival.

4. Will your project continue after this grant is spent? If so, how will it be funded?

YES – this is just the beginning! We shall be applying to various funding bodies, looking for sponsorship, and inviting the Arts Council to the inaugural concerts with a view to them acting a springboard for the future.

Budget (please complete the following budget for your project)

PLEASE SEE SEPARATE BUDGET DOCUMENT SUPPLIED

Title	Description	Total amount	Amount requested
Management costs			
Training			
Office costs (rent, telephone etc)			
	Sub Total		
Salaries			
Expenses (travel etc)			
Venue hire			
Materials			
Publicity			
Volunteer expenses			

Other (please specify)			
	Sub total		
	TOTAL		

Declaration

We confirm that all the information contained within this application is true and accurate to the best of our knowledge and belief, and that we are authorised to submit this application on behalf of the group. We have read and agree to abide by the terms and conditions (please click/tick box to agree)

We have provided copies of the following necessary documents (refer to Community Grants Policy) to support the application (please click/tick as appropriate):

Accounts Bank statement or paying-in slip Constitution
 (to double check bank details)

Please note LINK ORCHESTRA is a new Association so no accounts yet filed.

NB. Scanned copies are acceptable if you end your application by email.

Applications will not be taken to committee without all these supporting documents

To support our application we have attached our organisation's policies as outlined in the guidance (please list below):

Constitution as an Unincorporated Association

Equality and Diversity Policy

Safeguarding Policy

Signature 1 (person submitting form)

██████████ (Chair)

Signature 2 (Chair or senior representative of the organisation)

██████████ (Treasurer)

Typed entries acceptable for email applications

Date: 3 February 2022

Please return your completed application form to: community@totnestowncouncil.gov.uk by the deadline advertised.



LINK ORCHESTRA INAUGURAL CONCERTS BUDGET – TOTNES ARTS FESTIVAL

EXPENDITURE

Musician's Costs (based on the Musicians Union ABO Category 2 Concert and Rehearsal rates:

32 string players (8,8,7,6,3)

Rehearsals (x 4):

Orchestra Leader: £150.00 x 4 = £600.00

Principal section players x 4: £80.49 each x 16 = £1,287.84

Sub-principals x 4: £75.15 each x 16 = £1,202.40

Tutti (all other players) x 23: £70.26 each x 92 = £6,463.92

TOTAL COSTS FOR REHEARSALS = £9,554.16

Concert x 3:

Orchestra Leader: £150.00 x 3 = £450.00

Principal section players x 4: £134.15 each x 12 = £1,609.80

Sub-principals x 4: £125.25 each x 12 = £1,503.00

Tutti (all other players) x 23: £117.10 each x 69 = £8,079.90

TOTAL COSTS FOR 3 CONCERTS (Orchestral players) £11,642.70

(£3,880.90 per concert)

Extras:

Porterage £817.95

Travel allowance (36p per mile at average of 20 miles x 32) x 7: £1,612.80

TOTAL ORCHESTRAL MUSICIANS COSTS: £23,627.61

Soloist

£3000.00 x 3 = £9000.00

Marketing/Website

£3000.00

Management/Office Costs

£2000.00

Audio Recording

£1500.00

Video Recording:

£250.00

Total costs: £39,377.61

Contingency @ 10%

£3,937.76

TOTAL EXPENDITURE: £43,315.37

REVENUE:

Concert Ticket Revenue

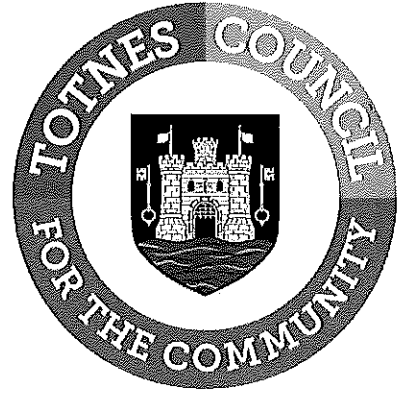
350 x £16 average per concert, taking into account concessions = £5,600 x 70% capacity = £3,920 per concert

Revenue for 3 concerts = £11,760.00

Orchestra Membership Revenue

£15 x 200 = £3000.00

TOTAL REVENUE: £14,760.00



**TOTNES TOWN COUNCIL ARTS AND EVENTS GRANTS
GRANT FUNDING APPLICATION FORM**

DEADLINE – midday Friday 4th February 2022

How to use this form: this form can be printed and completed by hand, or can be filled in electronically.

Name of organisation	Earthjump CIC
Name and address of the person making the application on behalf of the organisation	[REDACTED]
Position held in organisation	Founding Director
Telephone	[REDACTED]
Email	[REDACTED]@earthjump.com
Do you have a Facebook/ Twitter account/ Website that you would like to be linked to through Totnes Town Council?	@earthjumpcic
Bank details If you are successful, our preferred payment method is via BACS.	Bank name: [REDACTED] Sort Code: [REDACTED] Account Number: [REDACTED]
Have you received a grant from this Council in the last 3 years? If so, for how much and what was it for?	No

What are the aims of your organisation?	Empowering communities to make the changes in shared outdoor spaces through support, securing funding and managing capital improvements. Nurturing a passion for our natural world through play and learning; especially amongst the children and young people. Supporting the emergence of a new era that truly recognises the beauty of our planet, the power of collaboration and the value of heart-led choices.
What is the name of the project/activity you are applying for?	Sunday Sessions
When will the project be started/finished?	24.4.22-24.7.22

Financial information

What is the total cost for the project/activity? Please complete the budget breakdown attached which will be used for monitoring purposes	1400
What is the amount of grant requested from Totnes Town Council?	1400
How much have you raised already?	0
Is the grant for match funding? (i.e. are funds from elsewhere dependent on our funding?)	No
Have you applied elsewhere for a grant, if so, which organisation(s), for how much, and when will you know?	No

Criteria

Please read the guidance for further information.

Earthjump will deliver drop-in Sunday sessions at Meadowbrook Park during term time through Spring and Summer. The sessions will be for families, children and young people, parent's guardians will need to be on site. They will incorporate environmental art, physical activities with a focus on learning to love nature. Meadowbrook has 10 acres of species rich woodland, meadows and a stream. We would love to discover more about the species that visit and live at Meadowbrook. Through undertaking safari's to hunt for signs of different animals in the woods, meadow and stream and surveying the plant life on site we will not only learn more about the site but we will enthuse others about it too.

By nurturing a passion in the environment from a young age we believe that future generations will grow to protect and care for these spaces. Many children are not familiar with our natural world and the simple act of finding a grasshopper in tall grass and watching it jump can be truly wonderful. Extensive research has demonstrated the value of a stronger connection with nature both for the environment and our physical and mental health. Using our breadth of knowledge and experience from delivering similar sessions in Plymouth's wild spaces we have developed a wide variety of practical games and activities for all ages.

The sessions will operate in partnership with the pool, bike track, New Lion Brewery too to ensure that these facilities are open. This will allow attendees to use these facilities after and before the sessions and for other members of the family during the session increasing spend on the site and aiding economic recovery following COVID. The sessions will be promoted through our existing partnerships with the DRA, Pool, neighbouring schools and using social media and posters.

We will ask for a donation from participants who can afford it and these funds will be put towards the planned re-creation of a renewably heated swimming pool at Meadowbrook.

Please answer the following questions.

1 a) How many people will this project benefit?

300

b) How many are involved in decision-making and ownership of this project?

20

c) Will your project encourage more Totnes residents to get involved?

If so, how?

Many visitors to Meadowbrook come for social or leisure reasons. We hope this work will begin to recognise the value of informal play in nature on the site too. As an accessible, free space it offers a valuable resource to low income families; it costs nothing to hunt in the woods for the first bluebells of the year.

Often families are keen to take part in other activities at Meadowbrook but are limited by the age of their children. This project will enable families to access more facilities for example parents and older siblings can go for a swim whilst younger siblings join us.

We hope to develop a management plan for Meadowbrook for which we would value the input from skilled local people. Ultimately, we need to recruit volunteers to support in the practical management of the site this is an important first steps in that process.

2. Are you partnering with other Totnes groups and, if not, could you consider doing so?

Yes we are partnering with New Lion Brewery, Dartington Swimming Pool, and The Bike Track to ensure these facilities are open during the sessions. We are also working with local schools and nurseries to promote the sessions.

If we are successful we plan to link with Bridgetown Alive to promote the sessions as well.

3. We want to know how you will be sure your project is successful. What will you be measuring and how will you measure it?

We will undertake verbal evaluation during the session and keep a record of comments and feedback received on social media and elsewhere. We will be measuring against the below outcomes:

1. I feel better connected to nature.
2. I am more likely to visit Meadowbrook now.
3. I learnt something new about the environment.

4. Will your project continue after this grant is spent? If so, how will it be funded?

If the project proves financially viable to run without the funding we would look to run the sessions every year. This year any funding raised would go towards essential upgrades to the pool.

Budget (please complete the following budget for your project)

Title	Description	Total amount	Amount requested
Management costs	6 sessions @£200	1200	1200
Training			
Office costs (rent, telephone etc)			
	Sub Total	1200	1200
Salaries			
Expenses (travel etc)			
Venue hire		140	140
Materials	For games, surveying activities	30	30
Publicity	Posters and facebook advert	30	30
Volunteer expenses			
Other (please specify)			
	Sub total	200	200
	TOTAL	1400	1400

Declaration

We confirm that all the information contained within this application is true and accurate to the best of our knowledge and belief, and that we are authorised to submit this application on behalf of the group. We have read and agree to abide by the terms and conditions (please click/tick box to agree) X

We have provided copies of the following necessary documents (refer to Community Grants Policy) to support the application (please click/tick as appropriate):

Accounts X Bank statement or paying-in slip X Constitution X
(to double check bank details)

NB. Scanned copies are acceptable if you send your application by email.

Applications will not be taken to committee without all these supporting documents

To support our application we have attached our organisation's policies as outlined in the guidance (please list below):

The management committee consists of [REDACTED], [REDACTED] and [REDACTED].

Please find attached:

January bank statement.

Banks statements for the last 6 months to show income and expenditure

Memorandum of association

2021 Bank statements

Signature 1 (person submitting form)	[REDACTED]
Signature 2 (Chair or senior representative of the organisation)	[REDACTED]
Typed entries acceptable for email applications	
Date: 2.2.22	

Please return your completed application form to: community@totnestowncouncil.gov.uk by the deadline advertised.



DRAFT MINUTES FOR THE TOWN MATTERS COMMITTEE

MONDAY 22ND NOVEMBER 2021 IN THE GUILDHALL

Present: Councillors V Trow (Chair), G Allen, S Collinson, D Matthews, A Oliver, P Paine and N Stopp.

Apologies: Councillor L Webberley.

Not Present: Councillor S Skinner.

In Attendance: Councillors Cummings, Hannam, Hendriksen and Hodgson, District Councillors Birch and McKay, representatives from TQ9 and Acorn Developments Ltd, members 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.

Cllr Trow read out a statement about how the meeting would be conducted and recorded.

Apologies were received from Cllr Webberley and were accepted.

The Committee will adjourn for the following items:

PUBLIC QUESTION TIME

A member of the public spoke about expanding the current garden trail (Leechwell, Heaths and the Lamb gardens) to incorporate an art/sculpture trail, suggesting that the Town Council could assist in funding and funding applications, the choice of artwork, and protection of the areas by CCTV. It was **AGREED** that this idea and the details should be discussed by the Arts Working Group and return to this committee.

2. BALTIC WHARF

To update on the latest proposals and public consultation for the Baltic Wharf site from the developers TQ9 and Acorn.

Representatives from TQ9 and Acorn Development Ltd outlined the latest proposals for phase 2 of the Baltic Wharf development which sees three main changes since the outline planning application was approved in 2010:

- the removal of the proposed retirement village due to no interest from operators and other initiatives that had received approval in the town;
- changes to environmental standards and flood risks – residents require a dry exit from properties in the event of a flood which has prompted the design of a raised deck over car parking; and
- the boat yard storage area is smaller than originally planned.

Councillors asked a number of questions including how the plans met the Joint Local Plan policy, what was South Hams District Council's reaction, concerns about the potential loss of skilled employment in the boat yard, water management and flooding (including potential pollution from the flooding of the car deck), affordable housing, the bat fly way, the pontoon and deep-water access, and the demand for care home places.

The Chair thanked TQ9 and Acorn for the update as the next phase of development at Baltic Wharf is an important matter for the town in terms of employment and housing.

The Committee reconvened.

3. CONFIRMATION OF MINUTES

To approve the minutes of 27th September 2021 and update on any matters arising.

The minutes were approved as an accurate record of proceedings. Matters arising:

Item 3 Closed Circuit Television (CCTV). It was **RESOLVED** unanimously that Council: supports the installation of CCTV at anti-social behaviour trouble spots in the town through grant funding when the opportunity arises; requests an urgent meeting with the Police and Crime Commissioner and local MP with regards to this matter; lobby's local businesses to install CCTV on their premises; and reviews this project in a year's time.

Item 4 Minor Injuries Unit. It was **RESOLVED** unanimously that Council writes to the NHS commissioning group and the local MP requesting that the Minor Injuries Unit is re-opened as a matter of priority. Cllr Matthews will provide the draft letter.

Item 5 Gambling Policy Consultation. It was **RESOLVED** unanimously that Council responds to the consultation that it is supportive of the revised policy.

Item 6 Virtual Twinning. It was **RESOLVED** by a majority that Totnes Town Council supports a virtual twinning between Totnes and Salfit and that Councillors participate in a Zoom meeting each year. Councillors wished to note the positive benefits of a cultural exchange of this nature but it was agreed that this would not constitute a formal arrangement with resource implications.

Item 7 Seagull Problems. It was **RESOLVED** unanimously that Council: invites the Royal Society for the Protection of Birds (RSPB) to speak at an open meeting on the subject; and requests that South Hams District Council provide wheelie bins on markets days for the secure placement of rubbish arising from food vendors.

Item 9 Climate Emergency Working Group. It was **RESOLVED** unanimously that Council writes to South West Water requesting where and when sewage has been discharged into the River Dart.

4. COMMUNITY AWARD SCHEME

To consider the idea of an annual Community Award scheme, what it could include and how it would be administered.

It was **AGREED** that interested Councillors set up a steering group to determine the scope of such a scheme which will report back to Committee in January 2022.

5. HM THE QUEEN'S PLATINUM JUBILEE

To consider the various national events to mark HM The Queen's Platinum Jubilee in June 2022 (beacon lighting, the Big Lunch, the Queen's Green Canopy) and determine any Town Council involvement in events.

To **RECOMMEND** to Full Council that:

- it organises a beacon lighting for the town as part of the national event on 2nd June;
- it promotes 'The Big Lunch' initiative with community organisations and through the Totnes Matters pages in the Totnes Directory; and
- the Trees for Totnes Group looks at areas where trees could be planted (industrial estate, schools) as part of the Queen's Green Canopy project.

6. EMERGENCY PLAN

To review the Emergency Plan.

The Emergency Plan has updated the guidance for snow and pandemic incidents based on recent experience. To **RECOMMEND** to Full Council that the revised emergency plan is adopted.

7. COMMUNITY ENGAGEMENT

To consider the Council's community engagement plan for 2022 and make a recommendation to Full Council.

The Committee discussed the reach that Zoom meetings provided during lockdown and the need to make in person meeting dates more widely known (for example through the Totnes Times, Totnes Directory). There was discussion of whether the electronic information board could be installed before the Market Square improvements were completed as it could be used to display meeting dates and other events (which officers will explore).

To **RECOMMEND** to Full Council that:

- meeting dates are included in the Totnes Matters pages of the Totnes Directory;
- Councillors consider holding a monthly evening virtual public session outside of the Full Council date; and
- Councillors hold a session in the Market Square once a month between April and October to engage with the public.

8. COMMUNITY CHARTER

To consider the latest budget requirement for the community charter and make a recommendation to Full Council.

To **RECOMMEND** to Full Council that the revised budget increase of approximately £300 is approved to cover the cost of childcare activities at the consultation event in February 2021.

9. CLIMATE EMERGENCY WORKING GROUP

To note any update from the Climate Change Working Group on 16th November 2021 (standing item).

Noted. COPNes 26 had been a very busy couple of weeks.

10. COMMUNITY CO-ORDINATOR UPDATE

To note a report from the Community Co-ordinator.

Town Matters Committee, 22nd November 2021

Noted.

11. DATE OF NEXT MEETING

To note the date of the next meeting of the Town Matters Committee – Monday 31st January 2021 at 6.30pm.

Noted.

Sara Halliday

Governance and Projects Manager

DRAFT

ITEM 4 – COMMUNITY AWARD SCHEME

The idea for some sort of Council award to acknowledge those who have done/are doing good works in the community was first suggested in March 2019 and has been raised on a number of occasions but the criteria for such an award scheme has never been defined.

For 2022 Cllrs Piper and Allen propose that the following format and process is adopted:

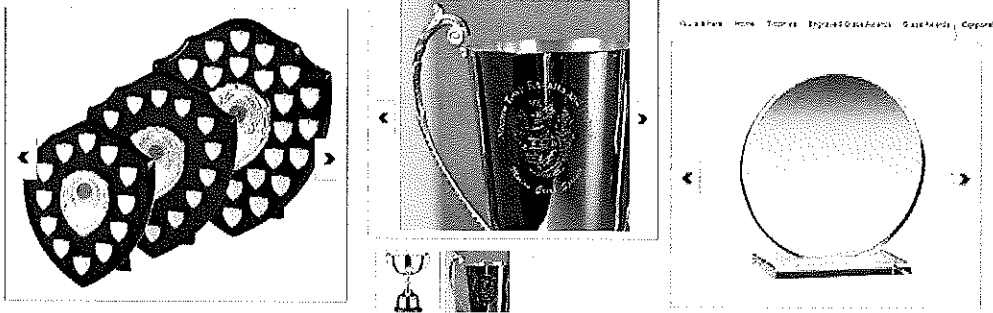
- Each Councillor has the opportunity to nominate the name of an individual for the award by 21st March 2022.
- Town Matters Committee 28th March 2022 - consider the nominations in Part 2, confirms if any individual has more than one nomination (i.e. they have been put forward by more than one councillor), and shortlists the nominees to go forward to Full Council.
- Full Council 4th April 2022 – Councillors decide on who should win the award.
- Mayoral Choosing 19th May 2022 – winner presented with the award.

It is proposed that this award is paid from the Mayoral budget. There are two options for the type of award presented:

- A medal which says 'Community Award/Community Hero'. Costs are estimated to be around £50 for the casting and £50-100 for the individual medal.



- A trophy which can be engraved with the winners name each year (plaque type from £55-155 or cup £120 plus with engraving) and kept on permanent display in the Guildhall, with the individual receiving a small commemorative plaque or paperweight (approx. £25)



The Town Matters Committee is asked to make a **recommendation** to Full Council on:

- The process to be followed;
- The name for the award e.g. community hero, community award;
- The type of award – individual medal or trophy; and
- The budget required.

SHDC HOMELESSNESS STRATEGY CONSULTATION QUESTIONNAIRE

For the Strategy document see

https://www.engagement.southhams.gov.uk/files/ugd/faccb1_5d32783a369046e5b08ddcde69e3b39d.pdf

- Continue to work closely with partner agencies to enable early identification of housing issues. Strongly Agree, Agree, Disagree, Strongly Disagree.

Please add any comments. Comments box for free text.

- Address issues of housing quality and suitability to ensure homes are fit for purpose. Strongly Agree, Agree, Disagree, Strongly Disagree.

Please add any comments. Comments box for free text.

- Address issues of affordability with focussed financial advice. Strongly Agree, Agree, Disagree, Strongly Disagree.

Please add any comments. Comments box for free text.

- Provide quality temporary housing to limit the impact of homelessness on health. Strongly Agree, Agree, Disagree, Strongly Disagree.

Please add any comments. Comments box for free text.

- Identify and access support to address the underlying issues contributing to homelessness. Strongly Agree, Agree, Disagree, Strongly Disagree.

Please add any comments. Comments box for free text.

- Work in partnership with support services and achieve high referral rates between organisations to identify and address issues impacting on home management. Strongly Agree, Agree, Disagree, Strongly Disagree.

Please add any comments. Comments box for free text.

- Provide focussed medium term support to rough sleepers to successfully sustain accommodation long term. Strongly Agree, Agree, Disagree, Strongly Disagree.
- Work with local private landlords to expand the number of homes rented through SeaMoor Lettings to local people at an affordable rent. Strongly Agree, Agree, Disagree, Strongly Disagree.

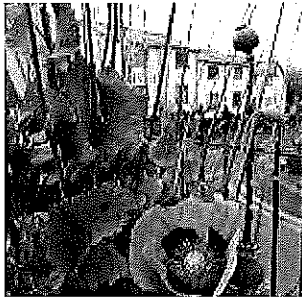
Please add any comments. Comments box for free text.

- Expand housing management service offers to increase availability of different types of accommodation. Strongly Agree, Agree, Disagree, Strongly Disagree.

Please add any comments. Comments box for free text.

Have your say: tackling homelessness in the South Hams

9 February 2022



Have you or friends or family faced homelessness? With spiralling local rents and the increasing cost of living, are you concerned about how you or others can put a roof over your heads? Now is your chance to have your say on how the Council prevent and relieve homelessness with the launch of a six-week public consultation.

The district is currently in the midst of a housing crisis. A recent council report highlights that there are four types of household who are at high risk of homelessness. It outlines that single and couples households, families, and people with additional needs must also be prioritised alongside rough sleepers to tackle the issue effectively.

A preliminary consultation with councillors took place at the start of 2022 to discuss ways to effectively prevent and relieve homelessness in the area. Working with partners to put the necessary support in place to prevent people from becoming homeless remains a significant focus. The plans also highlight the need to ensure there are enough of the right sort of homes available to meet the diverse needs of people at risk of homelessness. For example, identifying effective new ways to increase the availability of affordable family-size homes in the district. This includes offering a financial incentive to under-occupiers to downsize, and working with private landlords to increase the availability of more affordable private rented homes.

The consultation gives local people the opportunity to have their voice heard. This will help make sure the proposed plans cover the right priorities and will meet the needs of everyone in the community. The results will be collated and used to inform a new Homelessness Strategy, which is due for review.

Cllr Judy Pearce, South Hams District Council's Executive Member for Housing said: "Your views really matter. Taking part in this consultation will only take a few minutes of your time but could make all the difference for many people and help our communities to thrive.

"Whilst working with partner agencies to support people who are sleeping rough will always be part of our homelessness strategy, we know there are more layers to the issue of homelessness

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Increasing rental prices coupled with a rise in the cost of living means more and more local people find themselves at risk of having nowhere to live.

"People are relying on staying with friends and family to keep themselves in the area close to schools and jobs - something that just isn't sustainable. They may be forced to move away because they cannot find affordable homes locally, and we face the very real threat of many people who carry out essential jobs, like caring, leaving our area and leaving a huge void.

"Our homelessness strategy aims to do something about that. It is part of our five year Housing Strategy and specifically looks at the needs of all people who may be faced with homelessness, including those being priced out of our area.

"In our Better Lives for All plan we have promised local people that no one should find themselves without a roof over their head. Now we need your help to deliver that promise. Taking part in our consultation will help us to understand local issues even better so our plans truly meet local needs. Please do spare a few minutes to get involved - it could make all the difference to your children, neighbours and friends."

Helping people who are sleeping rough

The Council works extensively with people who are sleeping rough to provide support and housing options. Working with multiple agencies, this approach finds a suitable long-term home for someone who is homeless. By ensuring people are engaged with support from partner areas, it also significantly increases their chances of keeping the accommodation and making positive life choices. While not everyone chooses to take up this offer, the mix of intensive support, outreach work and open offer of accommodation has resulted in low numbers of people sleeping rough in the District. At the last rough sleeper count in November, two rough sleepers were identified, a reduction from the seven counted three years ago.

Tackling the shortage of affordable local homes

In September 2021, South Hams District Council declared a Housing Crisis. 12 points of action were set out. These are:

- The District Council will lobby government, through MPs and the Local Government Association, to allow a Council Tax charge on housing plots with planning permission if they have not been built after a specified period. This would encourage developers to get on and build their sites without delay.
- They will also lobby Government to review all holiday accommodation. This would ensure that it is properly regulated, complying with local planning policies and taxes. This could include an extension of the 90-day short let legislation, a proper planning class for short lets and proper licencing for them. This would prevent people finding loopholes in the taxation system and prevent too many local homes being converted to holiday accommodation.
- The Council should also immediately review all holiday letting in the District to ensure that the owners are paying the correct amount for the removal of waste and recycling. Businesses should not be on the normal domestic recycling and waste collection.
- South Hams District Council will also ask the Joint Local Plan project team to review the amounts of affordable housing in the Joint Local Plan and see if this can be increased, so that the percentage "First Homes" on a development is in addition to the existing requirement for 30% affordable housing.

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- The District Council already runs a letting agency to encourage landlords to make properties available for local families in need. There should be further promotion of this and regular landlord forums to encourage more properties to become available.
- The District Council works closely with registered providers on many housing projects across the District; they will now be working with them to ensure the best use of those properties, such as to encourage tenants to downsize where possible and make larger properties available for larger households.
- In addition to this, the District Council is proposing to use some of the affordable housing revenue to increase payments made to those tenants downsizing to make the move more attractable and affordable.
- The Council is committed to using Section 106 affordable housing contributions as soon as possible, to help fund developments anywhere in the District where the terms of the Section 106 agreements will allow.
- The Council also wants to campaign for changes to the Broad Market Area, to better reflect the costs of rents in the South Hams.
- The Council would encourage the development of an exemplar site of low carbon modular housing such as ZEDpods, to show that developments like this can be both stylish and great to live in.
- South Hams District Council also agreed to actively seek opportunities to invest in Council owned social housing with highly sustainable specification.
- To lobby Government to allow local councils to be able to charge 200% Council Tax on second / holiday homes, as they do in Wales.

The proposed action to offer a financial incentive to encourage under-occupiers to downsize was implemented in January and has generated significant interest. And in January, the Government announced it would close the second homes tax loophole, a change the Council had actively campaigned for.

More details on the proposals and a quick questionnaire where you can share your views can now be found at www.southhams.gov.uk/homelessness-strategy.

The consultation will close on 23 March 2022.

It is anticipated that a final draft of the strategy will be presented in Early Spring, with formal adoption from April 2022.

Privacy and Personal Data

Freedom Of Information

Accessibility

Equality
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Homelessness Strategy Vision and Objectives

The South Hams and West Devon Strategy has been designed to contribute toward themes in both councils' 20 Year Vision for the areas.

Better homes enabling better lives for all
Strong and Prosperous communities where residents live healthy lives and are empowered to make a positive impact

Our objectives are to:

Prevent:

- Identify those who are at risk of homelessness and work with them to prevent them from becoming homeless
- Working with partner agencies to enable early identification
- Addressing issues of housing quality and suitability to ensure homes are fit for purpose
- Address issues of affordability

Sustain:

Where complex needs are identified to work closely with partnership organisations to ensure that people are supported to sustain their homes long term.

Work in partnership with support services and achieve high referral rates between organisations to identify and address issues impacting on home management.

Relieve:

Where homelessness cannot be avoided, support people to find accommodation

Provide quality temporary housing to limit the impact of homelessness on health.

Identify and access support to address the underlying issues contributing to homelessness.

Provide:

To improve access to a range of accommodation and support options suitable for household needs.

Expand the existing portfolio of homes rented through SeaMoor Lettings

Develop housing management and development options to increase availability of housing.

To achieve our objectives we have recognised that housing and support options need to reflect the needs of the household to ensure positive outcomes are achieved and repeat homelessness is minimised. The review of homelessness in South Hams and West Devon has identified that four key groups of people for whom the experience of homelessness and the contributing factors are both complex and unique.

- SINGLE HOUSEHOLDS

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Single households

- Families
- Households with additional needs
- Rough Sleepers

Whilst the experiences and causes of homelessness across these groups is known to overlap, in order to continue to build on the proven track record of prevention work; it is essential that we look to examine and understand the barriers each group experiences when facing a housing need, to ensure best outcomes. Working proactively with our partners we can ensure we are able to offer advice and services that are tailored to the needs of those approaching us.

[Back to Main Page](#)

[Complete the Survey](#)



MAIN MENU

IN TOTAL **63,158** BAGS HAVE BEEN PLEDGED



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GREAT BIG SCHOOL CLEAN

JOIN OUR #BIGBAGCHALLENGE

At Keep Britain Tidy, we believe that every act to protect the environment, no matter how small, makes a difference.

And so, when hundreds of thousands of #LitterHeroes all join forces and take the same action at the same time, the difference we make is huge.

Back for its seventh year, our 2022 Great British Spring Clean takes place 25 March – 10 April.

This year the message is simple. Join our #BigBagChallenge and pledge to pick up as much litter as you can during the campaign.

You might choose to pick up just one bag, or you could set yourself a #BigBagChallenge like Danny and Jojo, who are collecting a bag of litter every day during Ramadan.

We've got loads of [tips and advice to help you get started](#) and cleaning up safely, so whether you're a litter-picking pro, or this is your first time, join the Great British Spring Clean and pledge to pick up a bag - or more – today.

If you are a school, please join our [Great Big School Clean](#).

PLEDGE TO PICK NOW

ITEM 8

CERG meeting notes - 25.01.22

18:30 - 20:00 via Zoom

Present:

Cllr Jacqi Hodgson

Maiken Hutchings (notes)

D ■ C ■

B ■ P ■

A ■ A ■ (Soundart radio)

L ■ C ■ (Totnes Museum)

T ■ C ■

I ■ B ■ (TRESOC)

Cllr John Cummings

J ■ F ■ (Totnes Climate Hub)

Cllr Ray Hendriksen

J ■ R ■

R ■ W ■

Notes:

- 1) Who is here: 20 sec introductions
- 2) Notes from the last meeting available
- 3) LC - Totnes Museum
 - Discussion about project that the museum is launching relating to climate change
 - Get people to think about how people lived in the past and what we can learn
 - Encourage people to contemplate climate, perhaps make a pledge
- 4) Totnes Talks discussion
 - Events during COP26 very successful. Recordings available on YouTube
 - J ■ F ■ wants to keep them going
 - Discussion on future talk topics
 - Planning & Development
 - Energy generation
 - Localism
 - Rewilding
 - DCC - Climate Assembly
 - Carbon Budgets v Net Zero

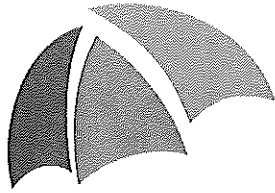
- 5) IB - Local renewable energy generation
 - Discussion on possibilities for local energy generation in the area
 - TRESOC keen to
 - "Transforming energy - the power of local " Toolkit
 - Solar PV on Totnes Pavilions Leisure Centre

- 6) JF - Totnes Climate Hub update
 - New name
 - Will be leasing one of front rooms in Mansion, moving in probably end of April
 - Outreach to all local sustainable/regenerative groups to showcase what is going on
 - A big public meeting at some point near opening / launch
 - Looking for more people to be involved

- 7) Wildlife / trees update
 - Trees for Totnes update
 - Mention of SHDC rewilding / verges report
 - Available here:
<https://mg.swdevon.gov.uk/documents/s27169/Enhancing%20Biodiversity%20on%20Council%20green%20spaces%20Consultation%20feedback.pdf>
 - Devon Wildlife Trust Big Bird Count weekend 29/30 January
 - Discussion regarding having signs in Totnes similar to Staverton where they have "Sustainable Staverton" on their town sign
 - Suggestion to discuss this further at the next meeting and for people to bring suggestions for what could be on the sign

- 8) MH - highlighted that Fore Street traffic calming measures, public consultation launched
 - More information can be found on the TTC website:
<https://www.totnestowncouncil.gov.uk/your-community/traffic-transport/>

- 9) Date of next meeting
 - Tuesday 15th February 2022 18:30 - 20:00 via Zoom



Caring Town

HR:

- Circlewise (criclewise.co) Circles for YP
- Circlewise Circles for communities at the Glade, Dartington
- Part of Natural Helpers scheme moving into KEVICC and will also work in sixth form
- Hearing experiences of others has big effect; particularly boys and young men): "answers from within" not taught

DO:

- Anxiety palpable amongst families, parents & carers about COVID
- Wholehearted and fullbodied play at Daisy & rainbow but missing out on experience with larger and wider groups, e.g. in parks
- Children missing huge level of building block essential to development
- *"We all need to play and we all need to connect"*

CH & HH

- FREE Youth Café starting today at St John's, Bridgetown
- Every Tuesday 15:30-17:00
- For secondary aged young people
- Space to chat, games, cakes, drinks and discussions
- Cakes cooked by church volunteers

PS: Please provide flyers to go up in the Mansion. Also Foodbank and Food in Community could support this, e.g providing ingredients

CA: Will put flyer/poster up in Bridgetown noticeboards

SD:

- Busy end to year
- Now focusing on strategy
- Taking on 2 x Kickstart apprentices onto what is a 'therapeutic employment' opportunity working with Pizza Pirates: **DOES ANYONE KNOW YPs ON Universal Credit LOOKING FOR AN OPPORTUNITY? CONTACT [REDACTED] on [REDACTED]@resilientlives.org.uk**

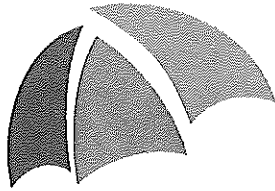
IB:

- Rotary supporting the library, Diptford School & Jamming Station
- If you think that the Rotary Club could provide advice and/or funding for your project, please contact [REDACTED] on [REDACTED]

PS:

- The Mansion is generating a better use of space particularly by YP (Jamming Station): Safe venues/safe spaces
- The Mansion- building Mental Health & Wellbeing

JB:



Caring Town

Item 9

KEEPING YOUNG TOTNES SAFE: 11 January 2022

Present: PS (The Mansion), CW (Caring Town & Chair), CH (Curate -St John's Church, HH (Youth Worker- St John's Church), SD (Resilient Lives & Pizza Pirates), IB (Rotary Club), HR (Circlewise & Natural Helpers), CA (Bridgetown Alive!), KM (Deputy Principle- KEVICC), MR (Practice Manager- Leatside Surgery), DO (Rainbow & Daisy Centre), LH (TRAYE Youth Worker), Cllr John Birch (SHDC), AB (Project Manager-Caring Town & notes)

Apologies: xxxxxxxxxxxxxxx

CW welcomed all. Overview of group.

Introductions.

MR:

- Mental health amongst young people (YP) has increased in pandemic
- Large increase in mental health enquiries: both YP and older people
- Primary Care Network (five surgeries) working with Devon Partnership Trust to develop Wellbeing Team: 1xAdult & 1x CYP mental health worker to be recruited
- Funding for above just secured
- Links with local services, referrals via Joy APP
- Link with CAMHS to be determined

PS: Are you able to identify triggers for current escalation?

MR: Anecdotal and broad range of triggers, e.g. loss of school (a haven), lack of social interactions, uncertainty, lack of early intervention (pent up demand), limited support.

- Second wave foreseen- a mental health crisis

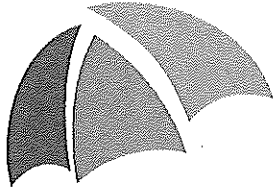
CH: Asked about Social Prescribing.

MR:

- Totnes Caring have 2x social prescribers and there is a Health & Wellbeing Coach (██████).
- To be relaunched as part of development of Wellbeing Team
- JOY APP for referrals (self and organisational). This APP will also provide rich data to inform Wellbeing focus through beneficiary feedback on intervention.

KM:

- Increase in families/Carers & YPs in crisis
- Very high CAMHS threshold: impact on staff
- Natural Helpers scheme helping a great deal



Caring Town

- Puppet making workshops facilitated Tony Gee of Creation Myth Puppets
- Themed around Climate Change for children and YP aged 8-16
- Create their own messages
- Held in February Half Term: 23-25 February (Totnes)
- Final event will be Sat 26th February
- Publicity pending

LH:

- Flat out at TRAYE
- Building up the Youth Can Make a Difference forum (65 yp): a voice for YP
- Buckfastleigh Youth Café strong with 50 yp: healthy food prep & the sharing of a meal
- Harbertonford: need to build up numbers again
- Dartington, Marldon & Rattery running well
- PLEASE PROMOTE 7 SHARE TRAYE'S YOUTH PROVISION

AB:

- Project focused on Mental health (Wellbeing), Young People & Isolation
- Prioritising meeting people to build picture of what is going on in Totnes (& district)
- Plan to develop the Space to Talk programme (being successfully delivered at KEVICC) into Primary Schools
- A Community Conversation around mental health and wellbeing at planning and development stage: one or more event to showcase what is available, to open up a discussion about mental health and what may be missing and how the community can respond to this crisis (the second wave of the pandemic).
- Planning for above event/s being driven by a working group
- Planning to set up a Mental Health & Wellbeing Keeping in Touch group (akin to this group) in the next few months.

ends

NEXT MEETING: TUESDAY 8TH MARCH 2022 at 11:00

Totnes Supporting Fairtrade**Minutes of Meeting December 2nd 2021 5.30 p.m. Seven Stars**

Present: Chairman: DH, PBH, LH, AA, WH, CS

Apologies EV, Cllr Jacqi Hodgson, F

1. Matters Arising

Shops and cafes have been visited.

P■■■■ had more stickers printed. £57.60 for 30 so we will only give to premises that are prepared to stick them in their windows! Brioche , Willow and Green café were given stickers. Pie Shop already had one.

Copness . We set up a fairtrade display and our pop up banner in St John's Church weekend of 5th -7th November .

Christmas tree L■■■■ and P■■■■ will decorate the fairtrade tree at the Methodist church on Friday 3rd December.

2. Treasurers Report

See Report sent separately.

£400 from the council needs accounting for to them.

Balance is £1112. 83

Insurance to be paid to Case Insurance early February.

3. SW Fairtrade Group

Devon's status as a fairtrade county has been renewed.

Fairtrade foundation now encourage us to work with other groups.

Status has to be renewed every 3 years. (Was every 2 years.)

The application involves writing 500 words about what we have done and 500 words about what we intend to do. D■■■■ to check when it is due..

4. Safeguarding

L■■■■ has access to safeguarding information and a policy that we could adopt..

5. Bay Horse Quiz night In aid of fair trade. Monday February 14th 8 p.m. Four first prizes and four encouragement prizes needed and items for a raffle. (The Quiz is now back in the pub and on line.)

6. Fairtrade fortnight

21st Feb till March 6th

Conference at KEVICC on Thursday 3rd March 9.30 -12 . The focus is climate justice and on coffee, cocoa and n bananas . ■■■■■, a coffee roaster from Owens, may be present . He has a partnership with coffee growing cooperatives in Ruanda, Peru and Ethiopia. He has offered a tour of owens to two children .

Competition could be to design a coffee mug. P■■■■ to ask ■■■■■ where he gets designs printed on mugs, and prize winners could have their design printed on a mug.

St John's , Landscope and Broadhempston schools attending. 51 children.

██████████ may be able to provide some drinks for this. C██████████ to ask her nearer the time. (Whole Earth Soft Drinks, from the people who created Whole Earth Nut Butters)

Some expenses, but visitors from overseas are not coming , W██████████ to ask DDE about their costs.

Fundraising

Money given by the Town Council (Jacqi) was specifically for Fairtrade fortnight and needs to be accounted for to them.

Big Brew

We will take part in this initiative on Saturday February 26th 10 -12 Methodist Church.

D██████████ to bring milk, sugar, cake. W██████████ -tea, biscuits, cake. C██████████ -coffee, cake.

Future venues The Seven Stars

AOB

We would like someone from the town council to be a rep on our committee as ██████████ has moved. P██████████ to approach Cllr Jill Hannam.

Next Meeting 5.30 p.m. Thursday January 20th 2022.

CAS 4.12.21