

AGENDA FOR THE FULL COUNCIL MEETING OF TOTNES TOWN COUNCIL

MONDAY 7TH NOVEMBER 2022 IN THE GUILDHALL

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

There are stairs to the Council Chamber but if any member of the public has mobility issues the Council can relocate to the lower Guildhall.

You are hereby **SUMMONED** to attend the Annual General Meeting of the Council, on **Monday 7th November 2022** at **7.00pm** for a maximum of 120 minutes the purpose of transacting the following business:

1. WELCOME TO ALL ATTENDING AND OBSERVING

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 120 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.

2. APOLOGIES FOR ABSENCE AND DECLARATION OF INTERESTS

To receive apologies and to confirm that any absence has the approval of the Council. The Mayor will request confirmation that all Members have completed or made any necessary amendments to their Declaration of Interests.

The Committee will adjourn for the following items:

Reports from County and District Councillors.

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

The Council will convene to consider the following items:

3. CONFIRMATION OF MINUTES

To approve and sign the minutes of the following Meetings:

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

- a. Full Council 3rd October 2022 – document attached.

To note the following minutes:

- b. Council Matters 10th October 2022 – document attached.
- c. Planning Committee 24th October 2022 – document attached.

4. CONSIDERATION OF ANY MATTERS ARISING REQUIRING A DECISION

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

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

- a. Full Council 3rd October 2022.
- b. Council Matters 10th October 2022.
- c. Planning Committee 24th October 2022.

5. NEIGHBOURHOOD PLAN

To consider the proposed modifications to Policy C12 – Former Dairy Crest Site. Document attached.

6. PLANNING APPLICATION 3136/22/OPA

To make recommendations on planning application 3136/22/OPA - Hybrid planning application for mixed use development comprising: Outline Permission comprising circa 25 Residential Units, circa 20 Holiday Lodges, a Spa/Concierge building (circa 500sqm), circa 1100sqm Commercial space, demolition of existing structures (apart from Brunel building & chimney) provision of open space & surface water attenuation, parking & associated infrastructure. Full Permission for Change of Use of Brunel building. Former Dairy Crest Site, Totnes. See <http://apps.southhams.gov.uk/PlanningSearchMVC/Home/Details/223136> and document attached.

7. MEETING CALENDAR FOR 2023

To note the calendar of Council meeting dates for 2023 and the suspension of holding any non-statutory meetings (e.g. working groups) during the pre-election period. Document attached.

8. LIST OF MEETING DATES

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

9. NEXT MEETING

To note the next meeting date of Monday 5th December 2022, 6.30pm public session, 7.00pm formal meeting in the Guildhall.

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

10. CONFIDENTIAL ITEMS FROM COMMITTEE (Standing Item)

To consider any recommendations or matters arising that are considered confidential in nature. Document attached.

11. ELMHIRST PROJECT

To consider an update on the Elmhirst Site project and a review of the financial position (commercial). Verbal update.

Agenda produced by:

Catherine Marlton
Town Clerk
1st November 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 Council or Committee debates are permitted and anyone wishing to do so is asked to inform the Chairman of the respective Committee of their intention to record proceedings.

John Birch
SHDC Member for Totnes

Report to the Totnes Town Council
meeting to be held on Monday 7 November 2022

Market Square

I report on the following in respect of the above.

There is currently £200k approved for improvements to Totnes Market Square. This is unlikely to be sufficient to undertake the works that are required and there should be an increase provided for in next year's capital budget. I will be pressing for such an increase.

SHDC is undertaking further survey and design works. This will inform the Council as to what the additional costs will be.

I am informed that once SHDC officers know more, they will submit a request for approval for additional funds. In the interim, SHDC will use approved funds to progress works as appropriate.

SHDC officers have met with Harrison Sutton a number of times to discuss the works and have inspected the site with them (most recently on 13th September 2022). On their advice, SHDC are appointing civil & structural engineers to provide advice on both the required repairs to the steps and the resurfacing of the square. There is a meeting with the engineers and this to be followed by a meeting with the Town Council.

SHDC has undertaken some maintenance activities in the Square including surface cleaning and temporary seating repairs.

Plans for former Dairy Crest site

Fastglobe (Mastic) Ltd, a company based in Essex, has submitted a planning application for the development of the former Dairy Crest site. The proposal includes 20 detached holiday lodges, a spa with 9 apartments and 16 terraced houses.

Particulars of the application can be found on the SHDC planning website with reference 3136/22/OPA and there is facility for commenting.

The application falls well short of the adopted local plan policies for the site particularly when it comes to housing. The local plan provides for 62 homes

and yet the application only offers 25. Sadly there is no provision for affordable homes for local people to meet the current local housing need.

The Joint Local Plan calls for "sensitive and high quality design" This seems to be sadly lacking in the application along with other important aspects of the local plan which I will highlight in later reports.

Conservative Councillors vote for an Investment Zone in South Hams

At a recent SHDC Full Council meeting Conservative councillors voted to accept the government's request to place an Investment Zone in South Hams. The move to introduce an Investment Zone was opposed by Liberal Democrat, Green and Independent councillors. Unfortunately the vote was lost by 13 votes to 11.

The government request was sent out on 2 October 2022 and it wanted a response on 14 October 2022 leaving no time for consultation with town and parish councils as well as residents.

Investment Zones are part of the government's plan for economic growth and come with financial incentives for those involved. However they come with disadvantages especially in the area of planning controls and the environment. They are also very costly in respect of government expenditure.

The government's guidance note on Investment Zones states that proposed developments in these zone will benefit from a "liberalised planning process" as a result of a "new faster and more streamlined planning consent". There is no explanation as to how this will be achieved. SHDC officers were unable to answer questions relating to reduced planning controls.

There is a real danger Investment Zones will not only allow developers to override local planning policies but also ignore environmental regulations. This could result in a free for all for developers.

As a result of the vote SHDC has now taken the first step in bringing an Investment Zone to South Hams. This decision, taken without any consultation with residents, towns and parish councils should be reversed as and when the opportunity arises.

At the time of writing this report it is being reported the government may withdraw its Investment Zones on the grounds they are too costly.

Gas Main replacement

I have received a letter from Wales and West Utilities reporting on the upcoming gas pipe upgrade works to be undertaken in Totnes and a copy is attached for information.

Waste performance figures

It has been reported that for the year 2021/2022 the recycling rates in South Hams fell by 8%, the biggest drop in the County. The rate for the whole county was a drop of 0.2%.

This very disappointing figure is further evidence of the failure of the privatised waste collection service.

The waste service has now been brought back in-house and it shows signs of improvement.

Cllr John Birch
SHDC Member for Totnes
31 October 2022.

Wales & West House
Spoooner Close,
Celtic Springs, Coedkernew
Newport NP10 8FZ

Ty Wales & West
Clos Spooner,
Celtic Springs, Coedcernyw
Cosnewydd NP10 8FZ

24 October 2022

Totnes Gas Pipe Upgrade

Dear Cllr Birch

I want to let you know about our upcoming gas pipe upgrade work in Totnes. This work will make sure that we keep the gas flowing to heat homes and power businesses in the area, so the local community are safe and warm for generations to come. It will make sure the gas network is ready to transport green gases like hydrogen and biomethane, so we can all play our part in a green future.

The first phase of our work will start on 4 January on South Street and Fore Street, and barring any engineering difficulties, we expect to finish in May 2023. We will be returning in January 2024 to complete the second phase of our work.

We know our work can be disruptive, so we have worked closely with Devon County Council to keep disruption to a minimum. To keep the local community, road users and our colleagues safe, traffic management will be in place throughout our work.

- Between 4 January and 12 February, a road closure will be in place on South Street.
- Between 4 January and 31 March a road closure will be in place on Fore Street between the junction of Station Road and the Arch.

During our gas pipe upgrade work, High Street will be closed to cars, but pedestrian access will be maintained. Diversion routes will be clearly signposted for market traders and deliveries.

Ahead of our work we have written to all homes affected by this gas pipe upgrade and our team will be visiting local businesses to let them know what to expect while

Wales & West Utilities Limited

Registered Office/Swyddfa Gofrestredig: Wales & West House, Spooner Close, Celtic Springs, Coedkernew, Newport NP10 8FZ.
Registered in England and Wales number 5046791

 Smell gas? Call us free on **0800 111 999*** **7**
Aroglu Nwy? Foniwch Ni Am Ddim

* All calls will be recorded and may be monitored. For information on our privacy policy see: www.utilities.co.uk/legal
* Califf pob galwedd ffrón el gofnodi ac etfalia'i fonitro. I gael gwybodaeth am ein polisi preifatrwydd, gweler: www.utilities.co.uk/legal

 0800 912 2999
 enquiries@wwutilities.co.uk
 www.utilities.co.uk
 wwutilities
 @wwutilities
 @wwutilities

we are working. All local businesses will be open as usual and we will accommodate trade deliveries where possible.

We appreciate that while we work hard to keep disruption to a minimum, our work can still have an impact. Any local traders who feel their business has been adversely affected by our work can apply for compensation under the Gas (Street Works) Compensation for Small Businesses Regulations 1996. Applications will be assessed for any losses incurred that can be shown to be as a result of our work. We will deal with each case individually, responding to traders directly.

This essential gas pipe investment work is part of our multi-million-pound 30-year gas pipe investment programme across the south west of England and Wales. This work is essential to keep the gas flowing to local homes and businesses today, and to make sure the gas network is ready to transport hydrogen and biomethane, so we can all play our part in a green future.

I hope this letter gives you the information you need on our work, but if you have any further questions, please do not hesitate to contact my colleague Reece Emmitt on 07977059946 or email tenecia.inniss@wwutilities.co.uk.

Yours sincerely

Abby Smith
Programme Controller
Wales & West Utilities

About us

We are Wales & West Utilities, the gas-emergency and pipeline service across Wales and the south west of England. Every day our skilled and dedicated colleagues do their very best to keep our 7.5 million customers safe and warm, with a gas network they can rely on and a level of service they can trust.

We don't sell gas – instead we use our extensive network of pipes to transport gas to homes and businesses throughout Wales and the south west of England. We respond to gas emergencies and we invest in our network, connecting new properties and upgrading old metal pipes to new long-lasting plastic ones, to make sure the communities we serve receive a safe and reliable gas supply for generations to come.

It's a vital service – and one we are extremely proud to deliver.



ITEMS 3A + 4A

DRAFT MINUTES FOR THE MEETING OF TOTNES TOWN COUNCIL
MONDAY 3RD OCTOBER 2022 IN THE GUILDHALL

Present: Councillors E Price (Chair), M Adams, G Allen, T Bennett, J Cummings, J Hannam, J Hodgson, A Oliver, P Paine, B Piper, S Skinner and V Trow.

Apologies: Cllrs Collinson, Hendriksen, Stopp and Webberley.

In Attendance: District Cllrs Birch and Sweett, members of the press and public, S Halliday (Governance and Projects Manager), P Bethel (Town Sergeant).

1. WELCOME TO ALL ATTENDING AND OBSERVING

2. APOLOGIES FOR ABSENCE AND DECLARATION OF INTERESTS

To receive apologies and to confirm that any absence has the approval of the Council. The Mayor will request confirmation that all Members have completed or made any necessary amendments to their Declaration of Interests.

The apologies were received and accepted.

The Committee will adjourn for the following items:

Reports from County and District Councillors.

- a. County Cllr Hodgson
- b. District Cllr Birch
- c. District Cllr Rose
- d. District Cllr Sweett

It was RESOLVED to suspend standing orders.

a. County Cllr (C Cllr) Hodgson had circulated a report and updated on: bus services in Bridgetown; an area visit with the Devon County Council (DCC) Highways Officer to point out ongoing problem areas which she has raised; freeports in relation to County and District Council financing; cost of living crisis – work by Food In Community and Devon Libraries providing warm spaces; and the DCC Climate Emergency Plan is now available. Cllrs asked about bus routes in the area and the necessity of using double decker buses - could the buses not be smaller to accommodate the residential and rural roads? C Cllr Hodgson will raise this point at DCC Full Council.

b. District Cllr (D Cllr) Birch had circulated a report and updated on the changes to the waste collection contract. Cllrs asked who would be held accountable for the financial implication of cancelling the waste contract, and the possibility of River Dart landing stage repairs being crowd funded. D Cllr Birch suggested that any community repair of the landing stage would require the permission of Dartington Trust as the land owner and the Environment Agency.

- c. District Cllr Rose was not present and no report had been received.
- d. District Cllr Sweett had circulated a report (not received by all) and updated on: the need to means test the new garden waste collection fee along with promotion of community composting schemes; a pause on Fusion's plans to invest in improvements to the facilities at the Pavilions given the current economic climate and rise in interest rates for borrowing; the public meeting about the skatepark which will see some redesign of the site to improve sound proofing to address residents' concerns; and the two parallel broadband fibre installations ongoing in the town. Cllrs asked about freeports.

The Council reconvened.

3. CONFIRMATION OF MINUTES

To approve and sign the minutes of the following Meeting:

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

- a. **Full Council 5th September 2022.**

It was **RESOLVED** to approve and sign the minutes.

To note the following minutes:

- b. **Council Matters 23rd September 2022.**

Noted.

- c. **Town Matters Committee 26th September 2022.**

Noted.

4. CONSIDERATION OF ANY MATTERS ARISING

To consider any matters arising from the Minutes and to approve any recommendations from Committees:

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

- a. **Full Council 5th September 2022.**

No matters arising.

- b. **Council Matters 23rd September 2022.**

4 – Town Clocks. It was **RESOLVED** to suspend standing orders. D Cllr Birch questioned whether a Town Council could legally cease maintenance of the church clock citing previous issues in other towns that have taken this decision. *The Council reconvened.*

It was **RESOLVED** unanimously that the issue is referred back to the Council Matters Committee to investigate the cost of repairs to the clock and to check the legal responsibility of the Council for maintenance.

17 – Elmhirst Project. It was **RESOLVED** unanimously to discuss the issue of finances under Part 2.

- c. **Town Matters Committee 26th September 2022.**

3 – Air and Water Quality Concerns. It was **RESOLVED** unanimously that a meeting is held for local stakeholders including representatives from river user groups, community groups and monitoring authorities. Invitees to include: Rowing Club, Canoe Club, SHDC planning, SHDC

environmental health, South West Water, Westcountry Rivers, Dynamic Adventures, Dart Harbour Authority, Surfers Against Sewage, DCC Highways, DCC Public Health, Buckfastleigh TC, Staverton PC, Berry Pomeroy PC, Anthony Mangnall, and the local media.

4 – Cost of Living Meeting. The officer updated that there should be an amendment the wording of the resolution to 'ask the Paige Adams trust' if the Civic Hall can be used which was **AGREED**. It was **RESOLVED** unanimously that in lieu of the currently vacant TTC community coordinator role, alternative co-ordination support provision is investigated to empower and facilitate a joined-up community response. This could be funding a part-time post within one of the community organisations. Also, that the Paige Adams Trust will be asked if the Civic Hall can be made available, if needed, to provide one venue that can be used by multiple community support projects one day a week to reduce individual costs.

5. NEIGHBOURHOOD PLAN

To consider the following options open to the Council following the Neighbourhood Plan hearing into Policy C12 – Former Dairy Crest Site:

- a. To make modifications to the policy as currently drafted, working with SHDC and the landowner to find wording that all can agree and to consider any additional budget allocation for professional fees;
- b. Withdraw Policy C12 from the draft plan and proceed with the plan as draft and consulted on at Regulation 14 stage, with a view to making an amendment to the plan after referendum;
or
- c. Do nothing and wait for the Examiner's report.

Cllrs Allen and Price gave an overview of the recent hearing conducted into Policy C12 Former Dairy Crest Site, and Cllr Piper spoke about an informal meeting with a planning professional who has been suggested to undertake the modification of the policy which he believes would not be too lengthily or costly. The Officer updated that clarification had been received from the Examiner that any modification to the plan should focus on the viability test and meeting basic conditions, ideally engaging with South Hams District Council and the landowner – the modifications do not need to contain any suggested revisions requested but engagement is recommended. Council agreed unanimously that there should be engagement with SHDC but no engagement with the landowner in the process of modifying the policy and therefore that the resolution should omit language referring to the landowner.

It was **RESOLVED** unanimously that the Council make modifications to Policy C12 as currently drafted, working with South Hams District Council to find wording that all can agree. It was **RESOLVED** to discuss funding of professional fees under Part 2.

6. COMMITTEE MEMBERSHIP

To consider Cllr Hannam's resignation from the Town Matters Committee (having taken up a seat on the Council Matters Committee:

It was **RESOLVED** unanimously to accept Cllr Hannam's resignation from the Town Matters Committee.

7. LIST OF MEETING DATES

To note a list of upcoming meeting dates.

Noted.

8. NEXT MEETING

To note the next meeting date of Monday 7th November 2022, 6.30pm public session, 7.00pm formal meeting in the Guildhall.

Noted.

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

Cllrs Adams and Skinner left the meeting at 20.15hrs.

9. CONFIDENTIAL ITEMS FROM COMMITTEE (Standing Item)

To consider any recommendations or matters arising that are considered confidential in nature.

Council Matters Item 17 – it was **RESOLVED** unanimously that the upper limit of delegated authority be raised to £65K. Cllr Price highlighted that this increase was for legal support to answer ongoing questions, not for any future actions.

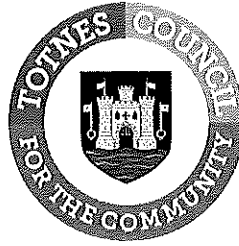
Item 5 - Neighbourhood Plan. It was **RESOLVED** to allocate £2.5K to cover for professional advice as part of the policy modification process.

10. ELMHIRST PROJECT

To consider any update on the Elmhirst Site project (commercial).

The Officer updated that there had been no communication from the TDA, KEVICC or the Department for Education.

Cllr Emily Price
Mayor



DRAFT MINUTES FOR THE MEETING OF COUNCIL MATTERS MONDAY 10TH OCTOBER 2022 AT 6.30PM IN THE GUILDHALL

Present: Councillors B Piper (Chair), J Hodgson, P Paine and E Price.

Apologies: Cllrs Adams and Hannam.

In Attendance: Member of the public, Cllr Cummings, C Marlton (Town Clerk), C Bewley (Finance, HR and Lettings Manager).

1. APOLOGIES FOR ABSENCE

The Chair read a statement about how the meeting would be conducted and recorded.

The apologies received were accepted by the Committee.

The Committee will adjourn for the following items:

PUBLIC QUESTION TIME

A member of the public asked about the Community Grants being considered today and the lack of publication of the application forms. The Clerk explained that the resources available are limited and will suggest to some applicants that they approach the Paige Adams Trust for assistance.

The Committee will reconvene to consider the following items:

2. CONFIRMATION OF MINUTES

To approve the minutes of 23rd September 2022 and update on any matters arising.

The minutes were unanimously **AGREED** as an accurate record of the proceedings. The Clerk updated that the Civic Hall pillar art project is expected to start in the Spring Term, and the town clock and Elmhist Project items will be discussed in Part 2.

3. BUDGET MONITOR

To consider the Budget Monitor.

It was **AGREED** to accept the budget monitor. There were no questions.

4. BUDGET PROJECTIONS

To consider the initial 2023/24 budget projections.

The Clerk updated that a proposed budget for next year is currently being drafted and there are two areas of increased spend to make the Committee aware of: staff costs based on the pay deal that has been offered; and utilities costs based on recent increases. Whilst the budget is usually agreed by Council in December, this might have to be pushed back to January due to receipt of the necessary details from South Hams District Council about the precept for next year (which is not expected until December).

6. VISIT TOTNES GUIDE AND PROMOTION

To consider the format of the Visit Totnes Guide for 2023, its promotion and the budget.

The Clerk highlighted that the income from advertising on the website and in the guide could be impacted in the current economic climate. It was **RESOLVED** unanimously to give the Clerk delegated authority to make the decision on the format based on a further conversation of the options with the Communications and Marketing Manager.

7. ELIZABETHAN MARKET

To consider caretaking support for the Elizabethan market in 2023.

It was **AGREED** to discuss this item under Part 2 as there is a staffing element.

8. ARTS WORKING GROUP

To consider the actions from the Arts Working Group held on 21st September 2022.

Noted. There were no actions requiring a Committee decision.

The Committee resolved to suspend Standing Orders to enable an update from District Councillor Sweett.

District Cllr Sweett spoke about the site visit to the Civic Hall annex which she had been invited to attend by the South Hams District Council Heritage Officer, the discussion of the heritage aspects of the building and the number of complaints that she has received on the change of use of this area to offices.

The Committee reconvened to consider the following items.

5. COMMUNITY GRANT SCHEME APPLICATIONS

To consider the applications for the community grant scheme.

Cllr Hodgson declared a personal interest in relation to the TRAYE application. It was **AGREED** that due to oversubscription of grant funding, the successful applications should focus on helping with the cost of living crisis. The supported projects will be spent in the interests of the area of its inhabitants and will benefit them in a manner commensurate with expenditure, as per the spending powers under section 137 of the Local Government Act 1972. The Council Matters Committee **RESOLVED** unanimously to allocate £25,042 to Community Grant applicants listed below, £14,042 of which is considered S137 expenditure.

Applicant	Project	Amount requested	Total project cost £	% of total cost	Grant Awarded
Apricot Centre Wellbeing Service	Gather & Nourish	1620	1620	100.0	FULL £1,620 grant awarded. S137 allocation.
Be Buckfastleigh	Hello Summer 2023	£10,000	37,801	26.5	20% £2,000 grant awarded. S137 allocation.
Caring Town	We Care about...The Cost of Living Crisis:	3100	6200	50.0	FULL £3,100 grant awarded. S137 allocation.
Citizens Advice South Hams	Totnes Community Outreach Programme	7,000	9,800	71.4	FULL £7,000 grant awarded. Power to support CAB.

Dynamic Adventures CIC	Community projects	6000	12,000	50.0	Nil. Refer to Paige Adams Trust.
Earthjump CIC	Community Cafe	970	1370	70.8	Nil. Refer to Paige Adams Trust.
JAMMING STATION CIC	Firebird Nov 22 - Mar 23	1995	1995	100.0	Nil. Refer to Paige Adams Trust.
KEVIC Site Foundations Charity (The Mansion)	Installation of electric instant heater taps	2800	5600	50.0	Nil. Refer to Paige Adams Trust and/or consider funding through TTC Climate Change budget.
Movement for Life community group	Moving in Community	£1,621.00	£2,281.00	71.1	Nil. Refer to Paige Adams Trust.
Participate Arts CIC	Creative Connections Round 2	£1,000	£4,200	23.8	FULL £1,000 grant awarded. \$137 allocation.
Resilient Lives CIC	Pop up Pirates	5610	13280	42.2	20% £1,122 grant awarded. \$137 allocation.
Skate to the Max	Skateboard Deck Pressing Workshops for young people	2266.5	£14,666.48	15.5	Nil. Refer to Paige Adams Trust.
St Mary's Totnes Heritage Trust	Totnes Community Charter	£5,590	£5,590	100.0	Nil. Refer to Paige Adams Trust.
Stepping Stones	Stepping Stones Totnes Community Food Club	3000	?	?	80% £2,400 grant funded. \$137 allocation.
Totnes Bike Hub CIC	Re-Loved Bike Project	3,996	3,996	100.0	Nil. Refer to Paige Adams Trust and/or consider funding through TTC Climate Change budget.
Totnes Caring Ltd	Transport Coordination	4,000	18,073	22.1	FULL £4,000 grant awarded. Powers for Community Transport.
Totnes Community Tennis Club	Community Sensory Garden Project	2000	2000	100.0	Nil. Refer to Paige Adams Trust and/or consider public realm budget contribution.
Totnes Pulse	The Totnes Pulse Magazine	5,000.00	5,000.00	100.0	Nil. Refer to Paige Adams Trust.
Transition Town Totnes (TTT)	Totnes Climate Hub	£1,870	1870	100.0	Nil. Refer to Paige Adams Trust and/or consider funding through TTC Climate Change budget.

TravellerSpace	Moving Forward - Supporting Gypsies & Travellers in Totnes	5,000.00	15,000.00	33.3	16% £800 grant funded. £137 allocation. Encourage group to work with and integrate with existing organisations, for example Stepping Stones, SHDC Traveller Forum.
TRAYE	The Totnes Young People's Free Zone.	3,799.00	5,663.00	67.1	53% £2,000 grant awarded. £137 allocation. Refer to Paige Adams Trust.
Total		78,237.50	168,005.48	46.6	£25,042

9. DATE OF NEXT MEETING

To note the date of the next meeting of the Council Matters Committee – Monday 14th November 2022 at 6.30pm in the Guildhall.

Noted.

*The Committee will be asked to **RESOLVE** to exclude the press and public "by reason of the confidential nature of the business" to be discussed and in accordance with the Public Bodies (Admission to Meetings) Act 1960. (CONFIDENTIAL by virtue of relating to legal and/or commercial matters, staffing and/or the financial or business affairs of a person or persons other than the Council)*

10. BANK STATEMENTS AND RECONCILIATIONS (Standing Item)

To consider the bank statements and reconciliations for September.

These were reviewed and unanimously **AGREED**.

11. CIVIC HALL ANNEX

To consider an update on the Civic Hall annex (commercial).

It is **RECOMMENDED** to Full Council that:

- a) To consider withdrawing the full and listed building applications for the Civic Hall Annex and Ramp upgrades, with a view to resubmitting both to prioritise remedial work to the shell of the building (namely the roof, ceiling space, windows and stone work).
- b) To consider an extension to the current office space of the Town Council.

12. GUILDHALL FLAT RENT

To consider the annual rent increase for the Guildhall Flat rent (effective December 2022) (commercial).

It was **AGREED** to delay the rent increase on the Guildhall Flat until further decisions on assets are taken.

13. CHRISTMAS LIGHTS

To consider any future Council role in arranging the wider Christmas lights in the town (commercial).

No decision was required because no formal request had been received from the Chamber of Commerce. It was noted that a future decision may be required.

14. TOWN CLOCKS

To re-review current and projected maintenance and repair costs as requested by Full Council

The Committee reviewed the item as requested by Full Council. It was unanimously **RECOMMENDED** to Full Council that given the legal issue identified with funding church property the Council would continue to service and maintain the Town Clock in Eastgate but not the Church clocks in town

15. STAFFING UPDATE

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

None.

Catherine Marlton
Town Clerk
October 2022

DRAFT



Item 3c + 4c

DRAFT MINUTES FOR THE PLANNING COMMITTEE

MONDAY 24TH OCTOBER 2022 IN THE GUILDHALL

Present: Councillors G Allen (Chair), S Collinson, J Cummings, J Hodgson and P Paine.

Apologies: Cllr Bennett.

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 and recorded.

The Committee will adjourn Standing Orders for the following items:

PUBLIC QUESTION TIME

There were no members of the public present.

The Committee reconvened Standing Orders.

2. CONFIRMATION OF MINUTES

To approve the minutes of 18th July 2022 and update on any matters arising.

The minutes were approved as an accurate record of proceedings.

3. TREE WORKS APPLICATIONS

To make recommendations on the following tree works applications:

3a. 1031/21/TPO – G1: Hazel, Sycamore, Plum - Crown height reduction by a third and lateral reduction back to kerb line, T1: Sycamore - Coppice to ground level. Trees blocking light, overhanging parking area and causing issues with telephone cables. Land opposite 1-4 Westward Close, Totnes, TQ9 5HB.
Support.

3b. 3400/22/TCA – T1: Holly – damaged by previous actions carried out by unknown persons, leaving it of low amenity value – dismantle and fell to ground level. Angel Yard Cottage, South Street, Totnes, TQ9 5DZ.
Object to dismantling the tree given its importance to wildlife but would support a light trimming back.

4. PLANNING APPLICATIONS

To make recommendations on the following planning applications:

4a. 3136/22/OPA - Hybrid planning application for mixed use development comprising: Outline Permission comprising circa 25 Residential Units, circa 20 Holiday Lodges, a Spa/Concierge building (circa 500sqm), circa 1100sqm Commercial space, demolition of existing structures (apart from

Brunel building & chimney) provision of open space & surface water attenuation, parking & associated infrastructure. Full Permission for Change of Use of Brunel building. Former Dairy Crest Site, Totnes.

It was **AGREED** to request a site visit. It was **AGREED** to defer any comments on the application until modifications to the Totnes Neighbourhood Plan Policy C12 – Former Dairy Crest Site have been considered by Full Council in November, where this application will then be discussed.

4b. 1525/22/HHO - Householder application for removal of existing UpVC conservatory & erection of single storey extension, insertion of two roof lights and replacement of exiting windows. 5 Bank Lane, Totnes, TQ9 5EH.

Support. However, the Committee would prefer to see all window frames in the same material (preferably timber or metal).

4c. 1685/22/HHO - Householder application for proposed alterations to roof, single storey rear extension & 2No. balconies. Monksway, Ramparts Walk, Totnes, TQ9 5QH.

Cllr Allen declared a personal interest.

Support.

4d. 3166/22/LBC - Listed Building Consent for alterations to ground floor shop unit including internal redecoration, new signage & reconfiguration of internal stairs. 29 High Street, Totnes, TQ9 5NP.

Support.

4e. 3008/22/FUL – Relocation of condensing unit. Catherine House Surgery, New Walk, Totnes, TQ9 5HA.

Object as the proposal is unneighbourly. The Committee has concerns about the noise pollution that the increase in number of condensing units will create in a residential area, particularly given the objections to the application registered by those in neighbouring properties based on the disturbance caused from the current condensing unit.

4f. 3065/22/HHO – Householder application for proposed alterations & extension to dwelling, garage extension, extension to raised terrace. 6 Farwell Road, Totnes, TQ9 5LJ.

Support.

4g. 3014/22/HHO - Householder application to replace doors, extend existing first floor balcony replace second floor window to patio doors & add Juliet balcony. Riverview, South Street, Totnes, TQ9 5DZ.

Support.

4h. 2788/22/FUL – Application for car port. 3 Polperro, Priory Gardens, Totnes, TQ9 5HT.

Support.

4i. 2798/22/FUL – Replacement of sash windows. Flats 1, 2, 3, 4 & 5 The Plains, Totnes, TQ9 5DR.

Support.

4j. 3097/22/FUL – Retrospective planning for a small storage shed for storage of grocery cages. 1-2 Bridgetown Post Office, Christina Parade, Totnes, TQ9 5UU.

Support.

5. BALTIC WHARF

To consider a report on the Baltic Wharf area and a draft recommendation to Full Council.

Following discussion it was **AGREED** to amend the recommendation to reference the pollution load from additional housing and to remove reference to 'alternative' plans (as marked up below).

It was **AGREED** to ask South West Water for a review of sewage provisions for the town at the meeting which Cllr Cummings is arranging.

To **RECOMMEND** to Full Council that Totnes Town Council fully supports the aims and objectives set out in District Councillor McKay's report for the following reasons:

1. The town of Totnes has a long maritime history and the Baltic Wharf Boat Yard is part of that heritage. In the past this association with the sea has brought prosperity to the town and we believe it could do again, through the creation of highly skilled and well paid jobs at Baltic Wharf.
2. The changing nature and the growing potential within the marine sector presents a real opportunity to develop Baltic Wharf as a thriving marine centre and one which would also make a significant contribution towards the development of the local green economy.
3. Baltic Wharf's location along with the unique facilities it offers makes it ideal to be developed as a marine centre and it would enhance the town.
4. Most of the businesses and local organisations associated with marine industries support these alternative proposals and would benefit from a vibrant marine centre at Baltic Wharf, and many feel their business could be damaged if the housing proposals went ahead and the yard was reduced to one third its current size.
5. By preserving Baltic Wharf and building on what is there already, the huge carbon cost of the proposed housing development will be avoided, the burden on local services and the pollution load of another 100+ households will be avoided, the only road access to the river for large loads will be maintained, the existing businesses at Baltic Wharf will be protected and allowed to grow.

6. MOTORHOMES AT LONGMARSH

To consider the trial of motorhome overnight parking at Longmarsh and South Hams District Council's request for feedback on this policy.

To **RECOMMEND** to Full Council that it supports the continuation of overnight parking at Longmarsh car park on the basis that SHDC makes longer term provision for toilets, showers and chemical toilet emptying at the site. This is to mitigate motorhome users emptying toilets into the hedges and river, and public defecation in the area which has been reported to the Council over the past couple of years.

7. TORBAY LOCAL PLAN – HOUSING SITE OPTIONS CONSULTATION

To consider the Torbay Local Plan Housing Site Options consultation and make a recommendation to Full Council [consultation closes on 21st November].

It was **AGREED** to circulate a draft response to the consultation outside of Committee for comments and an agreed additional text to go to Full Council in November.

To **RECOMMEND** to Full Council that it responds to the Torbay Local Plan Housing Site Options Consultation with the following comments:

- Consideration needs to be given to the planning impact and effects of more properties on neighbouring authorities. For example, the impact of developments and subsequent increase in vehicular journeys on the Air Quality Management Area along the A385 in Totnes, Berry Pomeroy and Dartington.
- A robust transport plan is needed for the Torbay area and the proposed housing site options.
- Flood risk assessment – how will the proposed site options impact on the adjacent area or infrastructure?
- Water Treatment – there is already an issue with sewage problems along the bay’s coastline. What water treatment provisions are planned alongside this increase in development to improve the water quality of the beaches?

8. TRAFFIC AND TRANSPORT FORUM

To consider any recommendations from the Traffic and Transport Forum held on 28th September 2022.

To **RECOMMEND** to Full Council that it sends a letter of concern to relevant stakeholders (including relevant Devon County Council officers) regarding the issues around recently amended and reduced bus services in and around Totnes.

To **RECOMMEND** to Full Council that it considers the issue of pedestrian safety around the Lamb and Heaths Nursery car parks, specifically how it might be able to financially support the implementation of pedestrian safety measures, such as a zebra crossing, and drafts a pedestrian safety strategy for the town.

9. FIBRE BROADBAND INSTALLATION

To consider the two fibre installation projects in the town and the suggestion of whether to request to cease roll out in Totnes.

To **RECOMMEND** to Full Council that it registers its preference for ducting/below ground fibre installations rather than above ground solutions with the South Hams District Council designated officer for fibre rollout projects.

10. MINI BUDGET IMPACT ON PLANNING

To consider the impacts on planning from the mini budget announced 23rd September and a draft recommendation to Full Council that it writes to the local MP, District and County Councillors to raise concerns.

Cllr Cummings explained the background to the proposal and that despite the reversal of the mini-budget many of the issues identified are still very much apparent.

To **RECOMMEND** to Full Council that it writes to Anthony Mangnall MP, and to Conservative councillors at South Hams District Council and Devon County Council, calling on them to uphold the promises made at the time of the EU Referendum and in the 2019 election manifesto, and to distance themselves from the recent announcements/policies identified below:

- Retained EU Law Revocation and Reform Bill
- Environmental Land Management Scheme
- Investment Zones – relaxation of planning laws and the impact on wildlife and the environment
- The reversal of the moratorium on shale gas extraction (‘fracking’)

11. RURAL MOBILITY STRATEGY

To note the publication of a joint rural mobility strategy for the South West by Peninsula Transport.

Noted.

12. EVENTS ON SOUTH HAMS DISTRICT COUNCIL LAND

To note the following events taking place on South Hams District Council land (no document):

- a. Dart Totnes Rowing Association Autumn Head Rowing Race, Saturday 19th November 0600-1900hrs, Longmarsh Car Park.

Noted.

13. DATE OF NEXT MEETING

To note the date of the next meeting of the Planning Committee – Monday 21st November 2022 at 6.30pm in the Guildhall.

Noted. It was also noted that the December meeting will be brought forward to 14th December.

Sara Halliday
Governance and Projects Manager

ITEM 4 – CONSIDERATION OF RECOMMENDATIONS

4a. Full Council, 3rd October 2022

No recommendations.

4b. Council Matters, 10th October 2022

Recommendations made in Part 2 – supporting documents in Cllrs confidential papers.

11. To consider an update on the Civic Hall annex (commercial).

It is **RECOMMENDED** to Full Council that:

- a) To consider withdrawing the full and listed building applications for the Civic Hall Annex and Ramp upgrades, with a view to resubmitting both to prioritise remedial work to the shell of the building (namely the roof, ceiling space, windows and stone work).
- b) To consider an extension to the current office space of the Town Council.

14. To re-review current and projected maintenance and repair costs as requested by Full Council.

The Committee reviewed the item as requested by Full Council. It was unanimously **RECOMMENDED** to Full Council that given the legal issue identified with funding church property the Council would continue to service and maintain the Town Clock in Eastgate but not the Church clocks in town

4c. Planning Committee, 24th October 2022

5. To consider a report on the Baltic Wharf area and a draft recommendation to Full Council.

To **RECOMMEND** to Full Council that Totnes Town Council fully supports the aims and objectives set out in District Councillor McKay's report for the following reasons:

1. The town of Totnes has a long maritime history and the Baltic Wharf Boat Yard is part of that heritage. In the past this association with the sea has brought prosperity to the town and we believe it could do again, through the creation of highly skilled and well paid jobs at Baltic Wharf.
2. The changing nature and the growing potential within the marine sector presents a real opportunity to develop Baltic Wharf as a thriving marine centre and one which would also make a significant contribution towards the development of the local green economy.
3. Baltic Wharf's location along with the unique facilities it offers makes it ideal to be developed as a marine centre and it would enhance the town.
4. Most of the businesses and local organisations associated with marine industries support these alternative proposals and would benefit from a vibrant marine centre at Baltic Wharf, and many feel their business could be damaged if the housing proposals went ahead and the yard was reduced to one third its current size.

5. By preserving Baltic Wharf and building on what is there already, the huge carbon cost of the proposed housing development will be avoided, the burden on local services and the pollution load of another 100+ households will be avoided, the only road access to the river for large loads will be maintained, the existing businesses at Baltic Wharf will be protected and allowed to grow.

6. To consider the trial of motorhome overnight parking at Longmarsh and South Hams District Council's request for feedback on this policy. [See attached note for background]

To **RECOMMEND** to Full Council that it supports the continuation of overnight parking at Longmarsh car park on the basis that SHDC makes longer term provision for toilets, showers and chemical toilet emptying at the site. This is to mitigate motorhome users emptying toilets into the hedges and river, and public defecation in the area which has been reported to the Council over the past couple of years.

7. To consider the Torbay Local Plan Housing Site Options consultation and make a recommendation to Full Council [consultation closes on 21st November].

To **RECOMMEND** to Full Council that it responds to the Torbay Local Plan Housing Site Options Consultation with the following comments:

Consideration needs to be given to the planning impact and effects of more properties on neighbouring authorities. For example, the impact of developments and subsequent increase in vehicular journeys on the Air Quality Management Area along the A385 in Totnes, Berry Pomeroy and Dartington.

A robust transport plan is needed for the Torbay area and the proposed housing site options.

Flood risk assessment – how will the proposed site options impact on the adjacent area or infrastructure?

Water Treatment – there is already an issue with sewage problems along the bay's coastline. What water treatment provisions are planned alongside this increase in development to improve the water quality of the beaches?

8. To consider any recommendations from the Traffic and Transport Forum held on 28th September 2022.

To **RECOMMEND** to Full Council that it sends a letter of concern to relevant stakeholders (including relevant Devon County Council officers) regarding the issues around recently amended and reduced bus services in and around Totnes.

To **RECOMMEND** to Full Council that it considers the issue of pedestrian safety around the Lamb and Heaths Nursery car parks, specifically how it might be able to financially support the implementation of pedestrian safety measures, such as a zebra crossing, and drafts a pedestrian safety strategy for the town.

9. To consider the two fibre installation projects in the town and the suggestion of whether to request to cease roll out in Totnes.

To **RECOMMEND** to Full Council that it registers its preference for ducting/below ground fibre installations rather than above ground solutions with the South Hams District Council designated officer for fibre rollout projects.

10. To consider the impacts on planning from the mini budget announced 23rd September and a draft recommendation to Full Council that it writes to the local MP, District and County Councillors to raise concerns.

To **RECOMMEND** to Full Council that it writes to Anthony Mangnall MP, and to Conservative councillors at South Hams District Council and Devon County Council, calling on them to uphold the promises made at the time of the EU Referendum and in the 2019 election manifesto, and to distance themselves from the recent announcements/policies identified below:

- Retained EU Law Revocation and Reform Bill
- Environmental Land Management Scheme
- Investment Zones – relaxation of planning laws and the impact on wildlife and the environment
- The reversal of the ending of the moratorium on shale gas extraction ('fracking')

[Note: the Government has reinstated this moratorium.]

ITEM 4.c.6 – MOTORHOMES AT LONGMARSH

Text of email from South Hams District Council about the trial of overnight parking at Longmarsh.

Background

In June 2021 we commenced a 12 month trial to allow motorhomes to park for a maximum of two consecutive nights at £10 per night to stay from 6pm until 10am in nominated car parks throughout the South Hams. This applied to motorhomes which are self-contained i.e. have on board toilet facilities only. The nominated car parks were as follows:

- **Longmarsh car park, Totnes**
- Cattlemarket car park, Kingsbridge
- Park & Ride car park, Dartmouth
- Leonards Road car park, Ivybridge
- Poundwell Meadow car park, Modbury

Signage was erected in the car parks stating the terms and conditions which included details of

1. the maximum permitted stay,
2. the code of conduct requesting responsible behaviour,
3. the requirement for vehicles to have toilets and
4. zero tolerance of anti-social behaviour.

Parking enforcement has taken place within the car parks during the trial to ensure the terms and conditions were adhered to and penalty charge notices were issued for non-compliance.

Performance

Overall, the policy has seen 1401 overnight stays within the nominated car parks. Highlights of the statistics are as follows:

Income generated was £14010 (the exec report prediction was £9600 for the 12 month trial) The top three locations are Longmarsh car park, Totnes (934 overnight stays), Park & Ride car park Dartmouth (239 overnight stays) and Cattlemarket car park, Kingsbridge (129 overnight stays).

Leonards Road car park, Ivybridge saw the least stays of 48 over 12 months followed by Poundwell Meadow car park, Modbury at 51 stays.

We have carried out 385 early/evening visits in addition to the daily car park enforcement checks

182 Penalty Charge notices have been issued for non-compliance

Some of the advantages of policy have been:

- Increased income in terms of car parking income and also the wider visitor economy
- Positive for tourism
- Effective management of motorhomes
- Positive news story for towns

Some of the disadvantages of the policy have been:

- Some increased antisocial behaviour – these issues have predominantly been at Longmarsh car park, Totnes and have included the eviction of individuals trying to stay long term within car parks, defecation in the car park etc
- Motorhomes not abiding by the terms and conditions of parking
- Some complaints for local residents
- Some users were disappointed there were not facilities such as chemical toilet disposal

Going Forward

SHDC is due to take a report to the Executive in December and propose recommending allowing motorhome parking to continue permanently as per the trial at the above car parks.

SHDC would welcome the Town Council feedback regarding the policy. Is there any advantages or disadvantages you have seen or experienced whilst the trial has been in operation. Would you like us to consider expanding the scheme to alternative car park within your town? Do you feel the policy has been a success?

ITEM 5 - NEIGHBOURHOOD PLAN

Modified Policy C12 – Former Dairy Crest

The former Dairy Crest site is designated for 'Mixed use - including 62 homes new homes and a range of business, commercial and community uses' in policy TTV22 of the Joint Local Plan. 62 homes are identified as the estimated provision of housing.

The Community Right to Build Order for the site has now lapsed and therefore a separate grant of planning permission is now needed for redevelopment of the site.

The site is of strategic importance to Totnes, being adjacent to the railway station, bounded by the River Dart and close to existing housing and employment development. This is why TTV22 focuses on mixed use, maximising benefits for the local community, economy and environment. Specific material considerations also identified in TTV22 are:

- Appropriate flood risk mitigation measures (including improvements to the leat to protect existing development downstream)
- Remediation of contaminated land
- Habitat enhancement
- Sensitive and high quality design which integrates with the existing area and the setting of nearby heritage assets.

Whilst the Community Right to Build Order has lapsed the placemaking principles it was founded on remain relevant to the redevelopment of the site. This plan carries them forward, recognising that what may now be achievable on the site may differ from the detail contained in the Community Right to Build Order. The strategic significance of the site, that it will be comprehensively redeveloped, and its potential to contribute to the promotion of low carbon transport, create an important opportunity for the site to be one of Totnes's exemplars of sustainable development.

Policy C12: Former Dairy Crest Site

Mixed-use redevelopment of the former Dairy Crest site for a range of business, commercial and community uses will be supported.

Flood risk mitigation measures (including improvements to the leat) must be included to both protect development on the site from flooding and reduce the risk of flooding elsewhere in Totnes. Works necessary for flood risk mitigation must maximise the developable area of the site.

Any such development must satisfy the following requirements:

Masterplan

Redevelopment of the site will be in accordance with a site-wide masterplan for mixed use of the site, addressing the following:

- a) Enhancement of biodiversity and habitats for the site as a whole and ecological connectivity with surrounding habitats including the ecological corridor of the River Dart and the South Hams Special Area of Conservation.

- b) High standards of design to:
 - i. Create a strong sense of place within the site and around the Brunel Building and the railway station
 - ii. Enhance the contribution the site makes to the character and quality of development of the town as a whole and integrate with the existing area
 - iii. Enhance the setting of the Brunel Building, Totnes Signal Box, and local non-designated heritage assets

- c) Provision of at least 62 homes, including live-work units, to meet local needs, including affordable housing in accordance with the other policies of this plan

- d) Provision of small units for commercial use to the maximum extent possible whilst meeting the other requirements of this policy, to:
 - i. Meet the needs of the local economy
 - ii. Make best use of strategic functions of the site
 - iii. Be in keeping with the design approach required above

- e) Restoration and reuse of the Brunel Building for community and public use.

Other Priorities

Where possible, existing rights of way adjacent to the site will be enhanced, including National Cycle Route 2, and new routes created within the site for pedestrians and cyclists, and access to open and green space increased.

Opportunities for promoting low carbon travel, employing low energy use materials and construction techniques, and incorporating renewable energy generation will be maximised across the site.

ITEM 6 – PLANNING APPLICATION 3136/22/OPA

3136/22/OPA - Hybrid planning application for mixed use development comprising: Outline Permission comprising circa 25 Residential Units, circa 20 Holiday Lodges, a Spa/Concierge building (circa 500sqm), circa 1100sqm Commercial space, demolition of existing structures (apart from Brunel building & chimney) provision of open space & surface water attenuation, parking & associated infrastructure. Full Permission for Change of Use of Brunel building. Former Dairy Crest Site, Totnes.

Overview of application. As per description above. The proposal would include parking for 100 cars. Please note that this is an outline planning application only so there are not drawings for all elements of the proposal (for example the proposed dwellings, lodges or spa/apartment building. There are a number of documents/reports on the SHDC website covering: flood risk; carbon reduction; contaminated land; heritage; ecology including bat emergence and preliminary roost appraisal, and arboricultural and tree protection; transport; noise; and design and access statement. See <http://apps.southhams.gov.uk/PlanningSearchMVC/Home/Details/223136>

The design and access statement includes:

- Change of use for the Brunel Pumping Station into a community facility, with the demolition of outbuildings and structure, retention of the chimney.
- Commercial space is for circa 10 units.
- 16 x 2/3 bed terraced houses 'railway cottages' in blocks (with off road parking and private amenity space at rear).
- 9 apartments over holiday lodge concierge and spa, including car parking.
- 20 eco holiday lodges.
- Pedestrian Plaza between Pumping House and new commercial building at the base of the chimney.
- Improved pedestrian access from railway station to the river.
- Removal of modern structure adjoining the Pumping House.

Comments on the application recorded on the South Hams District Council planning website as of 31st October 2022.

Devon & Cornwall Police Designing Out Crime Comments – request that the parking permission is sufficient to prevent future issues in the area, along with advice on standards for doors and windows, designing out crime and anti-social behaviour.

Historic England Comments – Historic England provides advice when our engagement can add most value. In this case we are not offering advice. This should not be interpreted as comment on the merits of the application.

SHDC Tree Officer Comments – Recommendation: Holding Objection on Arboricultural merit prior to satisfactory review and commentary upon requested supporting information (Baseline Tree Survey, Arboricultural Impact Assessment, Tree Protection Methodologies, Tree Constraints Plan, Site Monitoring Schedule. Full suite of supporting information given the nature of the application in terms of tree stock present on site in accordance with BS5837:2012). Upon receipt of the required information further commentary will be made. Reason for recommendation: The absence of information in accordance with BS5837 prevents officer confidence at this stage that the development may be constructed without

harm to sylvan features of significant amenity benefit contrary to Policy Dev 28 of The Plymouth and South West Devon Joint Local Plan 2014-2034.

South West Water Comments – confirmation that SWW can provide clean potable water and foul sewage services, no development permitted within 3 metres of public sewers, and the proposed method to discharge surface water disposal into the ground (infiltration) is acceptable and meets with the Run-Off Destination Hierarchy.

Torbay and South Devon NHS Comments - Torbay and South Devon NHS Foundation Trust (TSDFT) is currently operating at full capacity in the provision of acute, community and planned healthcare. The proposed development will create a potentially long-term impact on TSDFT's ability to provide its services in a safe, accessible and sustainable manner to current and new residents.

In requesting this contribution to mitigate the impact we have considered and ensured that it is compliant with the CIL Regulation 122 and Appendix G has been provided in order to assist the Local Planning Authority.

Section 106 of the Town and Country Planning Act 1990 (as amended) allows the Local Planning Authority to request that a developer contributes towards the impact a development creates on services. The contribution of £15,701 sought will go towards the gap in the funding created by each potential patient from this development. The detailed explanation and calculations are provided within the appendices.

Without the requested contribution TSDFT will still provide healthcare to all the new residents of the development however its ability to support health and wellbeing for everyone, provide quality of health services for all, and ensure sustainable use of NHS resources will be compromised. In particular the increased healthcare activity from this development without the required resources will lead to longer waiting times for all patients.

TSDFT would appreciate acknowledgement of the request for an S106 contribution relating to this development and confirmation that it will form part of the S106 agreement with the developers.

Public Comments – 11 public comments recorded on the application (as at 1 Nov): 4 support (good to see something planned for the site and not overdeveloped); 6 object (insufficient affordable housing/social rent, want to see the site developed by TCDS, air pollution onto the A385); and 1 was undecided (concerns about the impact of cars parking in neighbouring residential roads from the retail and community use aspects of the site).

CALENDAR OF TOTNES TOWN COUNCIL MEETINGS - 2023

	Full Council	Council Matters Committee	Planning Committee	Town Matters Committee	Council Assets and Public Realm	Arts and Events	Climate Emergency	Traffic and Transport Forum 3 Monthly Steering Groups Monthly (as required)	[Totnes Future Forum]
Officers attending /note taking	Monthly	Monthly	Monthly	Bimonthly	Bimonthly	Bimonthly	Monthly	Monthly (as required)	Quarterly
	Catherine Mariton /	Catherine Mariton / Christina Bewley	Sara Halliday	Sara Halliday / Lucy Ferrier	Christina Bewley / Tom Hussey / Sara Halliday	Lisa Baumback / Lucy Ferrier	Maiken Hutchings	Maiken Hutchings	Christina Bewley
Jan = 7	MEETING - 9 th	MEETING - 16 th	MEETING - 23 rd	MEETING - 30 th	None	None	MEETING - 17 th	MEETING - 25 th	MEETING - 11 th
Feb = 6	MEETING - 6 th	MEETING - 13 th	MEETING - 20 th	None	MEETING - 21 st	None	MEETING - 21 st	SG MEETING - 22 nd	None
Mar = 7	MEETING - 6 th	MEETING - 13 th	MEETING - 20 th	MEETING - 27 th	None	MEETING - 15 th	MEETING - 21 st	SG MEETING - 29 th	None
Apr* = 4	MEETING - 3 rd	MEETING - 17 th	MEETING - 24 th	None	None	None	None	MEETING - 26 th ?	None
May = 4	MEETING - 8 th	MEETING - 15 th	MEETING - 22 nd	None	None	None	None	SG MEETING - 31 st	None
Jun = 7	MEETING - 5 th	MEETING - 12 th	MEETING - 19 th	MEETING - 26 th	MEETING - 20 th	None	MEETING - 20 th	SG MEETING - 28 th	None
Jul = 7	MEETING - 3 rd	MEETING - 10 th	MEETING - 17 th	None	None	MEETING - 19 th	MEETING - 18 th	MEETING - 26 th	MEETING - 12 th
Aug = 1	None	None	MEETING - 21 st	None	None	None	None	None	None
Sep = 7	MEETING - 4 th	MEETING - 11 th	MEETING - 18 th	MEETING - 25 th	MEETING - 19 th	None	MEETING - 19 th	SG MEETING - 27 th	None
Oct = 7	MEETING - 2 nd	MEETING - 9 th	MEETING - 16 th	None	None	MEETING - 18 th	MEETING - 17 th	MEETING - 25 th	MEETING - 11 th
Nov = 7	MEETING - 6 th	MEETING - 13 th	MEETING - 20 th	MEETING - 27 th	MEETING - 21 st	None	MEETING - 21 st	SG MEETING - 29 th	None
Dec = 2	MEETING - 4 th	None	MEETING - 11 th	None	None	None	None	None	None

*Meetings only held if required -- will be in pre-election period and agendas will be limited

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ITEM 8 – LIST OF MEETING DATES

November

Full Council – 7th November at 6.30pm

Remembrance Sunday – Sunday 13th November, meet at Guildhall by 10.30am

Council Matters Committee – 14th November at 6.30pm with a closed Councillor and officer meeting at 5.30pm to explain the budget setting process.

Climate Emergency Working Group – 15th November at 6.30pm

Arts and Events Working Group – 16th November at 12.00pm

Planning Committee – 21st November at 6.30pm

Town Matters Committee – 28th November at 6.30pm

Christmas Lights Switch On – Tuesday 29th November from 3-6pm in the Civic Square and Civic Hall

Traffic and Transport Steering Group – 30th November at 6.30pm *if required*

December

Full Council – 5th December at 6.30pm

Planning Committee – 12th December at 6.30pm

January

Full Council – 9th January at 6.30pm

Council Matters Committee – 16th January at 6.30pm

Climate Emergency Working Group – 17th November at 6.30pm

Planning Committee – 23rd January at 6.30pm

Traffic and Transport Steering Group – 25th January at 6.30pm *if required*

Town Matters Committee – 28th January at 6.30pm