



## AGENDA FOR THE TOWN MATTERS COMMITTEE

### MONDAY 27<sup>TH</sup> MARCH 2023 IN THE GUILDHALL

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 **Town Matters Committee** on **Monday 27<sup>th</sup> March 2023** at **6.30pm** for a maximum of 90 minutes in the Guildhall for the purpose of transacting the following business:

**Committee Members:** Councillors J Cummings (Deputy Chair), G Allen, S Collinson, B Piper, L Smallridge 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. CONFIRMATION OF MINUTES

To approve the minutes of 30<sup>th</sup> January 2023 and update on any matters arising. Document attached.

3. SOUTH WEST WATER CONSULTATION

To consider the South West Water 'Draft Water Resources Management Plan (2024)' draft response from the Planning Committee and make any additional recommendation to Full Council [consultation closes on 9th May]. Document attached.

4. WATER QUALITY UPDATE

To note an update of the Rivers Assembly meeting. Verbal update from Cllrs Collinson and Cummings.

5. COST OF LIVING PARTNERSHIP UPDATE

To note the minutes of the Cost of Living Partnership meeting. Document attached.

6. CLIMATE EMERGENCY WORKING GROUP

To note the minutes of the Climate Change Working Group held on 17<sup>th</sup> January. Document attached.

7. DATE OF NEXT MEETING

To note the date of the next meeting of the Town Matters Committee – Monday 26<sup>th</sup> June 2023 at 6.30pm.

*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)*

8. COMMUNITY AWARD SCHEME

To consider the nominations for the Community Award scheme individual and group categories (personal information). Document attached.

Sara Halliday

Governance and Projects Manager

22<sup>nd</sup> March 2023

**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.





## DRAFT MINUTES FOR THE TOWN MATTERS COMMITTEE

### MONDAY 30<sup>TH</sup> JANUARY 2023 IN THE GUILDHALL

Present: Councillors J Cummings (Deputy Chair), G Allen and B Piper

Apologies: Cllrs Collinson and Webberley

In Attendance: Cllr L Smallridge, L Ferrier (Marketing and Communications Manager) 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 Cummings read out a statement about how the meeting would be conducted and recorded.

The apologies were received and accepted.

*The Committee will adjourn for the following items:*

#### PUBLIC QUESTION TIME

There were no members of the public present.

*The Committee reconvened.*

#### 2. CONFIRMATION OF MINUTES

To approve the minutes of 28<sup>th</sup> November 2022 and update on any matters arising.

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

Item 3 - Daisy and Rainbow Childcare. It was **RESOLVED** by majority that the Council writes to the local MP, South Hams District Council and Devon County Council with its concerns about the waiting list for children securing nursery places; the impact on the child's development and mental health; the ability of parents to work and the economic development of the town. Cllr Bennett has been asked to draft a letter for the Clerk's signature.

Item 4 – Town Decoration. It was **RESOLVED** by majority that bunting is put up in Fore and High Street at the end of April/early May for the Coronation and stays up until mid-September for summer events.

### **3. ELECTION OF CHAIR**

#### **To elect a Chair for the Town Matters Committee.**

Cllr Cummings was proposed and unanimously voted in as Chair. A deputy will be appointed at the next meeting, if required.

### **4. CHRISTMAS LIGHTS SWITCH ON**

#### **To consider the arrangements for the Christmas Lights Switch On for 2023.**

To **RECOMMEND** to Full Council that the community Christmas Lights Switch On takes place on Tuesday 28<sup>th</sup> November from 3-6pm, and that officers make the necessary arrangements to secure entertainment, refreshments and crafting activities (as set out in the note) within the budget set for financial year 2023/24.

### **5. WATER QUALITY UPDATE**

#### **To note an update on the water quality meetings with South West Water and the Environment Agency.**

Noted. Cllr Cummings gave an update to the information circulated with the committee papers, including a meeting being set up by the local MP, South West Water and the community. Cllr Cummings will draft a letter for the Clerk to send to fellow clerks inviting representatives from parishes along the river to meet to discuss the issues faced from increased development and river use.

It was **AGREED** to include an agenda item at the next meeting about facilities for motor homes at Longmarsh.

### **6. BRIDGETOWN ROUNDABOUT UPDATE**

#### **To receive an update on ideas for improving the visual appearance of the roundabout on the A380 and A385 in Bridgetown and the latest Devon Highways policy on adopting a roundabout.**

Noted. Officers explained that the Devon Highways policy to adopt a roundabout was under review, and that a list of ideas received from members of the public for decoration of the roundabout has been sent to Devon Highways for comment on their feasibility in this space.

### **7. COST OF LIVING PARTNERSHIP UPDATE**

#### **To note the minutes of the Cost of Living Partnership meeting.**

Noted. Councillors discussed where information for warm spaces (along with useful numbers) could be displayed for access by those without digital connectivity, suggesting that better use is made of The Mansion notice board which has a section for the Town Council to display information.

### **8. CLIMATE EMERGENCY WORKING GROUP**

#### **To note the minutes of the Climate Change Working Group held on 17<sup>th</sup> January 2023 (standing item).**

Noted. It was **AGREED** to ask the Sustainability Officer for more information on the community composting idea, including details of what makes a scheme successful.

### **9. FAIRTRADE GROUP**

#### **To note the minutes of the Totnes Supporting Fairtrade meeting held on 4th January 2023.**

Noted.

**10. DATE OF NEXT MEETING**

To note the date of the next meeting of the Town Matters Committee – Monday 27<sup>th</sup> March 2023 at 6.30pm.

Noted.

Sara Halliday  
Governance and Projects Manager

DRAFT



10. DATE: 11/11/11  
To: Mr. J. J. ...  
From: Mr. J. J. ...

RE: ...  
...

### ITEM 3. SOUTH WEST WATER CONSULTATION

**To consider the South West Water 'Draft Water Resources Management Plan (2024)' draft response from the Planning Committee and make any additional recommendation to Full Council [consultation closes on 9th May].**

The Planning Committee discussed a draft Council response from a planning perspective to the South West Water 'Draft Water Resources Management Plan' (DWRMP) consultation on 20<sup>th</sup> March and the draft recommendation is below. Town Matters is asked to consider any further points that they would wish to see included in a recommendation to Full Council include (not to rework the recommendation of the Planning Committee). Also attached is a summary of the DWRMP compiled by Cllr Cummings.

To **RECOMMEND** to Full Council (subject to any additions by the Town Matters Committee) the following response to the South West Water Draft Water Management Plan 2024 consultation:

- The Council believes that South West Water should be a statutory consultee as part of the planning process and would support changes in planning legislation to enable this.
- The Council believes that there should be a further consultation on the South West Water Drainage and Wastewater Management Plan consulted on in 2022.

#### Environmental

- Extreme Weather Events - no details given to the effects of extreme weather events and the effects on water treatment plants, how South West Water will respond, how to handle run off and slowing water flows down (for example through tree planting, attenuation ponds).
- Water Quality - no detail is given about water quality monitoring, frequency of monitoring and what is being tested for (for example, nitrates, pollutants, plastics, antibiotics) particularly in relation to bathing water areas.
- Biodiversity – no details are given on the wildlife species currently supported which therefore gives no baseline to monitor improvement or deterioration against.
- Future Modelling Tools - would like to see the use of future modelling of the impacts of river water levels – in drought and flood conditions – and the environmental and biodiversity effects.
- Catchment Management – no detail of how this strategic approach is taken into account in plans and programmes to assess and address the effects of run-off from agriculture and developed areas.
- All sewage treatment should be designed to include anaerobic digestion waste systems to support energy production, address climate change and prevent sewage discharges into rivers and the sea. (this could be combined with agricultural slurry treatment in rural areas).

#### Developments

- Flood Risk Modelling - The plan should include flood risk modelling for any new development and the potential effect on neighbouring areas and river catchment from surface water run-off.
- Water Treatment – South West Water needs to take into consideration the cumulative impact of various housing developments in a water catchment area in terms of: provision of potable water, capacity of water treatment plants to process the sewage and grey water generated, flood risk from non-permeable surfaces, and run-off effects into rivers.
- Water Management Infrastructure - New developments should install separate sewage and rain water systems to lessen the volume of water passing through the waste water treatment process, and natural soakaway areas within the site of any new development should be insisted upon.
- Grey Water Management – could the water companies insist on all new housing developments to be fitted with grey water harvesting for use in the home (for example toilet flushing, water butt collection) to reduce the volume of water consumption required per capita and support increased drought resilience?
- South West Water should be empowered to refuse additional developments loading onto the system where capacity for the provision of potable water and/or sewage treatment has been reached and can be demonstrated.



## ITEM 5 – COST OF LIVING PARTNERSHIP UPDATE

The Cost of Living Partnership is made up of a steering group (Totnes Caring Caring Town, Citizens Advice South Hams, TTC) and 34 other local organisations. There are mixture of steering group meetings and larger partnership meetings approximately every month.

- The number of partners has now increased and the calendar is incredibly populated, averaging 33 events in a week.
- There's a range of services and activities available; some are weekly, but organisations are increasingly arranging courses of workshops and one-off events.
- The TQ9: Together we Care programme is part-funding a number of these (including the Spring Festival at the Civic Hall) which we share on the TTC social media channels.
- There are ongoing discussions regarding reaching people, particularly those without internet access. Partners are feeding back that word of mouth is often the best way to reach people and we will be designing a poster / flier to go around the town.
- Food, anxiety and depression and not stigmatising people are the most common issues that partners are feeding back on.
- At the most recent Cost of Living Partnership catch-up (which was minimally attended but it landed on a school strike day) the partners present discussed:
  - The need for continued collaboration and not duplication of services
  - Everyone was receiving more referrals and having to refuse referrals that should be being met by other statutory services.
  - Increasing prices affecting organisations' delivery of services
  - Ways to reach out to people that aren't aware of the services available.
  - These issues will be discussed further with more partners and the steering group.
- Stepping Stones Food Bank:
  - TQ9 Food Club has gradually increasing numbers.
  - They're running one off events covering menopause, journal writing, anxiety as well as the regular Vegan Soup lunch.
  - They receive referrals and people come through word of mouth information. They need more people to attend in order to continue their weekly activities.
  - They're looking for new premises but have discovered the venue they wanted has another applicant interested in it and they need to put in a Change of User Planning application.
  - Funding runs out in May.
  - They will be doing a volunteer drive at the Share Fest and reaching out to larger stores to aim to increase food collection drop off points.
- The CoLP Coordinator attended a training course called *Social isolation and loneliness from the local council perspective*.

Amy Lumsden  
CoLP Coordinator  
22/03/23

The first thing I noticed when I stepped out of the car was the smell of fresh air. It was a relief after being stuck in traffic for so long. I looked around and saw a few people walking towards the building. Some were carrying bags, others were talking on their phones. I felt a bit out of place, but I didn't mind. I was here to work, and that was what mattered.

As I walked towards the entrance, I noticed a sign that said "Welcome to the office." It was a nice touch. I felt like I was part of a team. I took a deep breath and walked in. The office was bright and clean. There were plants in the corners, and the music was just what I needed. I found my desk and sat down. I looked at the clock and saw that it was 9:00 AM. I took a sip of coffee and got to work.

The first thing I did was to check my email. I had a few messages, but nothing urgent. I then looked at the calendar and saw that I had a meeting at 10:00 AM. I took a few minutes to get ready and then went to the meeting room. The meeting was about a new project that we were working on. I listened to what the others had to say and then gave my own input. It was a good meeting, and I felt like I was part of the team.

After the meeting, I went back to my desk and started working on my tasks. I was focused and efficient. I had a lot to do, but I knew that I could do it. I took a break at 12:00 PM and went to the cafeteria. I saw a few people sitting at tables, talking and eating. I went over and joined them. It was a nice change from the office. I ate my lunch and then went back to work.

The day was long, but it went by quickly. I finished my work at 5:00 PM and packed up my bag. I took a walk home and enjoyed the evening breeze. I was tired, but I felt good. I had a productive day and I was proud of what I had accomplished. I went home and took a shower. I felt relaxed and ready for the next day.

## Climate Emergency Working Group

28 February 2023

Guildhall, Totnes & via Zoom

### Present:

Cllr Jacqi Hodgson (chair)

Maiken Hutchings – Sustainability Officer

(SO, notes)

W█████ H█████ - Fairtrade

J█████ N█████

J█████ L

R█████ O'C█████ - Totnes Trust

A█████ M█████ M█████ - Bridgetown,  
Transition Streets

R█████ S█████ - local resident

F█████ B█████

Cllr John Cummings

A█████ W█████

Cllr Sarah Collinson

### Actions

- 1) SO / Cllr Hodgson to follow up with SHDC on where they own land on industrial estate;
- 2) Cllr Hodgson to circulate map of SHDC owned land in Bridgetown which can be added to an overall map overview;
- 3) SO to try to find UK data equivalent of Our World in Data chart
- 4) F█████ to develop leaflet including Our World in Data / IPCC guidance
- 5) Cllr H to pass on feedback from discussion on Devon Carbon Plan to the DCERG

### Actions carried forward from last meeting:

- R█████ to make contact with the Climate Hub re being part of a core team
- F█████ to find some shareable information on wormeries

### 1.a Brief who is here

### 1.b Notes and action from last meeting

- SO has shared Local Nature Partnership information on TTC social media
- Other actions either discussed in more detail later in meeting or carried across to next month

### 2. Composting discussion

- SO gave brief update on communications with SHDC on land ownership info on the industrial estate. Information provided so far indicates privately owned but Cllr Hodgson is trying to get information for the whole area
- Cllr Hodgson informed the group that she had spoken to CEO at SHDC re possibility of using one of disused car parks at top of Follaton House area. Requires further discussion.
- The group discussed other potential sites
  - Area behind AB Coaches



- Behind Tideford Organics
- Bridgetown areas, e.g., up by Great Court Farm
- Longmarsh car park
- SWW site

## ACTIONS

- Follow up with SHDC on where they own land
- Cllr to circulate of SHDC owned land in Bridgetown

### 3. River / water quality update

- Sustainable South Hams are holding a Rivers Assembly, March 18th in Kingsbridge
- TTC is currently looking into organising a meeting with SWW and other relevant groups to talk about cumulative impact of planning decisions on water quality
  - TTC wishes to widen the conversation beyond just SWW – so include planning officers, Public Health, etc. – and try to hold SHDC to account for allowing developments where there isn't capacity.
- Brief discussion around water companies and capacity, especially with new developments
  - End of 2023 water companies have to release data on where/when they are discharging
- AW [redacted] offered his expertise to TTC around water / planning issues
- It was agreed to continue this discussion at the next meeting in March, which will be shortly after the Rivers Assembly

### 4. Gardening for Wildlife booklet

- SO gave brief update on the booklet. Currently in conversation with Habitats Group to get ready-to-print version which we can amend for Totnes
- SO to pursue to see if it can come out before May elections, although this may be difficult given restrictions around publications leading up to election

### 5. To note: reallocation of Climate Change budget

- There has been a rejig of the Climate Change budget to allow for a biodiversity project to commence at Follaton Cemetery. This will be done by Parklife and cover the 'roundabout', chapel and some select verges.

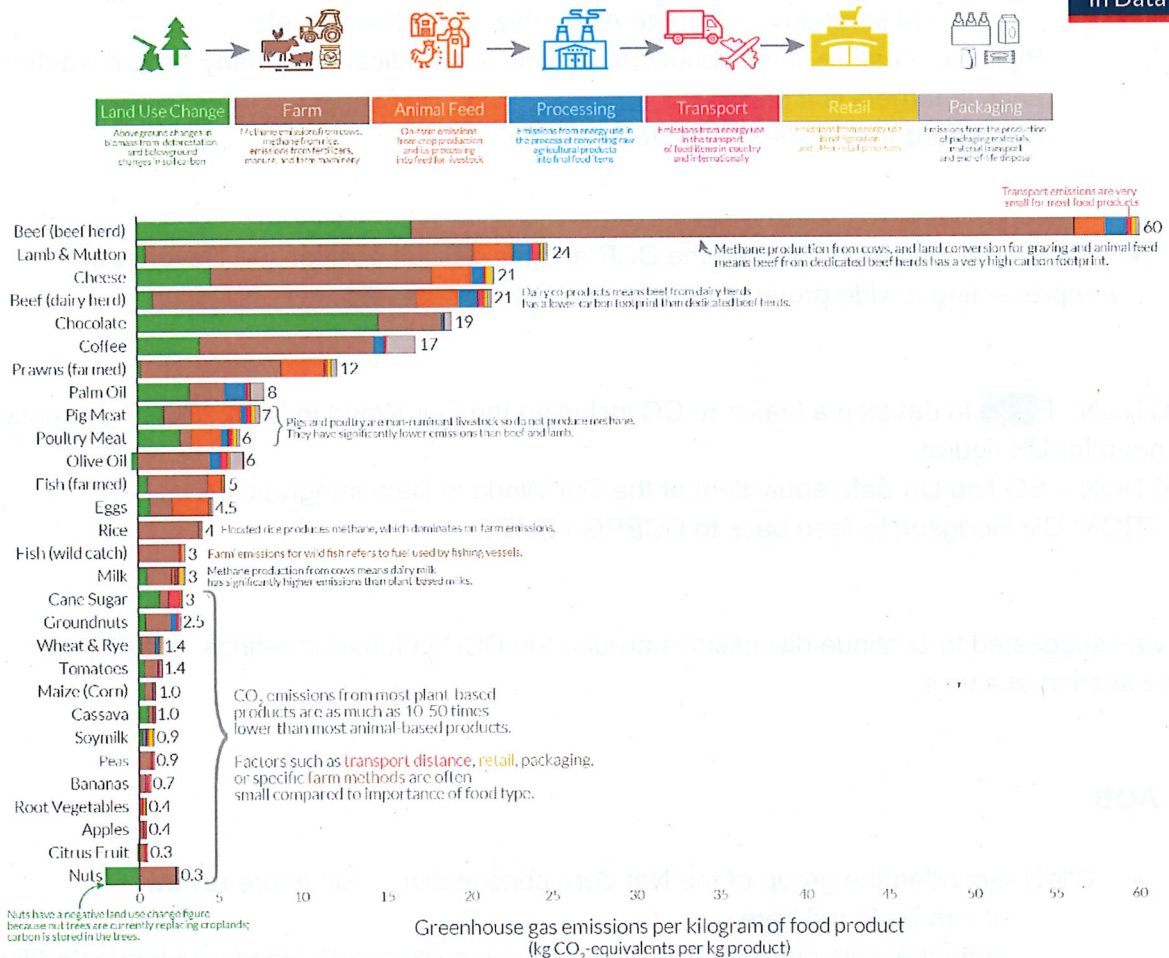
### 6. Devon Carbon Plan

- Discussion around the recently released Devon Carbon Plan
- FB initiated with some comments specifically around the food, land and sea section

- F explained he was frustrated by the fact that the DCP doesn't focus heavily on diets
- He showed a chart from Our World in Data:  
The chart can be found here: <https://ourworldindata.org/food-choice-vs-eating-local>

## Food: greenhouse gas emissions across the supply chain

Our World in Data



Note: Greenhouse gas emissions are given as global average values based on data across 38,700 commercially viable farms in 119 countries.  
Data source: Poore and Nemecek (2018) Reducing food's environmental impacts through producers and consumers. Science. Images sourced from the Noun Project.  
OurWorldInData.org Research and data to make progress against the world's largest problems. Licensed under CC BY by the author Hannah Ritchie.

- The chart and article emphasises the impact of different types of food and argues that we should be focusing on this rather than whether the food is local or not
- Suggestion that the Our World in Data info is included in the postcard/info to go out to residents
  - Although others in the group highlighted that the data is global and it might be more useful to have UK figures only
- FB felt that there is a taboo around diet and GHGs emissions and that the DCP falls short here
- Also highlighted that SHDC will rejig their plan to align with the DCP and it runs the risk of having the same problems



- Cllr Hodgson spoke about the process that the DCP went through which was quite detailed
  - Managed by the Devon Climate Emergency Response Group which is made up of a variety of reps from across Devon
    - <https://devonclimateemergency.org.uk/governance/devon-climate-emergency-response-group/>
  - Several iterations, a Climate Assembly, consultations, etc.
  - By its very nature, it was bound to be a lot less radical than many people wanted
  - Lack of targets is a problem
  - Suggested that we feed back to the DCC
  
- Continued discussion around the DCP and the difficult position the Devon is in representing a wide group of people, such as farmers, etc.

ACTION: F [redacted] to develop a leaflet re CC including the Our World in Data, IPCC / guidance – need for UK figures

ACTION – SO find UK data equivalent of the Our World in Data infographic

ACTION: Cllr Hodgson to feed back to DCERG / SHDC

It was suggested to continue discussions around the DCP in future meetings, possibly taking one section at a time.

## 7. AOB

- Cllr H reminded the group of the Net Zero consultation – Skidmore review.
  - It can be found here:
    - [https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/1128689/mission-zero-independent-review.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1128689/mission-zero-independent-review.pdf)
  - Cllr H to share Zoom link for the launch that she has been invited to
  - Cllr H has put Totnes forward as potential trailblazer as per Recommendation 20 (p. 16)
  
- Suggestion for CEWG to talk to the Heritage people about listed buildings and retrofit
  
- Cllr H informed the group that TTC has joined the local energy club

*Next meeting 21 March 2023*

**End of meeting 20:08**