



AGENDA FOR THE PLANNING COMMITTEE

MONDAY 24TH APRIL 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 **Planning Committee** on **Monday 24th April 2023** at **6.30pm** for a maximum of 90 minutes in the Guildhall for the purpose of transacting the following business:

Committee Members: Councillors G Allen (Chair), T Bennett, S Collinson, J Cummings, R Hendriksen, J Hodgson, P Paine and L Smallridge.

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 20th March 2023 and update on any matters arising. Document attached.

3. TREE WORKS APPLICATIONS

To make recommendations on the following tree works applications:

3a. 0898/23/TCA - Holly/Wild Plum - Holly to be reduced in size by (50%) 2 metres to trim as a smaller bush going forward, Wild Plum to have lateral branch to North shortened by approx 3-4m back to upwards growing sub-lateral due to the two trees growing into each

other - the idea is to be left with two separate trees. 7 The Grove, Totnes, TQ9 5ED. See <https://apps.southhams.gov.uk/PlanningSearchMVC/Home/Details/230898>

3b. 1011/23/TCA – T1: Willow – remove. 6 Moorashes, Totnes, TQ9 5TN. See <https://apps.southhams.gov.uk/PlanningSearchMVC/Home/Details/231011>

3c. 1064/23/TCA – T1: Horse Chestnut – fell. Darant House, Seymour Road, TQ9 5QP.

4. PLANNING APPLICATIONS

To make recommendations on the following planning applications:

4a. 1522/22/FUL - READVERTISEMENT (revised plans & documents) Construction of 6No. two-storey residential dwellings with associated landscaping. Proposed Development Site East, Dartington Lane, Dartington TQ9 5LB. See <http://apps.southhams.gov.uk/PlanningSearchMVC/Home/Details/221522>

4b. 1523/22/FUL - READVERTISEMENT (revised plans & documents) Construction of 39No. two-storey dwellings with associated landscaping. Proposed Development Site West, Dartington Lane, Dartington. See <http://apps.southhams.gov.uk/PlanningSearchMVC/Home/Details/221523>

4c. 0440/23/HHO - Householder application for proposed first floor extension, refurbishment works, garden store & solar panels. Oak Tree Cottage, Weirfields, Totnes, TQ9 5JS. See <http://apps.southhams.gov.uk/PlanningSearchMVC/Home/Details/230440>

4d. 0569/23/HHO – Householder application for dormer roof extension to create additional rooms in the roof (resubmission of 4203/21/HHO & 0275/22/HHO). 11 Pampasia, Hillbrook Rise, Totnes, TQ9 5AU. See <http://apps.southhams.gov.uk/PlanningSearchMVC/Home/Details/230569>

4e. 1177/23/HHO – Householder application for loft conversion by raising roof and associated internal works. External work including removal and replacement of garage. Bray, Jubilee Road, Totnes, TQ9 5BP. See <http://apps.southhams.gov.uk/PlanningSearchMVC/Home/Details/231177>

4f. 0518/23/LBC - Listed building consent for replacement of roof tiles, front door, dormer, dormer window & associated works (retrospective). 5 North Street, Totnes, TQ9 5NZ. See <http://apps.southhams.gov.uk/PlanningSearchMVC/Home/Details/230518>

4g. 0184/23/FUL – READVERTISEMENT (change in description) Conversion of basement to additional living accommodation with store retained. Provision of garden amenity area. Lower Ridgeside, Jubilee Road, Totnes, TQ9 5BW. See <http://apps.southhams.gov.uk/PlanningSearchMVC/Home/Details/230184>

4h. 0764/23/LBC – Listed Building Consent for fire safety implementation on east and west gable and chimney conservation work to south façade. 43 High Street, Totnes, TQ9 5NP. See <http://apps.southhams.gov.uk/PlanningSearchMVC/Home/Details/230764>

4i. 0930/23/LBC - Listed Building Consent to change the glazing, that provides access to the Garden, to the existing side return extension. 1 Seymour Villas, Pathfields, Totnes, TQ9 5QR. See <http://apps.southhams.gov.uk/PlanningSearchMVC/Home/Details/230930>

4j. 0924/23/LBC – Listed Building Consent to remove rendered brick chimney to 'the back block' at the rear of 10 High Street Totnes and to retain a 1.5 metre high stub stack. 10 Ground Floor Flat, The Merchants House, High Street, Totnes, TQ9 5RY. See <http://apps.southhams.gov.uk/PlanningSearchMVC/Home/Details/230924>

and to note:

4k. 1133/23/LBC – Listed Building Consent for new public noticeboard. The Guildhall, Ramparts Walk, Totnes, TQ9 5QH. See <http://apps.southhams.gov.uk/PlanningSearchMVC/Home/Details/231133>

4l. 1134/23/LBC – Listed Building Consent for new internal doors, upgrading existing internal doors, and infilling modern opening in partition wall. 5a Ramparts Walk, Totnes, TQ9 5QH. See <http://apps.southhams.gov.uk/PlanningSearchMVC/Home/Details/231134>

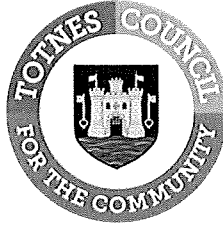
5. PROPOSED TELECOMMUNICATIONS INSTALLATION AT BABBAGE ROAD
To consider the pre-application letter received about a proposed telecommunications installation at Head Ruddy, Babbage Road, Totnes. Document attached.
6. DEVON COUNTY COUNCIL TRAFFIC REGULATION AMENDMENT ORDER
To consider a Devon County Council Traffic Amendment Order of 'no waiting at any time' at Follaton Rise, Follaton House access roads, and Weston Lane. Document attached.
7. TRAFFIC AND TRANSPORT FORUM
To consider any recommendations from the Traffic and Transport Forum Steering Group held on 22nd March 2023. Document attached.
8. DATE OF NEXT MEETING
To note the date of the next meeting of the Planning Committee – Tuesday 23rd May 2023 at 6.30pm in the Guildhall.

S Halliday
Governance and Project Manager
19th April 2023

USE OF SOUND RECORDINGS AT COUNCIL & COMMITTEE MEETINGS

The open proceedings of this Meeting will be video recorded. If members of the public make a presentation, they will be deemed to have consented to being recorded. By entering the Council Chamber or Zoom meeting, attendees are also consenting to being recorded.

Televised, vision and sound recordings or live broadcastings by members of the press or public at Councillor Committee debates are permitted and anyone wishing to do so is asked to inform the Chair of the respective Committee of their intention to record proceedings.



DRAFT MINUTES FOR THE PLANNING COMMITTEE

MONDAY 20TH MARCH 2023 IN THE GUILDHALL

Present: Councillors G Allen (Chair), S Collinson (from 19.20), J Cummings, R Hendriksen, J Hodgson (from 18.45) and L Smallridge.

Apologies: Cllrs Bennett and Collinson.

In Attendance: A member of the public, 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 apologies were received and accepted.

The Committee will adjourn Standing Orders for the following items:

PUBLIC QUESTION TIME

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

The Committee reconvened Standing Orders.

2. CONFIRMATION OF MINUTES

To approve the minutes of 20th February 2023 and update on any matters arising.

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

3. PLANNING APPLICATIONS

To make recommendations on the following planning applications:

3a. 3048/21/FUL – READVERTISEMENT (amended plans) Provision of single dwelling house (resubmission of 1668/20/FUL). Montgo, Maudlin Road, Totnes, TQ9 5TG.

Noted. No further comments to make to those submitted in November 2022.

3b. 4445/22/HHO – Householder application for alterations and extensions to first floor accommodations. Camellia Cottage, North Street, Totnes, TQ9 5NZ.

Support.

3c. 0304/23/HHO – Householder application for conversion of garage into accommodation, provide access from road level to front entrance, create dormer within existing main roof pitch, with deck and access bridge, extend kitchen. 5 Follaton Bungalows, Totnes, TQ9 5LZ.

Support.

3d. 0351/23/HHO – Householder application for two storey rear extension. 5 Westonfields, Totnes, TQ9 5QU.
Support.

3e. 0603/23/HHO – Householder application for proposed extension and alterations to create veranda and new dormer window to replace existing roof light and proposed PV solar array on East elevation. Waylands, Bourton Lane, Totnes, TQ9 5JF.
Support.

and to note:

3f. 0730/23/FUL - New fire escape door and replacement front entrance doors. Civic Hall, High Street, Totnes.
Noted.

4. SOUTH WEST WATER CONSULTATION

To consider the South West Water 'Draft Water Resources Management Plan (2024)' and make a recommendation (through the Town Matters Committee) to Full Council [consultation closes on 9th May].

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.

5. 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 Club Head of the Dart Race, Saturday 25th March 1300hrs to Sunday 26th March 1913hrs, Longmarsh Car Park.**

Noted.

6. DATE OF NEXT MEETING

To note the date of the next meeting of the Planning Committee – Monday 24th April 2023 at 6.30pm in the Guildhall.

Noted.

Sara Halliday
Governance and Projects Manager
March 2023



BEACONCOMMS
TELECOMMUNICATIONS INFRASTRUCTURE
www.beaconcomms.co.uk

Our ref: TQ9-01/Totnes

Item 5

Totnes Town Council
The Guildhall Offices
5 Ramparts Walk
Totnes
TQ9 5QH

Via Email: reception@totnestowncouncil.gov.uk

14th April 2023

FAO Totnes Town Council

**PROPOSED TELECOMMUNICATIONS INSTALLATION AT HEAD RUDDY, BABBAGE ROAD, TOTNES,
TQ9 5JA. NGR: 280374E, 061050N.**

We act for Atlas Tower Group who intend to install a telecommunications base station at the above location.

Atlas Tower Group wish to erect a new site at this location to facilitate additional coverage and capacity requirements, incorporating new technologies. The NPPF sets out the Government's general overview regarding supporting high quality communications infrastructure, recognising that advanced, high-quality communications infrastructure is essential for sustainable economic growth.

Base stations use radio signals to connect mobile devices and phones to the network, enabling to send and receive; calls, texts, emails, pictures, web, TV and downloads. Without base stations, mobile devices and phones will not work.

Many other everyday items also use radio signals to send and receive information, such as televisions and radio broadcasting equipment and two-way radio communications. Base stations are connected to each other and telephone exchange buildings by cables or wireless technology such as microwave dishes, to create the network. The area each base station covers is called a "cell". Each cell overlaps with its neighbouring cells to create a continuous network. The size and shape of each cell is determined by the features of the surrounding area, such as buildings, trees and hills which can block signals. When people travel between cells, the signal is transferred between base stations without a break in service. Each base station covers a certain area only handle a limited number of calls at once. As mobile phones and devices become more popular, more base stations are needed to ensure continuous coverage.

This letter therefore invites you, in accordance with planning policy guidance and the Best Practice Commitments, to enter into pre-application discussions with regard to our preferred site option prior to formal planning submissions. Several steps in the site identification process have already been undertaken. The Local Planning Authority mast register and our records of other potential sites have been reviewed, the policies in the Development Plan have been taken into account and we have examined the inter-operator site sharing database. As Atlas Tower Group is seeking to propose a multi-operator site-sharing solution, in this instance it is considered that the optimum solution would be the installation of a new site.



Unit E3, Pitts Cleave Industrial Estate, Tavistock, PL19 0PW
Registered in England No 4186486



The site is located at Head Ruddy, Babbage Road, Totnes, TQ9 5JA, which is an industrial area to the north of Totnes. While none of the nearby buildings are suitable for hosting telecommunications equipment, the chosen location is bounded on two sides by 18m tall trees and located as unobtrusively in the corner of the industrial estate as possible.

The height of the proposed apparatus is the minimum capable of providing the technological improvements sought whilst achieving ICNIRP compliance. It should be noted that the new technologies will provide high-quality communications infrastructure essential for economic growth as sought by the NPPF.

The proposal will include the installation of a 22.5m lattice tower, 3 no. antenna apertures, 4 no. 600mm microwave transmission dishes and 8 no. equipment cabinets inside an 11.6m x 6.5m compound enclosed by a 1.8m high chain link fence with gate and development ancillary thereto.

It is imperative that support is given to the introduction of new infrastructure to allow new technology which will allow networks to be able to handle more data and connect more devices simultaneously at much faster speeds. This will enable places to remain competitive and will support the Government's ambition for the UK to become a world leader in telecommunications technologies and development. It should be noted that the new technologies will provide advanced high-quality communications infrastructure essential for economic growth as sought by the NPPF. Any perceived negative impacts will be far outweighed by the overall benefits of the scheme and the proposal as a multi-operator site-sharing solution will limit unnecessary proliferation of telecommunications equipment in the area.

All Atlas Tower Group installations are designed to be fully compliant with the public exposure guidelines established by the International Commission on Non-Ionizing Radiation Protection (ICNIRP). These guidelines have the support of UK Government, the European Union and they also have the formal backing of the World Health Organisation.

We enclose a copy of our plans and would welcome your suggestions. We look forward to receiving your response within 14 days of the date of this letter.

Should you wish to respond, please include the reference no. TQ9-01 in order for us to be able to answer your query.

Yours faithfully,

Planning Consultant
Beacon Communications

info@beaconcomms.co.uk

For and on behalf of Atlas Tower Group



BEACONCOMMS

Unit E3, Pitts Cleave Industrial Estate, Tavistock, PL19 0PW
Registered in England No 4186486

SITE LOCATION



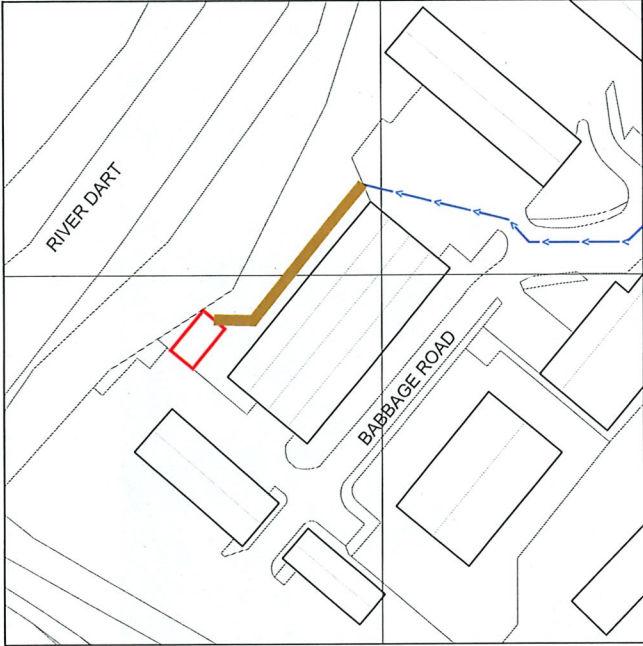
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SITE AREA PLAN



SITE PHOTOGRAPH

000190



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SITE LOCATION PLAN

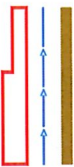


GOOGLE MAPS QR CODE

GOOGLE MAPS - <https://goo.gl/maps/iDNZrfQ4b18LL5239>

GOOGLE STREETVIEW - <https://goo.gl/maps/sXLK8r4y9TSkwc67>

- NOTES:
1. ALL DIMENSIONS IN MM UNLESS OTHERWISE NOTED.
- DIRECTIONS TO SITE:
- (East Bound) Turn left off A395 and follow signs to industrial estate (Babbage Road) site is located towards rear of industrial estate



Site Provider's Property Boundary
Access Route To Site
Access Route

Revision	Author	Date	Project	Page
M001	ATG	27/02/2024	ATG	1
Drawn	J. Bourne	27/02/2024	ATG	1
Checked	T. Clifford	27/02/2024	ATG	1
Approved	M. Smith	27/02/2024	ATG	1



ATLAS
TOWER GROUP

Site Name:	TOTNES - TOTNES REPLACEMENT FOR BABBAGE RD
Site ID:	TQ9-01
Address:	HEAD RUDDY BABBAGE ROAD TOTNES TQ9 5JA
Title:	002 SITE LOCATION PLAN
Project:	ATG
Purpose of Issue:	PLANNING
Operator Site ID TBC:	Operator Site ID TBC:
Master Drawing No:	TQ9-01_M001_GA
Issue:	A

NOTES:
1. ALL DIMENSIONS IN MM UNLESS OTHERWISE NOTED.

PROPOSED 3No. ANTENNA APERTURES
(3300x550x350mm APPROX.)

PROPOSED 22.5m FLI AT S1300 TYPE 3
TOWER

LOCATION RESERVED FOR UP TO 4No. 6000
DISHES

C/L OF DISH APPROX +18.35m AGL

TOP OF TOWER +22.5m AGL

TOP OF APERTURES +22.42m AGL

C/L OF APERTURES +20.77m AGL

U/S OF APERTURES +19.12m AGL

EXISTING TREES

TREE HEIGHT APPROX. +18m AGL

EXISTING INDUSTRIAL UNIT

PROPOSED 1.8m CHAIN LINK FENCE

PROPOSED MAX CONFIGURATION ELEVATION



1:200



Site Name: TOTNES - TOTNES REPLACEMENT FOR
BABBAGE RD

Site ID: TQ9-01

Address: HEAD RUDDY
BABBAGE ROAD
TOTNES
TQ9 5JA

Title: 265 MAX CONFIGURATION ELEVATION

Project: ATG

Purpose of Issue: PLANNING

Operator Site ID TBC: Operator Site ID TBC

Master Drawing No: TQ9-01_M001_GA

Issue: A

Number	M001	Material	ATG	Project	ATG	Purpose of Issue	Planning	Issue	A
Date	27/02/2023	Drawn by	N. Vanner	Checked by	N. Vanner	Reviewed by	N. Vanner	Approved by	N. Vanner
Created	27/02/2023	Revised		Revised		Revised		Revised	
Revised		Revised		Revised		Revised		Revised	
Revised		Revised		Revised		Revised		Revised	

Devon County Council (South Hams HATOC) (Traffic Regulation) Amendment Order

Devon County Council make the following order under sections 1, 2, 4, 32, 35, part IV of schedule 9 of the Road Traffic Regulation Act 1984 and of all other enabling powers

- 1 This order comes into force _____ and may be cited as "Devon County Council (South Hams HATOC) (Traffic Regulation) Amendment Order _____"
- 2 The schedules in part 1 are added to Devon County Council (Traffic Regulation & On-Street Parking Places) Consolidation Order 2020 as amended and the lengths of road in part 2 are revoked from the corresponding schedules of the specified orders

List of Towns Included

1. Challaborough
2. Dartmouth
3. Down Thomas
4. Hope Cove
5. Kingsbridge
6. Malborough
7. Modbury
8. Newton Ferrers
9. South Brent
10. Totnes
11. Wembury
12. Yealmpton

PART 1 RESTRICTIONS

CHALLABOROUGH

Schedule 1.001 No Waiting At Any Time

Road From Bigbury Bay Holiday Park To Marwynne, Challaborough

- (i) the north-west side from the extended south-western building line of Nisa Local
for a distance of 335 metres in a north-easterly direction
- (ii) the south-east side from the extended south-western building line of Nisa Local
for a distance of 329 metres in a north-easterly direction

DARTMOUTH

Schedule 1.001 No Waiting At Any Time

Church Road, Dartmouth

- (i) the north side from the western property boundary of No. 23 Church Road for a
distance of 23 metres in an easterly direction

SOUTH BRENT

Schedule 1.001 No Waiting At Any Time

Exeter Road, South Brent

- (i) the north-west side from its junction with Pool Park to its junction with Heather Park

Hillside, South Brent

- (i) the north-west side from its junction with Station Approach for a distance of 19 metres in a north-easterly direction

Station Approach, South Brent

- (i) the north side from its junction with Hillside for a distance of 14 metres in a westerly direction
- (ii) the south side from its junction with Station Road for a distance of 11 metres in a westerly direction

Station Road, South Brent

- (i) the north-west side from its junction with Station Approach to a point 55 metres south-west of its junction with Station Yard

Totnes Road, South Brent

- (i) the north-east side from its junction with Exeter Road in a north-westerly direction to a point 30 metres south-east of the south-eastern property boundary of Winsford
- (ii) the south-west side from its junction with Exeter Road in a north-westerly direction to the south-eastern property boundary of No. 6 Clobells

TOTNES

Schedule 1.001 No Waiting At Any Time

Follaton House Access Roads, Totnes

- (i) the east side from its junction with Plymouth Road in a southerly then easterly direction for a distance of 34 metres
- (ii) the south side from its junction with Follaton Rise for a distance of 13 metres in an easterly direction
- (iii) the west side from its junction with Plymouth Road to its junction with Follaton Rise

Follaton Rise, Totnes

- (i) the north side from its junction with Follaton House Access Roads to its junction with Oak View
- (ii) the south side from its junction with Follaton House Access Roads for a distance of 26 metres in a westerly direction

Weston Lane, Totnes

the north-east side from a point 11 metres north-west of its junction with Pathfields to a point 14 metres south-east of that junction

WEMBURY

Schedule 1.001 No Waiting At Any Time

Church Road, Wembury

the west side from a point 7 metres south of the property boundary of Nos. 98/96 Church Road for a distance of 56 metres in a southerly direction

YEALMPTON

Schedule 1.001 No Waiting At Any Time

Elm Tree Close, Yealmpton

- (i) the north side from its junction with Yealmbury Hill to its eastern extent including the turning head
- (ii) the south side from a point 24 metres east of its junction with Yealmbury Hill for a distance of 11 metres to its eastern extent

PART 2 REVOKED RESTRICTIONS

Items to be revoked from:

DEVON COUNTY COUNCIL (TRAFFIC REGULATION & ON-STREET PARKING PLACES) CONSOLIDATION ORDER 2020

Schedule 1.001 No Waiting At Any Time

B3392 -to- Challaborough Along Zc249, Challaborough

the north-west side from the northern boudary of the property known as The Broch north easterly for a distance of 102 metres

Barrack Road, Modbury

the west side from the entrance to The Green car park (northern end) northwards for a distance of 94 metres

Collaton Road, Malborough

the north-east side from the access road into the Parish Hall in a south-easterly direction for a distance of 75 metres

Higher Town, Malborough

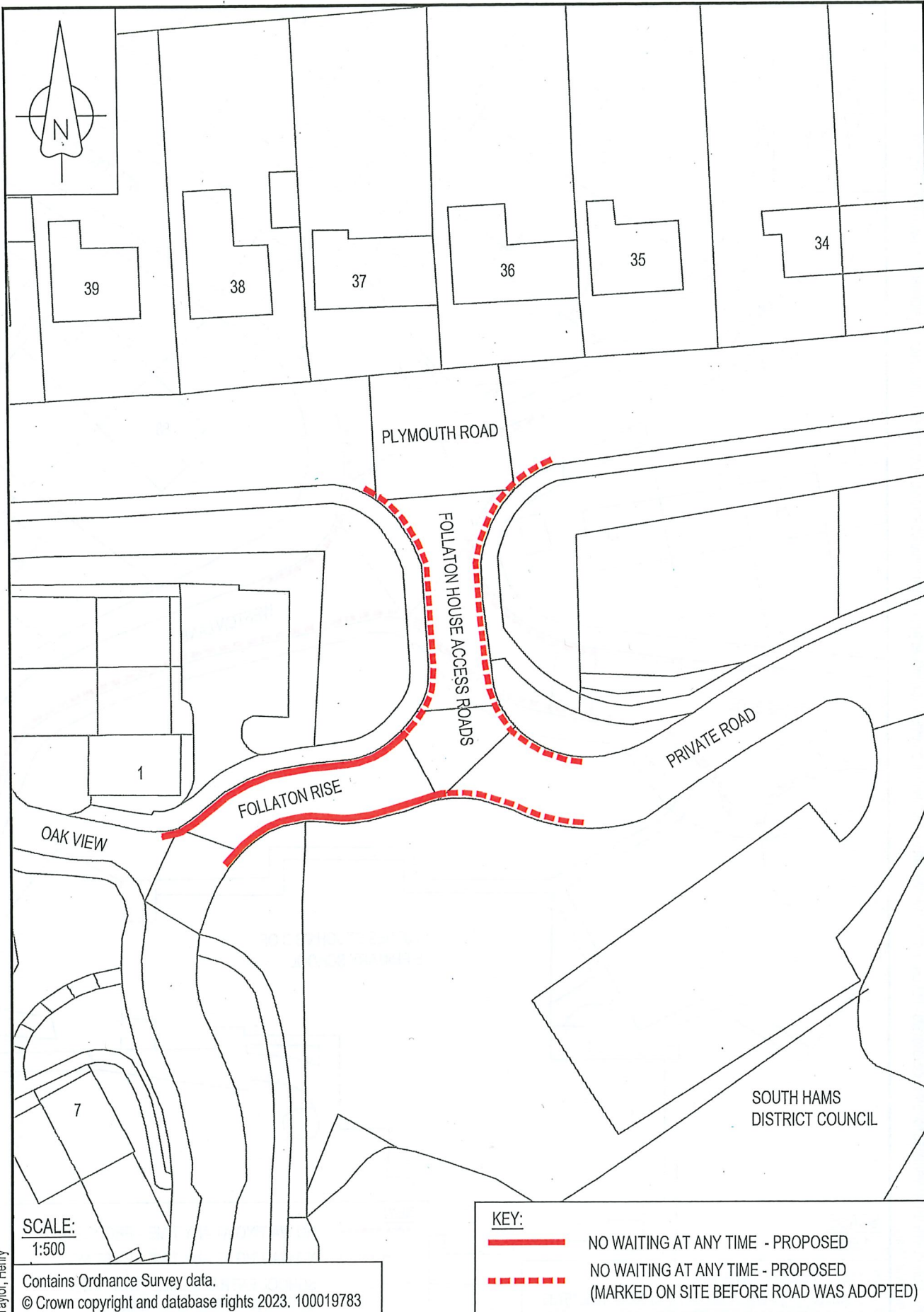
- (i) the north side from the western boundary of Pebble Cottage to the eastern boundary of Hope Thatch
- (ii) the north side from its junction with A 381 for a distance of 34 metres in a westerly direction

Station Road, South Brent

the north-west side from a point 52 metres north-east of its junction with Station Yard to a point 55 metres south-west of its junction with Station Yard

Weston Lane, Totnes

the north-east side from a point 11 metres north of its junction with Pathfields to a point 15 metres south-east of its junction with Pathfields



SCALE:
1:500

Contains Ordnance Survey data.
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KEY:

- NO WAITING AT ANY TIME - PROPOSED
- NO WAITING AT ANY TIME - PROPOSED
(MARKED ON SITE BEFORE ROAD WAS ADOPTED)

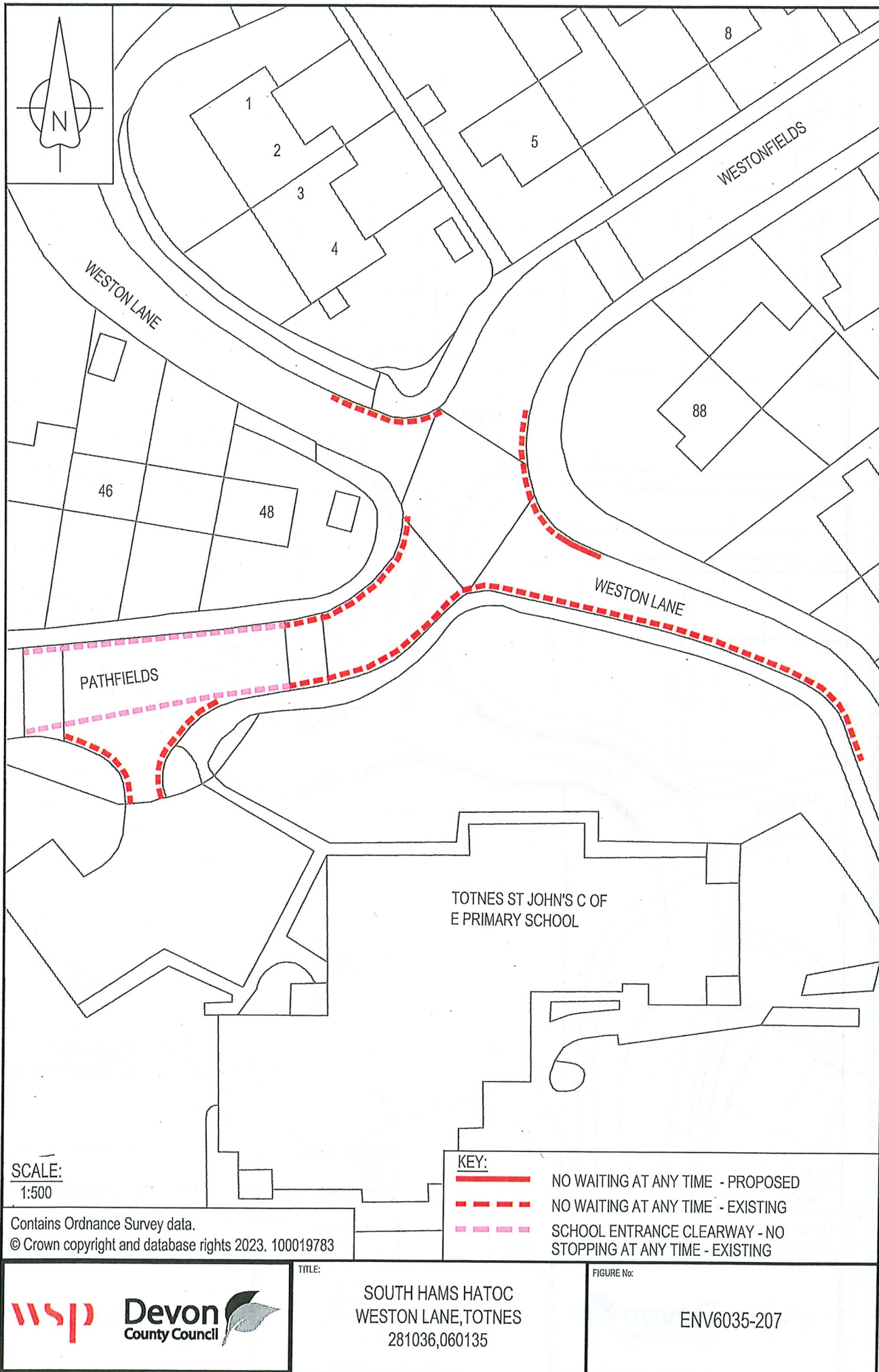


TITLE:

SOUTH HAMS HATOC
FOLLATON RISE, TOTNES
278584,060544

FIGURE No:

ENV6035-12



Traffic & Transport Steering Group

22 March 2023, 18:30-20:00
Guildhall, Totnes

Purpose of meeting: To agree new Terms of Reference, discuss DCC process and to recommend update of the TTC Transport Policy & Strategy.

Present:

GB – Chair, Totnes Ramblers
SO Maiken Hutchings - Sustainability Officer (SO, notes)
SM - South Street
Cllr Jo Sweett – SHDC
MC - Chamber of Commerce
VC – Chair of Kingsbridge Hill Area Residents Association
VW - Market traders
TB - Trustee of Daisy Rainbow
RM – Chair of Bridgetown Alive!
LA - Moorashes / St Katharine's Way
HC - Cyclist
SC - Inclusive Totnes
Cllr John Cummings - TTC
Cllr Jacqi Hodgson - TTC / DCC

Apologies from:

G E-D (Transition), SG (Bob the Bus), TTC Cllr Peters, LW (Totnes Bike Hub)

To note

- 1) The Steering Group unanimously voted to adopt the updated Terms of Reference

Actions

- 1) SO to pass information on to Marketing Manager regarding fingerpost on the old bridge to the river walk to Dartington
- 2) SO to draft timeline of stages (when to go where, process, consultative stages - a few milestones) and liaise with Jacqi, SC and VC
- 3) SO to reorder the hotspot map so that things are structured on the left according to area
- 4) SO to discuss with TB re best set up for map/comments using Google My Maps / Forms
- 5) SO to add another layer to map for EV chargepoints
- 6) SO/All to contemplate creating a map overview of the schemes in the Transport Strategy (once updated)
- 7) SO to think about how to get more people to the Forum
- 8) SO/GB to think about creating a communications strategy
- 9) SO to speak to Town Clerk about setting up a Special Forum for wider input into the hotspot map, using April Forum as test run

- 10) SC to draft some text (regarding planning decisions elsewhere impacting Totnes) for the group to consider
- 11) SO to try to incorporate SG comments into Strategy
- 12) SO to look into how to colour code comments so iterations are clear
- 13) ALL, email comments to SO by **5 April 2023** so it can be fed into next iteration of the Strategy

1. Introductions

- a. Brief introductions and apologies
- b. Matters arising not in agenda
 - o SO gave brief update on phase 2 of the wayfinding project. This can be found in Appendix A. Cllr Sweett highlighted the need for a fingerpost sign on the old bridge directing to the river walk to Dartington, there is space on existing post.
 - **ACTION:** SO to pass this information on to TTC Marketing Manager.

2. Terms of Reference update

- The Chair introduced the draft ToRs that had been circulated amongst the Steering Group prior to the meeting and invited comments
- VC asked for clarification around whether Totnes Town Council Planning Committee would *note* or *approve* amendments made to ToRs (ToRs state that they note)
 - o SO explained that as the Forum/Steering Group is an advisory body to the town council and not a sub-committee / not set up by TTC, the Planning Committee (and Full Council) are not required to approve changes.
- No other comments or amendments were requested
- The Steering Group **unanimously voted** to adopt the new Terms of Reference

3. 'New' process discussion

- SO briefly ran through the proposed process that had been circulated to the SG several weeks prior, outlined below:

Email DCC proposing the following:

- a. *Update the issues/schemes section of the Transport Strategy (with help of hotspot map for reference)*
- b. *Prioritise these issues/schemes (using DCC provided criteria)*
- c. *Work with DCC on developing the top 5 issues/schemes further.*

This email would include asking for guidance on what criteria we should use to prioritise. If they disagree with the proposal, ask for guidance on what they recommend instead.

While awaiting DCC approval, we can still add any issues/schemes to the Strategy that we think are needed as this should be done either way.

- DCC were emailed with the above suggestions. We received a very positive reply from Meg Booth (Director of Climate Change, Environment and Transport at DCC) who agreed with the process and put us in touch with another DCC officer who can help us with guidance on criteria.
- This process was added to the agenda for this meeting after some concerns were raised by SG members regarding wider community engagement in the process.
- Discussion around the hotspot map and community engagement
 - VC felt the wider community should be enabled to comment on the map – get wider engagement, show desire to include people
 - Acknowledged issues with time, resources and cost but said some of SG happy to volunteer their time
 - The issue of consultation fatigue was raised. Residents are extremely fed up of being asked about traffic but nothing ever really happening. We need to be wary of this.
 - It was also pointed out that the SG is supposed to be a representative group of the town and so can, to a degree, make recommendations on its behalf.
 - It was also noted that extending out widely risks more stalemate/inaction due to a wide range of opinions. Having a representative Steering Group can help avoid this to a degree.
 - It was suggested that the hotspot map could be a living document accessible for a longer period of time in which residents/stakeholders can add comments at any time.
 - Discussion around how to enable comments
 - Google My Maps with linked Google Form

- It was agreed that the hotspot map should be presented at the Forum meeting in April (26th).
- It was agreed that it would be helpful to have a timeline for the draft/finished strategy to take to DCC
 - September/October agreed as deadline for completing the Strategy update
 - Needs to be considered by TTC beforehand so ready to go to HATOC in November.
 - July deadline for draft for TTC

ACTION: SO to draft timeline of stages (when to go where, process, consultative stages - a few milestones) and liaise with Cllr Hodgson, SC and VC

ACTION: SO to reorder the hotspot map so that things are structured on the left according to area

ACTION: SO to discuss with TB re best set up for map/comments using Google My Maps / Forms

ACTION: SO to add another layer to map for EV chargepoints

ACTION: Contemplate creating a map overview of the schemes in the Transport Strategy (once updated)

ACTION: SO to think about how to get more people to the Forum

ACTION: SO/GB to think about creating a communications strategy

ACTION: SO to speak to Town Clerk about setting up a Special Forum for wider input into the hotspot map, using April Forum as test run

4. Planning decisions elsewhere affecting Totnes

- VC shared concerns around planning decisions elsewhere affecting traffic in Totnes but this not being taken into consideration
 - a. Green light for housing in Paignton will add to traffic pressures in Totnes:
https://www.insidermedia.com/news/south-west/major-paignton-scheme-set-for-green-light?utm_source=southwest_newsletter&utm_campaign=southwest_news_tracker&utm_medium=top_story_article
- Discussion around this issue

- Is it possible to liaise with other entities around us to make planning issues more strategic / collaborative as what they do affects us?
- SC would like us to come up with a clear statement to particularly Torbay Council, directed to their Planning Committee / Planning officers / other key stakeholders that highlights these issues
 - We don't have legal standing, political power, etc. but we should still make a statement about impact that these developments have on us
 - We do have moral power to voice our concerns
 - This could be shared more widely, local newspapers (including Torbay, etc).
- Some Section 106 money from Paignton projects should be coming to us. But current regulation doesn't allow this.
- DCC does have a responsibility to consider strategically and across the board. Does it do so properly?

ACTION: SC to draft some text for the group to consider

5. Traffic Strategy update discussion

SO asked for comments on the draft Strategy update.

- NB: This currently only includes updates to the schemes in the appendix rather than any updates to the policy and strategy text.

Comments made:

- Cut-through traffic needing to be dealt with holistically
 - This issue needs to be added to the strategy text
- It would be useful to have a glossary defining terms
 - E.g., "Town Centre" is mentioned but needs to be defined
- Document doesn't currently reflect changes to driver behaviour
 - Satnavs - quieter routes are being used more
- Documents referred to are out of date and don't reflect the latest thinking

- Access for All section – it feels too all-encompassing, doesn't feel like we are expressing our view of what we want for the town
- 3.2 Air travel - why is this mentioned?
- Add signage issues / improvement to the short-term schemes
- We need to define the boundaries / scope of the document
 - Suggestion to add two maps – one showing boundary of document, the other showing linking roads/routes (e.g. Exeter, Torbay, Plymouth, Dartmouth, Kinsbridge)
- Is population growth mentioned in it?
- Suggestion to remove scheme B5 as we want to be encouraging cycling – and the section in question does not have any issues.

ACTION: SO to try to incorporate these comments into Strategy

ACTION: SO to look into how to colour code comments so iterations are clear

ACTION: ALL, email comments to SO by **5 April** so it can be fed into next iteration of the Strategy

6. Next steps and Forum agenda

- It was agreed that the Forum in April should look at the hotspots map (and add in anything that's missing) and headlines of the Traffic Strategy (with comments from this meeting added)

An introduction to the Strategy - concentrating on its purpose, headline content etc. Explaining that we need to ensure the Strategy is founded in reality, hence our mapping work, including the Hotspots Map.

Consideration of hotspot information:

- Starting with small groups concentrating on their specific locations.
- Checking correct info given.
- Concluding with proposals as to how this could be carried into the Strategy.
- All to support further consultation at a wider Forum meeting.
- It was agreed that the April Forum should be a hybrid meeting to enable as many to attend as possible

End of meeting: 20:00

Appendix A: Wayfinding project phase 2 update

- Signs are currently being made
- What is going in is:
 - 2 hub totems (like one at 7 Stars)
 - North St Car park
 - Between St Mary's and Doble Jewellers
 - Advert board at Town Mill replacing current board
 - Double sided, flat. 2 A1s either side.
 - Map
 - 6-7 ads, reserved for attractions or businesses that service tourists
 - Finger posts
 - Replacement on Waterside Bistro one
 - One outside 7 Stars
 - Old map by bus station being replaced with new map
 - Market square map also being replaced (info board not possible due to stuff under pavement)
 - An info 'I' sign to project out at station where there is a map (on wall by 15 min parking, underneath steps across tracks)

All signs are following the consulted upon look.

Timings: due to get them in end of April, installation planned for May (SHDC) but possibly June due to bank holidays

