



DRAFT AGENDA FOR THE MEETING OF TOTNES TOWN COUNCIL
MONDAY 6TH NOVEMBER 2023 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 Main Chamber.

You are hereby **SUMMONED** to attend a meeting of the Council, on **Monday 6th November 2023 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 Council will adjourn for the following items:

Reports from County and District Councillors.

- a. County Cllr Hodgson – no document.
- b. District Cllr Allen – no document.
- c. District Cllr Birch – document attached.
- d. District Cllr Presswell – document attached.

The Council will convene to consider the following items:

3. CLERK'S REPORT (Standing Item)

To note the Clerk's Report for October 2023 (general updates and correspondence). Document to follow.

4. 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 2nd October 2023 – document attached.

To note the following minutes:

- b. Council Matters 9th October 2023 – document attached.
- c. Planning Committee 16th October 2023 – document attached.

5. CONSIDERATION OF ANY MATTERS ARISING REQUIRING A DECISION

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

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

- a. Full Council 2nd October 2023
- b. Council Matters 9th October 2023.
- c. Planning Committee 16th October 2023.

6. SOUTH HAMS DISTRICT COUNCIL CONSULTATION – PUBLIC SPACE PROTECTION ORDER: DOG CONTROL

To consider the South Hams District Council's consultation on Public Space Protection Orders relating to dogs [deadline 14th November]. Documents attached.

7. COMMITTEE MEMBERSHIP

To consider the committee, working group and link council membership and any changes requested. Document attached.

8. 2024 MEETING DATES

To note the calendar of meeting date for Full Council, committees, working groups and forums for 2024. Document attached.

9. LIST OF MEETING DATES

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

10. NEXT MEETING

To note the next meeting date of Monday 4th December 2023, 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.

11. CONFIDENTIAL ITEMS FROM COMMITTEE (Standing Item)

To consider any recommendations or matters arising that are considered confidential in nature. No document.

12. CIVIC HALL BOILER

To consider quotes to replace the Civic Hall boiler. Documents attached.

13. ELMHIRST PROJECT (Standing Item)

To consider any update on the Elmhirst Site project (commercially sensitive). Verbal update.

Agenda produced by:

Catherine Marlton

Town Clerk

1st November 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 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 6 November 2023**

I report on the following.

The Shady Garden

Unfortunately the group known as the "New World Alliance" ("NWA") took up unauthorised occupation of The Shady Garden on Saturday 28 October 2023 and in doing so caused a public nuisance and disrupted nearby businesses resulting in a loss of trade for some shopkeepers in the vicinity.

Prior to this unlawful event NWA had been informed in writing by SHDC that it did not have the Council's consent or permission to take up occupation of The Shady Garden as it had done previously and such acts should not continue.

I am pressing SHDC to take action and will report further at the meeting on 6 November.

KEVICC Lower Field Site

Following the Town's Council's request to the Totnes Heritage Trust to assist it in encouraging prospective partners to join with it in submitting a revised bid for the Lower Field site at KEVICC I have sent the following letter to the CEO of Education South West and the head of KEVICC.

"I am writing to you in my capacity as chair of the Totnes Heritage Trust following an agreement with the Totnes Town Council to assist it in encouraging prospective partners to join with it in submitting a revised bid for the Lower Field site at KEVICC.

We understand that the school is still awaiting the determination of its application to the Secretary of State for Education for permission to sell the site. This lengthy procedure provides the Town Council with an opportunity to enlist partners to reinforce its earlier bid to purchase the site for the community.

As a result of a generous donation from a locally based philanthropist, an opportunity has arisen to revisit and review the Town Council's previous feasibility work on, and bid to KEVICC for, the Lower Field site. The purpose of this review is to update and develop this work into a new document

specifically designed to seek partners and funders to work with the Town Council in its bid to purchase the site for the community.

The Totnes Heritage Trust involvement arises out of the significance of the Elmhirst Building and Lower Field site to the history, heritage and culture of Totnes. The Trust has received the philanthropic donation pledged to the community bid for the site and is using it to commission and fund the preparation and production of a document aimed at attracting partners to the project as well as meeting with and securing contributing partners

The Trust has instructed a specialist to proceed with the preparation and production of the "partnership prospectus" and discussions and/or meetings are planned with prospective partners to seek to encourage their involvement in the community project and be part of the strengthened bid for the Lower Field site.

In taking this forwarded I wanted to ensure you were made aware of this initiative rather than hear of it through a third party. Hopefully when the opportunity arises you will invite the Town Council and its partners to submit a revised bid for the Lower Field. Quite obviously it will be helpful for us to have some idea as to any time periods we should be working to."

I await a response and meanwhile the Trust has instructed the specialist to proceed.

Kingsbridge Inn

I am pleased to report that the application by the Totnes Heritage Trust to SHDC for the Kingsbridge Inn to be listed as an Asset of Community Value has been successful

The SHDC recommendation reads as follows.

It is acknowledged that this is not a straightforward case. It is considered unequivocal that there was use until Nov 2016 which furthered social wellbeing and interests. In the context of this being the oldest pub in Totnes, with community use since 1684, it is considered that recent case law provides a reasonable basis on which to consider that use up until Nov 2016 still qualifying as 'recent use.'

Further, despite part of the building having being used for residential accommodation since 2019, it is noted that the lease to the tenant itself references that such residential accommodation is ancillary to the primary use of the building which is as a public house (i.e. for sale of alcohol and food). Accordingly, until a change of planning class, to all intents and purposes, the building remains a public house with ancillary residential accommodation.

With respect the option to purchase, whilst it may prove to be relevant if the building is listed and the option is subsequently exercised (as it would be a relevant disposal to which Section 95 of the Localism Act does not apply), the existence of this option need not prevent the listing. Whilst in the context of the option to purchase a future community is not the most likely option, it is far from fanciful, as it remains a possibility that the option may not be exercised. In which case, the landowner may need to review available options, which could include again seeking a tenant to operate the public house after expiry of the lease in 2024, or to market sale of the property.

It is recommended that the Kingsbridge Inn be listed as an Asset of Community Value, as there was a time in the recent past when the primary use of the building as a public house furthered the social wellbeing and interests of the local community, and it is realistic to think that there could be a time in the next 5 years when there might be a use of the building again which furthers social wellbeing/interests. Accordingly, the nomination meets s88(2) of the Localism Act.

SHDC Community Economic Plans

The SHDC Community Economic Plan (CEP) project intended to support the economic aspirations of the five towns within South Hams. Work is already underway in Ivybridge. With economy and jobs being one of the Council's top priorities, the project will develop more collaboration with business communities, empowering them to help write the next chapter for their town.

The project is led by the community and supported by SHDC. It will build on Neighbourhood Plans and will create a clear economic vision for each town. Plans will focus on business growth, sustainability and providing more opportunities for local training, apprenticeships, and employment.

With climate change a top priority for both the Council and local communities, the project will also look at the ways local businesses can reduce their carbon emissions and make better use of the natural environment.

A local steering group including residents, business owners, Ward Members and Ivybridge Town Council has been set up in Ivybridge to lead the way forward.

Finding out what young people want from their town is a vital part of the project and a secondary school steering group has also been set up to help shape Ivybridge for the future generations.

The Council will support the town and those towns that follow by gathering statistical research, running public consultations, and developing future plans. The final stage of each project will see the creation of short, medium and long-term actions that will move each town closer to meeting its own ambitions.

This is very much a local led project and the aspirations and agreed actions should be reflective of the opinions of each community.

I look forward to Totnes being part of the project.

Cllr John Birch
SHDC Member for Totnes
1 November 2023

Sent to:

Clerk

Totnes Town Council Administrator <administrator@totnestowncouncil.gov.uk>,

Totnes Town Council Mayor <mayor@totnestowncouncil.gov.uk>

District Councillor Report

for TOTNES TOWN COUNCIL

06/11/2023

Cllr Anna Presswell

Totnes Parks in the Town Centre

Here in Totnes we have 3 small parks within the town centre – Leechwell, the Lamb and Heaths' gardens. They have been maintained/managed for the last 20 odd years by Susan Holmes, who now in her 80's would like to retire in the spring. She has been instrumental in the management as well as gardening with some volunteers for several decades, and has kept the parks in such a way that our community has benefited no end from her selfless work.

The parks are owned by SHDC and I've had several meetings to decided who and how their continued management will happen. There is no further help from our local gardening volunteer groups who are too busy with their own areas of management.

SHDC parks team will take on the maintenance, but it will reflect its work on shrubbery rather than flowerbeds, due to their limited ground staff. I have asked if in the next SHDC budget round in January an additional grounds person post can be considered to alleviate pressure and to maintain a certain standard of maintenance to continue to benefit our town, with all the benefits our small parks bring to the community.

NHS Dentists in Totnes

I've written several lengthy emails to the Local Integrated Care Board or 'One Devon' which their organisation is known as, to get clarity on gaining another NHS Dentist for Totnes. They don't give out any phone numbers but are based at County Hall and via the Switchboard I've left a message for a call back, so no further news to date.

TALK ACTION

An exciting project helping with the Bridgetown Community Festival next summer by providing Event Training to a team of local people, six months prior to the event. A group of residents will organise the event, with support and training. The Events Team will learn new skills, gain practical work experience and gain skills and practical experience to move into employment,

further education, or voluntary roles. They are of course looking for funding and support so a discussion has been arranged for next week and I'll update for the next Town Council meeting.

Camomile Lawn

Due to the residents being in dispute about having a small play park nearby, its been considered to have some steps and a bench for ease of walking onto the 'plateau' next to the estate, for walkers/dogwalkers. There will be some posters and a small community meeting to invite approval or otherwise within the coming weeks.

Morrisons Car Parking

Awaiting clarity on the new car parking scheme at Morrisons which presently is a potential problem for local shoppers due to how busy its getting, and the difficulty of finding a space to park. The car park has been allowing businesses users to have cheap parking for a full day. There are Pros and Cons of the scheme – and we await the full details of how they see the scheme working, how long is the trial and their means of analysis.

Meanwhile be prepared to do a couple of laps next time you visit, to find a space.

Totnes Rural Area Youth Engagement Project (TRAYE)

The second TRAYE Youth group was held at Bridgetown Community Hall on Tuesday. The take up for children has been slow, but this was a delay in marketing it. Please see the leaflets and advertise to friends and family in the area.



ITEMS 4A + 5A

DRAFT MINUTES FOR THE MEETING OF TOTNES TOWN COUNCIL
MONDAY 2ND OCTOBER 2023 IN THE GUILDHALL

Present: Councillors E Price (Chair), G Allen, L Auletta, C Beavis, T Bennett, J Chinnock, S Collinson, T Cooper, J Cummings, J Hannam, J Hodgson, D Peters, A Presswell, N Roberts and L Smallridge.

Apologies: Cllr Piper.

In Attendance: Members of the public, DCllr Birch, C Marlton (Town Clerk) and 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 agreed unanimously.

The Committee will adjourn for the following items:

Reports from County and District Councillors.

- a. County Cllr Hodgson
- b. District Cllr Allen
- c. District Cllr Birch
- d. District Cllr Presswell

*It was **RESOLVED** to suspend standing orders.*

- a. County Cllr (C Cllr) Hodgson updated on the Devon County Council Full Council, including a petition on '20's Plenty' campaign, active travel funding from central government, recycling, South Devon Freeport, and mobile library service. CCllr Hodgson also relayed a request from TRAYE (Totnes Rural Youth Engagement) asking for an annual £3.5K funding from Council's precept for youth services.
- b. District Cllr Allen had submitted a report.
- c. District Cllr Birch apologised for not submitting a report. He updated that the Kingsbridge Inn had been made an asset of community value and that the SHDC Executive Committee in September has approved the Totnes Neighbourhood Plan to move to referendum.
- d. District Cllr Presswell had submitted a report.

The Council reconvened.

3. CLERK'S REPORT (Standing Item)

To note the Clerk's Report for September 2023 (general updates and correspondence).

Noted.

4. 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 4th September 2023.

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

To note the following minutes:

b. Council Matters Committee 11th September 2023.

Noted.

c. Planning Committee 18th September 2023.

Noted.

d. Town Matters Committee 25th September 2023.

Noted.

5. 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 4th September 2023.

No matters arising.

b. Council Matters Committee 11th September 2023.

Item 7. Identity Verification – It was **RESOLVED** that the Council allows the continuation of the service of proof of life/pension form certification subject to the insurer's consent and confirmation of coverage, and the following two Office procedures: a copy of the signed form is taken and kept; and photo ID is seen and also a copy kept for future reference.

Item 15. Asset Transfer – It was **RESOLVED** that Totnes Town Council formally approach South Hams District Council to request further information about possible asset transfers.

c. Planning Committee 18th September 2023.

Item 6. Traffic, Transport and Pedestrian Policy – It was **RESOLVED** that the Traffic, Transport and Pedestrian Policy is adopted as written.

Item 7. NALC Response to Local Plans Consultation – It was **RESOLVED** that the Council responds to the consultation using the NALC wording, therefore reinforcing the NALC position which the Committee supports.

Item 11. Planning Appeal Representation – It was **RESOLVED** that the Council withdraws its application for Rule 6 status.

d. Town Matters Committee 25th September 2023.

Item 4. Community Award Policy – It was **RESOLVED** that the policy is adopted, subject to an amendment clarifying who will be invited to attend.

Item 5. Skate Park Consultation – It was **RESOLVED** that:

- The Council supports the requirement and need for a skate park;
- The safety of skaters should be borne in mind in deciding on the location; and
- The Council will support the outcome of the consultation process.

Item 6. Climate and Ecological Emergency Forum – It was **RESOLVED** that the Council:

- Supports the Friends of the Dart Bathing Water Designation application by signing the letter of support [see end of minutes]; and
- Helps to share information about the Friends of the Dart's community designated river health project.

Item 7. KEVICC Engagement – It was **RESOLVED** that:

- The Council engages with KEVICC on this student scheme and that TOPS and the two primary schools in Totnes are offered similar levels of engagement; and
- Cllr Bennett would be the Council's representatives to outside bodies.

Item 8. D-DAY 80TH Anniversary Commemorations – It was **AGREED** that ideas to mark this anniversary would return to the Town Matters Committee in November for further discussion, with Cllrs Hodgson and Presswell invited to attend.

Item 9. RNLI Request – It was **RESOLVED** that:

- The Council supports this request to speak with a member of the RNLI with the caveat that any funding will need to be part of any wider grant process; and
- Cllr Price will meet with the RNLI representative.

6. SOUTH HAMS DISTRICT COUNCIL CORPORATE STRATEGY

To consider the South Hams District Council's Corporate Strategy 2024-2028, its aims and objectives in order to respond to the consultation [deadline 20th October].

It was observed that there is no section addressing health and wellbeing the proposed South Hams District Council. It was **AGREED** that Cllrs will respond individually, rather than provide a Full Council response.

7. COMMITTEE MEMBERSHIP

To consider the committee, working group and link council membership and any changes requested.

The following memberships were **RESOLVED**:

- DALC Larger Councils Committee – addition of Cllr Hodgson.
- Police and Crime Commissioner Councillor Advocate – Cllr Peters.
- School Engagement – Cllr Bennett
- Open Space, Sports Provision and Leisure – addition of Cllr Roberts.
- Inclusive Totnes – addition of Cllr Hodgson.
- DALC County Committee – no longer meeting.

8. LIST OF MEETING DATES

To note a list of upcoming meeting dates.

Noted.

9. NEXT MEETING

To note the next meeting date of Monday 6th November 2023, 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.

10. CONFIDENTIAL ITEMS FROM COMMITTEE (Standing Item)

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

No recommendations.

11. PAYMENTS CONTRARY TO FINANCIAL REGULATIONS

To consider the suspension of Financial Regulations section 5.3 to make payments in advance of goods received for (commercially sensitive). Document attached:

a. Civic Hall pillars art project.

It was **RESOLVED** to make the payment for the art project to commence.

Cllr Emily Price
Chair



ITEMS 4B + 5B

DRAFT MINUTES FOR THE MEETING OF COUNCIL MATTERS MONDAY 9TH OCTOBER 2023 AT 6.30PM IN THE GUILDHALL

Present: Councillors B Piper (Chair), C Beavis, T Bennett, J Chinnock, J Hodgson, D Peters and E Price.

Apologies: Cllr Hannam.

In Attendance: C Marlton (Town Clerk) and 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 were accepted.

The Committee will adjourn for the following items:

PUBLIC QUESTION TIME

There were no members of the public present.

The Committee will reconvene to consider the following items:

2. CONFIRMATION OF MINUTES

To approve the minutes of 11th September 2023 and update on any matters arising.

The minutes were **AGREED** as an accurate record of the proceedings.

3. BUDGET MONITOR

To consider the Budget Monitor including the reserves projection and Christmas budgets.

An amended Budget Monitor was circulated due to an auto sum error. This was considered and **AGREED**.

4. MAYOR'S ENGAGEMENTS AND BUDGET

To consider the Mayor's engagements since July 2023 and the current budget.

This was considered and **AGREED**.

5. HUMAN RESOURCES (HR) POLICIES

To review the following HR policies:

- a. Discipline Policy and Procedures.
- b. Grievance Policy.
- c. Whistleblowing Policy.

Policies a-c were unanimously **AGREED**.

6. COMMUNITY GRANTS

To consider running a second round for community grant applications.

It was **AGREED** to delay a decision and to revisit in January. It was also **AGREED** that the Town Clerk would contact Caring Town to obtain their strategic priorities and thoughts on the structure of community support funding. To **RECOMMEND** to Full Council that Cllrs Chinnock and Peters are link councillors/representatives on outside bodies for the TQ9 Partnership meetings.

7. SAVINGS ACCOUNT BALANCES

To note the savings account balances.

Noted. The balances are: £80681.49 - Charity Bank Instant Access and £323582.68 - Nationwide 35 day Access.

8. COUNCIL ASSETS AND PUBLIC REALM GROUP

To note the minutes of the Council Assets and Public Realm Working Group held on 19th September.

Noted. Cllr Hodgson will take the birdboxes back to Climate Emergency and Cllr Peters will make them when the specification is agreed. The following recommendations relating to requests from Totnes Gardens were **AGREED** unanimously:

- Three new planters for Coronation Road - turn down.
- Take over planting and maintenance of the three planters near the bus stop - £150 to Totnes Gardens to maintain the Visit Totnes Planters.

9. DATE OF NEXT MEETING

To note the date of the next meeting of the Council Matters Committee – Monday 13th November 2023 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 (financial).

These were reviewed and unanimously **AGREED**.

11. INTERNAL AUDIT SERVICE

To consider appointing an internal audit service for 2023/24 (commercial).

The quotes were considered and Devon Audit Partnership were appointed.

12. STAFF ATTENDANCE

To note sickness and overtime balances (personal details).

Noted.

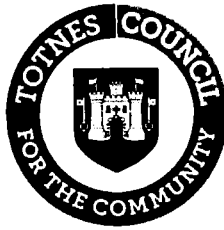
13. STAFFING UPDATE

For any general or urgent updates that required confidential sharing with Councillors (staffing).

It was **AGREED** that the Town Clerk could delay commencement of the Community Governance qualification for a couple of years due to capacity and financial restrictions.

Catherine Marlton

DRAFT



Items 4c + 5c

DRAFT MINUTES FOR THE PLANNING COMMITTEE

MONDAY 16TH OCTOBER 2023 IN THE GUILDHALL

Present: Councillors T Bennett (Chair), G Allen, L Auletta, S Collinson, T Cooper, J Cummings, J Hodgson (from 1840) and L Smallridge.

In Attendance: Member of the public, Cllr Beavis, 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 Bennett read out a statement about how the meeting would be conducted and recorded.

There were no apologies.

The Committee will adjourn Standing Orders for the following items:

PUBLIC QUESTION TIME

The member of the public (the architect for Wrinklehorn) explained how the plans have been revised following the Committee's comments received in August. The application will be resubmitted and include amendments to the glazing, chimney and vinery door opening.

Cllr Beavis asked about what an acronym stood for in the Traffic and Transport papers and whether the conservation area review could address the issue of waste bins left in Church Walk.

The Committee reconvened Standing Orders.

2. CONFIRMATION OF MINUTES

To approve the minutes of 19th September 2023 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. 3244/23/TCA - T1: Indian Silk - reduced to standing pollard of 3m from ground level to maintain a smaller canopy. Lavendel, Gills Nursery, Totnes, TQ9 5DG.
Support.

3b. 3245/23/TCA - T1: Holly - to be felled, tree in decline on one side due to being in close proximity to neighbouring hedge. Jacada, South Street, Totnes, TQ9 5DZ.
Support. The Committee requests that a suitable replacement tree is planted.

4. PLANNING APPLICATIONS

To make recommendations on the following planning applications:

Note: Cllrs Allen and Hodgson observes and do not vote on any applications which would potentially be discussed at a Development Management Committee meeting at SHDC.

4a. 1522/22/FUL - READVERTISEMENT (revised plans & documents) Construction of 6No. two-storey residential dwellings with associated landscaping. Proposed Developments Site East, Dartington Lane, Dartington, TQ9 5LB.

Object. The comments made by the Totnes Town Council Planning Committee in June 2022, January 2023 and April 2023 still stand and the Committee is disappointed that its and statutory consultee comments, such as National England, are still not addressed in the revised plans. The Committee is surprised to see how little in the design has changed following the design review panel report. In addition, the Committee has concerns about:

- S106 inclusion of sustainable travel vouchers. This funding would be better invested in transport such as Bob the Bus or in the creation of the cycle path/footway connecting Nellies Wood through the Dartington Lane West development to link up with the river path.
- Play area – the main play area for the development is sited across the Dartington Lane, relying on children having to cross the road. The natural play area identified for this site is next to a public footpath and in close proximity to the river, both of which present safety issues.
- Flood risk and the potential impact of flooding on Totnes Railway Station from multiple developments in the Dartington and river area, as any loss of service impacts the connectivity of Plymouth and Cornwall to the rest of the country.
- Accessibility of dwellings – has an accessibility statement been produced or numbers outlining how many dwellings are fully accessible to those with accessibility requirements?

4b. 1523/22/FUL - READVERTISEMENT (revised plans & documents) Construction of 39No. two-storey dwellings with associated landscaping. Proposed Developments Site West, Dartington Lane, Dartington, TQ9 5LB.

Object. The comments made by the Totnes Town Council Planning Committee in June 2022, January 2023 and April 2023 still stand and the Committee is disappointed that its and statutory consultee comments, such as National England, are still not addressed in the revised plans. The Committee is surprised to see how little in the design has changed following the design review panel report. In addition, the Committee has concerns about:

- S106 inclusion of sustainable travel vouchers. This funding would be better invested in transport such as Bob the Bus or in the creation of the cycle path/footway connecting Nellies Wood through the Dartington Lane West development to link up with the river path.
- Play area – the main play area for the development is sited next to the car park which presents safety issues for children using the area and the wider woodland play destinations given their close proximity to the entrance into the development and motorists.
- Flood risk and the potential impact of flooding on Totnes Railway Station from multiple developments in the Dartington and river area, as any loss of service impacts the connectivity of Plymouth and Cornwall to the rest of the country.
- Accessibility of dwellings – has an accessibility statement been produced or numbers outlining how many dwellings are fully accessible to those with accessibility requirements?

4c. 2687/23/HHO – Householder application for demolition of existing single-storey rear outrigger, side infill extension, construction of single-storey rear extension & associated internal refurbishment. 5 Priory Terrace, Totnes, TQ9 5QE.
Support.

4d. 2824/23/HHO - Householder application for proposed alterations to roof, single extension, 1 no Balcony (resubmission of 1685/22/HHO). Monksway, Ramparts, Totnes, TQ9 5QH.
Comment – the Committee is pleased to see that the roof shape is being retained but regret to see the continued change to the fenestration pattern which will affect the character of the building in a conservation area.

4e. 2150/23/FUL - Kitchen/sun lounge extension. Flat 1, Moat Hill House, Moat Hill, Totnes, TQ9 5ER.
Support.

4f. 3118/23/COM - Notice of intention to install a medium wooden pole at 10m high for the purpose of building an electronic communications network. 75a Mesa House, Higher Westonfields, Totnes, TQ9 5QZ.
Not discussed as overtaken by events – decision notice issued (permitted development).

4g. 3140/23/COM - Notice of intention to install electronic communication apparatus comprising of one 10m medium wooden pole. 29 Higher Westonfields, Totnes, TQ9 5RA.
Not discussed as overtaken by events – decision notice issued (permitted development).

4h. 3156/23/VAR - Application for variation of conditions 2 (approved plans) of planning consent 0351/23/HHO. 5 Westonfields, Totnes, TQ9 5QU.
Support.

4i. 2558/23/FUL – Change of use to Class E. Unit M, Scope Complex, Wills Road, Totnes, TQ9 5XN.
Support.

4j. 3111/23/LBC - Listed building consent to alter chimney pot and add chimney fan. Castle House, Plymouth Road, Totnes, TQ9 5PQ.
Support.

4k. 2333/23/LBC - Listed building consent to repair & rebuild front section of stone cottage. 5 Coldharbour, Bridgetown, Totnes, TQ9 5BJ.
Support, but would wish to ensure that the heritage officer has seen and is content with the detail of the methodology statement and that the cleaning of the stone relates to the edges to be re-mortared, not the face of the stone as this would not sit well in terms of visual appearance in the wider terrace.

4l. 3232/23/LBC - Listed building consent to install a quilt on the back of the softwood truss supporting No 47 roof. Remove temporary prop and install new Oak purlin. Repairs to East and West chimneys. 43 High Street, Totnes, TQ9 5NP.
Support.

4m. 2762/23/FUL - Proposed development of gate and steps from road and bridge over Gatcombe Brook. Land At Sx 816 627 Littlehempston Cross To Littlehempston Littlehempston. Cllr Hodgson declared a personal interest. Support. The proposed bridge aids accessibility and helps to provide a safe public transport link between Littlehempston and Totnes.

The Committee voted to extend the meeting by 30 minutes.

5. RESIDENTS PARKING AMENDMENT ORDER

To consider A Devon County Council proposal to introduce residents parking (Zonal) Mon-Sat 9am-6pm Zone E (Totnes) on specified lengths of Swallowfields, Dartside and Riverside; Disabled Badge Holders Only At Any Time on specified lengths of Swallowfields.

Cllr Smallridge declared a personal interest. The Committee is supportive of the order but would request that there is an amendment to the timings detailed in the proposed order to make the residents parking enforceable 24hrs a day 7 days a week, due to continued parking in this road for leisure use (which will still create an issue after 6pm and on a Sunday with the proposed order as currently drafted).

6. CONSERVATION AREAS REVIEW

To consider any outline comments to South Hams District Council prior to the formal public consultation on the Conservation Area review.

There was discussion of extending the area to include Leechwell Garden and the terraces on Maudlin Road. It was **AGREED** to discuss this review with the Heritage Officer on Wednesday to understand what could be within the scope of a boundary extension, then for Cllrs to formulate comments to be circulated to the wider Committee for agreement. [Post-meeting note: the comments that were submitted, agreed by email are: The Planning Committee of Totnes Town Council suggests extending the conservation area to include the following areas:

- Leechwell Gardens and car parks, Maudlin Road Victorian cottages, Moorashes meadow and the high quality well designed modern houses on Heathway/Heathcourt which sit between these areas.
- Brooklands and the non-designated side of Somerset Place in Bridgetown - these are decorative brick/stone terraced housing similar to that on Maudlin Road which are fairly intact and deserve some protection.

7. TRAFFIC AND TRANSPORT FORUM

To consider any recommendations from the Traffic and Transport Forum Steering Group held on 5TH October 2023.

Noted.

8. DATE OF NEXT MEETINGS

To note the date of the next meeting of the Planning Committee – Monday 20th November 2023 at 6.30pm in the Guildhall.

Noted.

Sara Halliday
Governance and Projects Manager
October 2023

ITEM 5 – CONSIDERATION OF RECOMMENDATIONS

5a. Full Council, 2nd October 2023

No recommendations.

5b. Council Matters Committee, 9th October 2023

Item 6. COMMUNITY GRANTS - To **RECOMMEND** to Full Council that Cllrs Chinnock and Peters are link councillors/representatives on outside bodies for the TQ9 Partnership meetings.

5c. Planning Committee, 18th September 2023

No recommendations.

ITEM 6 – SOUTH HAMS DISTRICT COUNCIL CONSULTATION – PUBLIC SPACE PROTECTION ORDER: DOG CONTROL

South Hams District Council (SHDC) are consulting on reviewing our Dog Control Public Space Protection Orders (PSPO). PSPO's is a tool available to Councils under the Anti-Social Behaviour, Crime and Policing Act 2014 and are intended to be used to deal with a particular nuisance or problem in a specific area that is having a detrimental effect to the local community's quality of life, by imposing conditions on the use of that area which will apply to everyone. Officers can issue fixed penalty notices up to £100.00 for those who don't follow the Orders. The current PSPO's are due to expire March 2024 and so we need to consult to see if the current ones should be extended or any additional areas to be included.

Existing offences which we are looking to extend:-

1. Failure to pick up after a Dog - Dog Fouling
2. Requiring Dogs to be on leads / Failure to put a dog on a lead after being instructed to do so by an authorised officer - Dogs on Leads
3. Dog Exclusions Areas - Dog Exclusion

We are proposing to make the following changes:

You will need to keep your dog on a lead in more areas

Our Localities teams will be speaking with the local communities and will be putting posters up in the District.

Consultation: How to have your say

The consultation involves all stakeholders who may be affected including the general public, Devon and Cornwall Police, Local Parish and Town Councils. Anyone can give their views during the consultation period which runs from 10th October 2023 – 14th November 2023.

The survey's questions are:

1. Do you think we should continue enforcing that dog walkers must have a bag (or similar) to pick up their dog waste? Do you think we should continue to enforce this? (Yes/No/Don't know)
2. It is currently necessary for owners to keep dogs on leads in certain areas, or to put their dogs on leads when asked to by one of our authorised officers.
 - This article applies to all areas covered by Rule 56 of the Highway Code i.e., on the road, or on the pavement, or on a path shared with cyclists or horse riders, within 30 mph speed zones.
 - Areas with retail premises designated as zone 1 under the Environmental Protection Act 1990 i.e., where there are 2 or more commercial / shop premises
 - Car Parks
 - Cemeteries and Churchyards
 - Any fenced, hedged or walled pond, area of water or nature reserve
 - Marked sports fields while organised sport is in progress
 - Areas stated as formal gardens, and
 - Specifically the site known as Courtenay Park, Salcombe.

Looking at the existing powers listed above, are you in support of continuing with the existing arrangements for placing a dog on a lead? (Yes/No/Don't know)

Which places do you think it would be better to keep dogs on leads?

Please explain why dogs should be on leads in these areas.

3. It is currently an offence to allow a dog into all land within our Council's control including:

- Any fenced, hedged or walled children's play area
- Any fenced, hedged or walled bowling green
- Any fenced, hedged or walled tennis court
- Any fenced, hedged or walled skateboard or BMX park
- Any fenced, hedged or walled putting green
- Any sporting or recreational facility pitch when sport is in play
- South Sands Beach – Salcombe (seasonal)
- Mouthwell Sands – Hope Cove (seasonal)
- Bigbury Beach – (seasonal)

Do you support continuing these existing powers on council land? (Yes/No/Don't know)

Do you have any suggestions to places where you think dogs should not be allowed?

What are your reasons for your suggested places where dogs should be stopped from going.

4. How do you feel about the current PSPO guidelines? Happy, Satisfied, Neutral, Dissatisfied, Unhappy

ITEM 7 – COMMITTEE MEMBERSHIP

Arts & Events Working Group – Cllr Auletta

TQ9 Partnership (as Link Cllrs for either Elderly and Vulnerable People or Young People/Youth) – Cllrs Chinnock and Peters.

ITEM 8 – CALENDAR OF TOTNES TOWN COUNCIL MEETINGS 2024

	Full Council	Council Matters Committee	Planning Committee	Town Matters Committee	Council Assets and Public Realm	Arts and Events	Climate Emergency Forum	Traffic and Transport Forum
Officers attending /note taking	Monthly	Monthly	Monthly	Bimonthly	Bimonthly	Bimonthly	Monthly	3 Monthly Steering Groups Monthly (as required)
	Catherine Marlton /	Catherine Marlton / Christina Bewley	Sara Halliday	Sara Halliday / Lucy Ferrier	Christina Bewley / Tom Hussey / Sara Halliday	Lisa Baumbach / Lucy Ferrier	Maiken Hutchings	Maiken Hutchings
Jan = 7	MEETING - 8 th	MEETING - 15 th	MEETING - 22 nd	MEETING - 29 th	None	MEETING - 17 th	MEETING - 16 th	MEETING - 31 st
Feb = 7	MEETING - 5 th	MEETING - 12 th	MEETING - 19 th	None	MEETING - 21 st	None	MEETING - 20 th	SG MEETING - 28 th
Mar = 7	MEETING - 4 th	MEETING - 11 th	MEETING - 18 th	MEETING - 25 th	None	MEETING - 20 th	MEETING - 19 th	SG MEETING - 27 th
Apr = 7	MEETING - 8 th	MEETING - 15 th	MEETING - 22 nd	MEETING - 29 th	MEETING - 17 th	None	MEETING - 16 th	MEETING - 24 th
May = 6	MEETING - 13 th	MEETING - 20 th	MEETING - 22 nd or 28 th (TBC)	None	None	MEETING - 15 th	MEETING - 21 st	SG MEETING - 29 th
Jun = 7	MEETING - 3 rd	MEETING - 10 th	MEETING - 17 th	MEETING - 24 th	MEETING - 19 th	None	MEETING - 18 th	SG MEETING - 26 th
Jul = 6	MEETING - 1 st	MEETING - 8 th	MEETING - 15 th	None	None	MEETING - 17 th	MEETING - 16 th	MEETING - 31 st
Aug* = 2	MEETING - 5 th	None	MEETING - 19 th	None	None	None	None	None
Sep = 7	MEETING - 2 nd	MEETING - 9 th	MEETING - 16 th	MEETING - 23 rd	MEETING - 18 th	None	MEETING - 17 th	SG MEETING - 25 th
Oct = 7	MEETING - 7 th	MEETING - 14 th	MEETING - 21 st	None	None	MEETING - 16 th	MEETING - 15 th	MEETING - 30 th
Nov = 7	MEETING - 4 th	MEETING - 11 th	MEETING - 18 th	MEETING - 25 th	MEETING - 20 th	None	MEETING - 19 th	SG MEETING - 27 th
Dec = 2	MEETING - 2 nd	None	MEETING - 9 th	None	None	None	None	None

*If required

ITEM 9 – LIST OF MEETING DATES

Month	Full Council, 7pm	Council Matters Committee, 6.30pm	Planning Committee, 6.30pm	Town Matters Committee, 6.30pm
November 2023	Monday 6 th	Monday 13 th	Monday 20 th	Monday 27 th
December 2023	Monday 4 th	Monday 11 th	Monday 18 th	No meeting
January 2023	Monday 8 th	Monday 15 th	Monday 22 nd	Monday 29 th

Council Assets and Public Realm Working Group (12pm in the Guildhall) - 21st November 2023

Climate Emergency Forum (6pm third Tuesday of each month in person and/or via Zoom) - 21st November 2023

November

Full Council – 6th November at 6.30pm

Council Matters Committee – 13th November at 6.30pm

Planning Committee – 20th November at 6.30pm

Council Assets and Public Realm Working Group – 21st November at 12.00pm

Climate Emergency Forum – 21st November at 6.00pm

Town Matters Committee - 27th November at 6.30pm

Traffic and Transport Steering Group – 29th November at 6.30pm *if required*

December

Full Council – 4th December at 6.30pm

Council Matters Committee – 11th December at 6.30pm

Planning Committee – 11th December at 6.30pm

January

Full Council – 8th January at 6.30pm

Council Matters Committee – 15th January at 6.30pm

Climate Emergency Forum – 16th January at 6.00pm

Arts and Events Working Group – 17th January at 12.00pm

Planning Committee – 22nd January at 6.30pm

Town Matters Committee – 29th January at 6.30pm

Traffic and Transport Steering Group – 31st January at 6.30pm if required

