



## AGENDA FOR THE PLANNING COMMITTEE

### MONDAY 18<sup>TH</sup> MARCH 2024 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 18<sup>th</sup> March 2024** at **6.30pm** for a maximum of 90 minutes in the Guildhall for the purpose of transacting the following business:

**Committee Members:** Councillors T Bennett (Chair), G Allen, L Auletta, S Collinson, T Cooper, J Cummings, J Hodgson 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 19<sup>th</sup> February 2024 and update on any matters arising. Document attached.

#### 3. TREE WORKS APPLICATIONS

To make recommendations on the following tree works applications:

3a. 0627/24/TCA – T1: 1 x Ash – dismantle and fell to near ground level. 3 Seymour Villas, Pathfields, Totnes, TQ9 5QR. See

<https://southhams.planning-register.co.uk/Planning/Display/0627/24/TCA>

3b. 0663/24/TCA – T1: Fig - crown reduce overall by 0.5m back to previous pruning points while retaining the main framework & shape of the crown & therefore a high proportion of the foliage bearing structure. T2: Magnolia - crown reduce overall by 1m back to previous pruning points while retaining the main framework & shape of the crown & therefore a high proportion of the foliage bearing structure. 1 North Castle Mews, North Street, Totnes, TQ9 5NQ. See <https://southhams.planning-register.co.uk/Planning/Display/0663/24/TCA>

#### 4. PLANNING APPLICATIONS

To make recommendations on the following planning applications:

4a. 3915/23/HHO - Householder application for roof extension (resubmission of 1353/22/HHO). 13 Springhill Road, Totnes, TQ9 5RD. See <https://southhams.planning-register.co.uk/Planning/Display/3915/23/HHO>

4b. 3939/23/FUL – Rear first floor extension to existing office. Little Priory Court, Fore Street, Totnes, TQ9 5NJ. See <https://southhams.planning-register.co.uk/Planning/Display/3939/23/FUL>

4c. 0023/24/HHO – Householder application for erection of a single storey extension. 5 Somerset Place, Totnes, TW9 5AX. See <https://southhams.planning-register.co.uk/Planning/Display/0023/24/HHO>

4d. 0625/24/LBC - Listed building consent for new internal finishes & fire door on the first floor commercial space only (retrospective). 29 High Street, Totnes, TQ9 5NP. See <https://southhams.planning-register.co.uk/Planning/Display/0625/24/LBC>

4e. 0137/24/ADV - Advertisement consent for fascia signs to both front & side elevation are to be formed using 5mm green acrylic cut lettering & logos mounted onto 20mm stand off fixings, making total projection 25mm, maximum height of logo being 300mm & largest letter being 160mm. First Floor, 57 High Street, Totnes, TQ9 5NP. See <https://southhams.planning-register.co.uk/Planning/Display/0137/24/ADV>

And to note:

4f. 0721/24/LBC - Listed building consent to enlarge modern door opening in internal partition wall & install kitchenette tea point. The Guildhall Offices, 5A Ramparts Walk, Totnes TQ9 5QH. See <https://southhams.planning-register.co.uk/Planning/Display/0721/24/LBC>

#### 5. LICENSING APPLICATION

To consider the following applications for a new premises licence:

5a. Lounge, 6 The Plains, Totnes, TQ9 5DR. Document attached.

5b. J & J Brewing Company Limited, Unit 6, Burke Road, Totnes, TQ9 5XL. Document attached.

#### 6. DATE OF NEXT MEETING

To note the date of the next meeting of the Planning Committee – Monday 22<sup>nd</sup> April 2024 at 6.30pm in the Guildhall.

S Halliday  
Governance and Project Manager  
13<sup>th</sup> March 2024



## DRAFT MINUTES FOR THE PLANNING COMMITTEE

### MONDAY 19<sup>TH</sup> FEBRUARY 2024 IN THE GUILDHALL

Present: Councillors T Bennett (Chair), G Allen (from 1833), L Auletta, T Cooper, S Collinson (from 1836), J Cummings (from 1834), J Hodgson (from 1838).

Apologies: Cllr Smallridge.

In Attendance: Five members of the public, Cllr Beavis, Chair of the Traffic and Transport Forum, 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.

The apologies were accepted.

*The Committee will adjourn Standing Orders for the following items:*

#### PUBLIC QUESTION TIME

The Chair of the Traffic and Transport Forum read from a note that he, as Chair, had circulated to the Committee about the Baltic Wharf application with regards to S106 contributions for travel and transport projects. The note calls for liaison with South Hams District Council (SHDC) and Devon County Council (DCC) Highways, and making sure that robust S106 considerations are in place to maximise safeguards for local communities. In considering the S106 requirements SHDC and DCC should have regard to the following: Totnes Neighbourhood Plan policies E7 (Sustainable Transport) and E8 (Walking and Cycling); the Town Council's Traffic, Transport and Pedestrian Policy; existing significant challenges to active travel in Totnes; focus on active travel; and the physical measures that need funding on St Katherine's Way and The Plains.

Members of the public spoke against the Baltic Wharf Phase 2 application (reference 3995/23/FUL) including: St Katherine's Way congestion; pedestrian route from the development – there is a pavement on one side of the road (not both) at New Walk; tight corners for construction and boatyard traffic; infrastructure – do the current doctors' surgeries and pharmacies have the capacity to absorb the additional pressure based on existing provision; the area is the only remaining space to enhance marine industry in the town this will be lost by building houses; insufficient car parking in the plan, particularly for visitors to residents; flood risk area.

*The Committee reconvened Standing Orders.*

#### 2. CONFIRMATION OF MINUTES

**To approve the minutes of 22<sup>nd</sup> January 2024 and update on any matters arising.**

The minutes were approved as an accurate record of proceedings. There were no matters arising.  
DRAFT Planning Committee, 18<sup>th</sup> February 2024 1

### 3. 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.*

3a. 3995/23/FUL - Full planning application for the phased delivery of a mixed-use development comprising marine workshops (Use Class B2) and boat storage, offices (Use Class E), care home (Use Class C2), houses and apartments (Use Class C3), mixed commercial uses (Use Class E) and associated infrastructure. Baltic Wharf Boatyard, St Peters Quay, Totnes, TQ9 5EW.

Object. It was **AGREED** that:

- Councillors would provide detailed comments to be circulated out of Committee for agreement (for submission by the officer on 28<sup>th</sup> February) on the following themes – access, public realm, boatyard, design (including scale and massing), impact on the town (health and education), biodiversity, flooding, lack of affordable housing, travel/traffic;
- the note from the Traffic and Transport Forum Chair regarding S106 contributions for travel would be submitted as part of the Committee's comments;
- the Committee supports the points made by the South Hams Society on the application; and
- the Committee commends the SHDC officer pre-application input on the designs.

3b. 3231/23/OPA - Outline application with some matters reserved for mixed use 8 Houses and three commercial units. Land At Ngr Sx797614, Nellies Wood View, Dartington.

As a site is part of the gateway to Totnes and as a neighbouring council, the Committee wishes to object. The application does not comply with the Joint Local Plan and what is being proposed is neither residential nor industrial/employment space and doesn't meet the housing need of affordable housing. The Committee would expect to see a biodiversity net gain on site and has concerns about the flood risk.

The Committee voted to extend the meeting by 15 minutes.

3c. 0344/24/FUL - Proposed reverting 'Archway House' from a single house back to two cottages as it was previously arranged. Archway House, 4 South Street, Totnes, TQ9 5DZ.

Support.

3d. 0135/24/LBC – Listed building consent for minor internal works to fit out the existing premises to become a Childrens Hospice South West charity shop. First Floor, 57 High Street, Totnes, TQ9 5NP.

Support. However, the Committee is concerned that internal work has already commenced.

3e. 4130/23/FUL - Proposed installation of four opening roof windows to a building in a Conservation Area. The Forge, Collins Road, Totnes, TQ9 5PJ.

Support.

3f. 0063/24/LBC - Listed Building Consent for front elevation repairs, roof covering & 3 No windows replacement. 2 Seymour Lodge, Bridgetown Hill, Totnes, TQ9 5BA.

Comment – the fan light (window #1) isn't in keeping and a casement window to match window #2 would be more appropriate as window #1 is visible from a longer view.

3g. 0081/24/HHO - Householder application for replacement of existing boundary fence with hazel hurdle boundary fence. Seymour Terrace, Bridgetown, Totnes, TQ9 5AQ.  
Cllr Allen declared a personal interest. Comment – the Committee supports the hazel hurdle fence but objects to the retention of the close boarded gate.

#### **4. BALTIC WHARF S106 FOR TRAVEL**

**To consider travel/transport projects for S106 funding from Phase 2 of the Baltic Wharf development and make a recommendation to Full Council.**

To **RECOMMEND** to Full Council that it responds to Devon Highways:

- to seek S106 contributions for physical improvements outside of the Baltic Wharf site boundary in the vicinity of the development (St Katherine's Way and The Plains) to improve active travel and pedestrian safety for new and existing residents and the wider community;
- to seek S106 contributions to address the Air Quality Action Plan issues in Totnes;
- registering concerns about the traffic data used in the planning application which records lower vehicle movements than the DCC Highways data; and
- endorsing the note produced by the Traffic and Transport Forum Chair.

#### **5. TRAFFIC AND TRANSPORT FORUM**

**To note the minutes from the Traffic and Transport Forum Annual General Meeting held on 31st January 2024 including the recommendation under item 10 (Totnes to Buckfastleigh cycle link) and make a recommendation to Full Council.**

Noted. To **RECOMMEND** to Full Council that it writes to Sustainable Staverton in support of the Totnes to Buckfastleigh cycle link.

#### **6. PARISH PATHS PARTNERSHIP**

**To note the annual Parish Paths Partnership return for footpaths and bridleways in Totnes.**

Noted. The Committee thanks the Chair of Totnes Ramblers in carrying out this work.

#### **7. EVENTS ON SOUTH HAMS DISTRICT COUNCIL LAND**

**To note the following event taking place on South Hams District Council land:**

- a. Teignbridge Trotters Totnes 10K Event, Sunday 4<sup>th</sup> August 0700-1530hrs, Borough Park.

Noted.

#### **8. DATE OF NEXT MEETING**

**To note the date of the next meeting of the Planning Committee – Monday 18th March 2024 at 6.30pm in the Guildhall.**

Noted.

The meeting closed at 8.20pm

Sara Halliday  
Governance and Projects Manager  
February 2024



ITEM SA

**Totnes Town Council Administrator**

---

**From:** SW-Licensing <licensing@swdevon.gov.uk>  
**Sent:** 23 February 2024 11:32  
**To:** SH-All Parish Clerks; SH-All Members  
**Subject:** New Application for a Premises Licence from the Loungers UK Limited, Totnes, TQ9 5DR

Dear Members and All Parish Clerks

We have received an application for a new premises licence from Loungers UK Limited for Lounge, at 6 The Plains, Totnes, TQ9 5DR.

The application is for:

1. The sale of alcohol between the hours of 10:00 and 24:00 daily for consumption on and off the premises.
2. The provision of late-night refreshment between the hours of 23:00 and 00:30 daily.

If you would like to make a representation to this application, please email the Licensing Authority at South Hams District Council, at [licensing@swdevon.gov.uk](mailto:licensing@swdevon.gov.uk).

Representations must be received **NO LATER** than **22 March 2024**.

Please do not hesitate to contact me if you would like any further information.

Kind regards

Environmental Health & Licensing Officer  
South Hams District Council | West Devon Borough Council  
Email: [licensing@swdevon.gov.uk](mailto:licensing@swdevon.gov.uk)  
Tel: 01392 812 517



**Disclaimer**

This e-mail is private and confidential and is intended only for use by the addressee. If you are not the intended recipient, any disclosure, copying, distribution or other action taken in reliance of the information contained in this e-mail is strictly prohibited. Furthermore, if you are not the intended recipient, please notify the sender immediately and then delete this e-mail from your system. Incoming and outgoing e-mail messages are routinely monitored for compliance with our policy on the use of electronic communications. This e-mail message has been scanned for computer viruses; however, no liability in respect of damage caused by any virus which is not detected will be accepted.

**Totnes Town Council Administrator**

---

**From:** SW-Licensing <licensing@swdevon.gov.uk>  
**Sent:** 12 March 2024 20:18  
**To:** SH-All Parish Clerks; SH-All Members  
**Subject:** New Application for Premises Licence- J & J Brewing Company Limited, Totnes

Dear All Members and Town/Parish Clerks

We have received an application from J & J Brewing Company Limited, Unit 6, Burke Road, Totnes, TQ9 5XL.

The application is for:

- Supply of alcohol for consumption on and off the premises, Wednesday to Sunday from 12:00 to 23:00.
- Supply of alcohol for consumption off the premises only, Monday and Tuesday from 08:00 to 18:00 and Wednesday to Sunday 08:00 to 12:00.

If you would like to make a representation, please send to the Licensing Department at South Hams District Council or email [licensing@swdevon.gov.uk](mailto:licensing@swdevon.gov.uk) no later than **9<sup>th</sup> April 2024**. Please do not hesitate to contact me if you would like any further information.

Kind regards

Environmental Health & Licensing Officer  
South Hams District Council | West Devon Borough Council  
Email: [licensing@swdevon.gov.uk](mailto:licensing@swdevon.gov.uk)  
Tel:

**Disclaimer**

This e-mail is private and confidential and is intended only for use by the addressee. If you are not the intended recipient, any disclosure, copying, distribution or other action taken in reliance of the information contained in this e-mail is strictly prohibited. Furthermore, if you are not the intended recipient, please notify the sender immediately and then delete this e-mail from your system. Incoming and outgoing e-mail messages are routinely monitored for compliance with our policy on the use of electronic communications. This e-mail message has been scanned for computer viruses; however, no liability in respect of damage caused by any virus which is not detected will be accepted.