



AGENDA FOR THE TOWN MATTERS COMMITTEE

MONDAY 24TH JUNE 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 **Town Matters Committee** on **Monday 24th June 2024 at 6.30pm** for a maximum of 90 minutes in the Guildhall for the purpose of transacting the following business:

Committee Members: Councillors S Collinson (Chair), L Auletta, C Beavis, J Chinnock, J Cummings, D Peters, A Presswell, E Price, N Roberts 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 29th April 2024 and update on any matters arising. Document attached.

3. OPEN SPACE, SPORTS, RECREATION AND WELLBEING PLAN REVIEW

To review the following sections of the Council's Open Spaces, Sport Recreation and Wellbeing Plan and make a recommendation to Full Council (documents attached):

- a. Parks and Gardens

- b. Introductory text
- c. Projects list

4. STRATEGY DELIVERY GROUP

To consider the notes and actions from the Strategy Delivery Group (document attached):

- a. the creation of three working groups for Economy, Environment and Public Realm, and Community as set out in Standing Orders section 26.2.4; and
- b. if (a) is agreed, review the draft Terms of Reference for these working groups and make a recommendation to Full Council.

5. VEGETATION OVER PAVEMENTS

To consider the lack of maintenance regarding vegetation on pavements and verges along the western bypass and any Town Council action. No document, Cllr Peters to present.

6. DATE OF NEXT MEETING

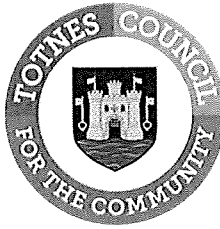
To note the date of the next meeting of the Town Matters Committee – Monday 22nd July 2024 at 6.30pm.

Sara Halliday
Governance and Projects Manager
19th June 2024

USE OF SOUND RECORDINGS AT COUNCIL & COMMITTEE MEETINGS

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

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



DRAFT MINUTES FOR THE TOWN MATTERS COMMITTEE

MONDAY 29TH APRIL 2024 IN THE GUILDHALL

Present: Councillors J Cummings (Chair), L Auletta, J Chinnock, S Collinson, A Presswell, E Price, N Roberts and L Smallridge.

Apologies: None.

In Attendance: Cllrs Beavis and Peters, L Ferrier (Marketing and Communications Manager).

1. WELCOME AND APOLOGIES FOR ABSENCE

To receive apologies and to confirm that any absence has the approval of the Council.

Cllr Cummings read out a statement about how the meeting would be conducted and recorded.

The Committee will adjourn for the following items:

PUBLIC QUESTION TIME

There were no members of the public.

The Committee reconvened.

2. CONFIRMATION OF MINUTES

To approve the minutes of 25th March 2024 and update on any matters arising.

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

3. ELECTION OF CHAIR AND DEPUTY

To:

a. Make a recommendation to Full Council for the Chair of the Town Matters Committee for 2024/25 (effective May 2024);

To **RECOMMEND** to Full Council that Cllr Collinson is appointed Chair of the Town Matters Committee.

b. Elect a deputy chair for the Committee (from May 2024).

It was **AGREED** to appoint Cllr Cummings as Deputy Chair from May 2024.

*It was **RESOLVED** to suspend Standing Orders to enable wider Councillor discussion under Items 4 and 5.*

4. DRAFT COMMUNICATIONS STRATEGY AND COMMUNICATIONS PLAN 2024-25
To consider the draft Council Communications Strategy and Communications Plan for 2024-25 and make a recommendation to Full Council.

The Committee discussed the draft communications strategy and the need to align it with the corporate strategy, which is still being developed. It was **AGREED** to set up a Task and Finish Group with the following tasks:

- To meet after the Strategy Delivery Group meeting on 28th May to go through the plan, with the Communications and Marketing Manager in attendance.
- The revised Communications Strategy and Communications Plan returns to the Town Matters Committee in June for consideration and to make a recommendation to Full Council in July.

5. OPEN SPACE, SPORTS, RECREATION AND WELLBEING POLICY REVIEW
To review the following sections of the Council's Open Spaces, Sport Recreation and Wellbeing Plan:

- a. Cemetery and Churchyard
- b. Greenways
- c. Parks and Gardens

It was **AGREED** to set up a Task and Finish Group with the following tasks:

- To go through the remaining OSSRW sections (Accessible Natural Spaces, Cemetery and Churchyard, Greenways, Parks and Gardens, Projects) with the Governance and Projects Manager in attendance.
- That the revised OSSRW Plan will return to the Town Matters Committee in June for consideration.

6. CASTLE BOOKSHOP

To consider a request to the Council for a letter of support for the Castle Bookshop Community Ownership Fund application and make a recommendation to Full Council.

The Committee reconvened.

To **RECOMMEND** to Full Council that the Council sends a letter of support to the Castle Bookshop for their Community Ownership Fund application.

7. DATE OF NEXT MEETING

To note the date of the next meeting of the Town Matters Committee – Monday 24th June 2024 at 6.30pm.

Noted.

The meeting closed at 7.50pm.

Lucy Ferrier
Marketing and Communications Manager

1. Aim/Vision

This Totnes Open Space, Sport, Recreation and Wellbeing (OSSRW) Plan has been produced by Totnes Town Council and informed by evidence initially collected for the Totnes Neighbourhood Plan. The OSSRW aims to set out the priorities and ambitions for the X year period 2023/24 – 20XX to enhance open space, sport, recreation and wellbeing facilities within Totnes. It includes an audit of the existing OSSRW provision within the Parish, to identify deficiencies, inform the prioritisation of projects, assist the targeting of existing funding and resources and to identify projects and requirements which will result from increased housing development, consulting with existing clubs and community groups. The plan looks at how the Town Council can support the enhancement and development of the town's existing facilities, natural heritage and other assets to provide people of all ages with access to appropriate play, sports, recreation spaces and amenities which are inspiring, creative and encourage universal participation.

Vision:

The Open Space, Sport, Recreation and Wellbeing Plan aims to direct OSSRW provision and connectivity via footpaths and cycle paths in our community to create a healthy town which will be integral to the life of the community and all new developments.

[e.g. To consult with existing clubs and the community to gather into a Parish/Town OSSR Plan proposed projects within the town/parish for open space, sport and recreation. The Plan will prioritise projects, to assist with targeting existing funding and resources, and to identify future projects and requirements which may result from increased housing development.]

2. Introduction

South Hams District Council (SHDC) request contributions from new housing development towards new and improved OSSR facilities where it is considered that a development will have significant impacts on the local area. These contributions are secured through Section 106 (s106) legal agreements between Local Planning Authorities and developers and linked to planning permissions, and are based on policy requirements set out within the Plymouth and South West Devon Joint Local Plan (JLP) policies DEV 4 and DEV27 and the JLP Developer Contributions Evidence Base.

The collection and use of s106 funds are dictated by the Community Infrastructure Levy (CIL) Regulations 2012. The purposes to which the funds are applied must be:

- Necessary to make the development acceptable in planning terms;
- Directly related to the development; and
- Fairly and reasonably related in scale and kind to the development.

Item 3

The Totnes OSSRW Plan is a clear method of reflecting evidence of need and community aspirations when pulling together into one place the project/facility requirements of a community. A table of current OSSR S106 contributions for Totnes can be shown in Annex A.

Following the template, which is based upon gathering of existing evidence (e.g. Playing Pitch Strategy), and community consultation with local sports clubs, community groups and parish residents ensures the plan is robust and compliant with legal requirements. The Plan also incorporates a requirement for review and updating, to ensure the plan can continue to be used as an up to date evidence base.

3.

Existing evidence base and review/listing of existing policies, projects, and priorities

Relevant information, and projects which have already been identified, have been included in the Totnes OSSRW Plan from the following reports (which can be accessed at www.southhams.gov.uk):

- a. **South Hams Open Space, Sport & Recreation (OSSR) Study 2017** (JLP Evidence Base Document). SHDC has prepared an OSSR study for the district which sets out a clear vision and objectives for the provision and management of public space in the South Hams. The study establishes and sets standards for the quantity, quality and accessibility of public spaces. Descriptions of Public Space types can be found at Appendix A.
- b. **South Hams & West Devon Playing Pitch Strategy 2022**. SHDC & West Devon Borough Council commissioned a joint Playing Pitch Needs Assessment & Strategy (PPS) which was linked to a similar report produced for Plymouth City Council to ensure cross-boundary issues and demands to be fully considered. The SH&WD PPS aims to fulfil the Councils' strategic development plans including the following themes:
 - ensuring adequate access to recreation and open spaces;
 - enabling healthy and active lifestyles; and
 - improving the overall health and well-being of our communities.

The vision is: "for South Hams & West Devon to have an appropriate range of grass and artificial playing pitches to meet current and projected future need which are capable of enabling greater participation and better standards of play in the pitch sports and which are able to be maintained to a high standard and are sustainable in the long term". The latest strategy was adopted in March 2022.

- c. **South Devon Green Infrastructure Framework 2015 (SHGIF)**. Green Infrastructure (GI) is defined in the National Planning Policy Framework as: "a network of multi-functional green space, urban and rural, which is capable of delivering a wide range of environmental and quality of life benefits for local communities". The SHGIF is a partnership document co-ordinated by SHDC to help guide green infrastructure development across the district. It provides an important evidence base for the JLP and informs local Neighbourhood Plans. It provides a basis for partnership working and support for future funding bids.

- d. **South Devon AONB Management Plan 2019-2024.** The South Devon Area of Outstanding Natural Beauty (AONB) gives statutory protection to the community's coastline, estuary and countryside. Totnes is on the edge of the designated AONB area. The adopted Management Plan gives guidance on conserving and enhancing the special qualities and key features of this nationally important protected landscape and can be viewed at www.southdevonaonb.org.uk. A delivery plan sets out a series of priority actions.
- e. **Totnes Neighbourhood Plan 2023.** Neighbourhood development plans can help local communities to influence and shape the planning of their area and create a shared vision for the neighbourhood. The Neighbourhood Plan was made in December 2023 and links with the above JLP to plan for OSSRW provision in Totnes.

[Councils/groups are recommended to contact SHDC with respect to the most up to date and useful sources of evidence for reference, and to check which projects have already been identified within your town/parish. Include these within this section of the OSSR Plan.]

4. Identify current OSSR provision including existing quantity, quality and access shortfalls

For a glossary and definition of the categories listed below, please see annex B.

B = location in Bridgetown

T = location in Totnes Town

[Officer Note: Key to highlighted text in tables whilst document being reviewed:

Text highlighted is from: information from the South Hams OSSR Study JLP Final Document, 2017;SHDC Officer updates/emails from Sep 2023.

Provide a description of existing facilities in your parish including:

- Publicly accessible parks and gardens
- Accessible natural spaces including nature reserves, community orchards, accessible woodland
- Greenways – including public rights of way (footpaths, bridleways, restricted byways, cycle routes, permissive paths and unsurfaced unclassified county roads
- Outdoor sports facilities
- Indoor sports facilities
- Play facilities
- Other recreational facilities (e.g. skate parks, BMX tracks, Trim Trails, Multi-Use Games Areas)
- Allotments

- Beaches (where applicable)
- Cemeteries

Make a note of any issues regarding quantity, quality and accessibility. It would be useful to provide a summary table showing the key findings. This is a useful exercise in highlighting perceived shortfalls in existing provision/facilities – and may assist with shaping project ideas later in the process. Think about all age groups when working through this stage.

Type of open space and policy standard	Owners	Quantity shortfalls/deficiencies	Quality shortfalls	Access shortfalls
Allotments				
Purpose: Provide opportunities for people who wish to grow their own produce. The provision of allotments has increased in Totnes over the last 8 years. At a time of increased interest in sustainability, healthy eating and locally produced food, increasing the number of allotments is an important issue. Allotments falls into three separate categories: Statutory; Temporary; and Private. Their status reflects the degree of protection from development for other purposes. Statutory allotments fall under Section 8 of the Allotments Act 1925, being best protected in that a local authority must seek permission from the Secretary of State before selling or changing the use of such sites. Temporary and private sites have protection against change of use provided by the normal planning procedures.				
Bridgetown – Rowsell's Lane (B)	Duke of Somerset			
Bridgetown Hill (B)	Totnes Allotment Association	0.21 hectares		Better signage and information.
Camomile Lawn (B)	Totnes Allotment Association managed (but do they own?)	4 x full plots and 2 x half plots.		
Smithfields (T)	SHDC	0.15 hectares Poor – subject of complaint from residents. Weeds, untidy, untilled. Soil survey has shown the site as unsuitable for formalising as a food growing area.	Poor – subject of complaint from residents. Weeds, untidy, untilled.	Better information signage required at entrance.
Castle Meadow (T)	Totnes Town Council managed by Totnes Allotment Association	3 x full plots, 11 x half plots and 4 x quarter plots. 0.20 hectares		Some signage improvements needed at road entrance for orientation.
Kingsbridge Hill (T)	Totnes Allotment Association	0.65 hectares		Better signage and information at entrance – no

Type of open space and policy standard	Owners	Quantity shortfalls/deficiencies	Quality shortfalls	Access shortfalls
				general public access but very unwelcoming.
Information on facilities in neighbouring parishes:				
Amenity Green Space Purpose: Open grassland providing opportunities for informal activities close to home or work and enhancement of residential or other areas. Amenity Greenspace rarely has formal equipment, facilities or even seating. It is within the newer housing estates such as Bridgetown. These areas often provide open space within residential areas but frequently lack a clear use and are often used for informal recreation activities. When new Amenity Greenspace is brought forward it should be easily accessible to as many users as possible. All development designs should include meaningful Amenity Greenspace, which serves a positive function and contribute to the quality of the public realm.				
Elm Walk/Weston Lane (B)	SHDC	0.18 hectares	Overgrown paths at certain times of the year - routine hedge and verge maintenance required.	- Requires better tree care and maintenance; hedge maintenance. - Potential facility improvements – seating.
Westonfields (B)	SHDC			
Higher Westonfields (B)	SHDC			
Camomile Lawn (B)	Housing Developer/Mgt Company		Trees planted very close together but there is a good selection of fruit and nut trees.	Public access to the green space and paths to be maintained.
Follaton Community Centre (T)	SHDC			
Follaton Oak (T)	Housing Developer/Mgt Company		Concerns about who has the responsibility for long term maintenance of paths and benches on the development,	The condition of the path needs to be kept under review.

Type of open space and policy standard	Owners	Quantity shortfalls/deficiencies	Quality shortfalls	Access shortfalls
Baltic Wharf (T)	Housing Developer/Mgt Company	Phase 1 provision of the naturalistic play area and public footpaths through the green space should be maintained and enhanced to accommodate the Phase 2 development.	and ensuring that necessary works are carried out. The green space behind Phase 1 of the development should be retained as a meadow, hosting a play areas and two footpaths. The view from the river and Bridgetown should see this green space remain as part of the hillside.	Seating at the top of the path is difficult to get to. Ensure public access is maintained to both the footpaths in the meadow (one is steep and is not suitable for those with limited mobility). There are benches in the meadow/field area.
Smithfields (T)	SHDC		Green space behind properties adjacent to the cemetery.	Access is between two houses. Integrate the area into a longer green pedestrian route [see Greenways section].
Parkers Way (B)	SHDC	0.43 hectares	The proposed adjacent development should maintain public access to the site and new planting should be sympathetic to the naturalistic green space.	Sort out drainage. Preservation of a public access footpath to the south side of the green space behind the current housing provision.
Information on facilities in neighbouring parishes: Increased partnership working with neighbouring parish councils on areas such as: Longmarsh and Elm Park (Berry Pomeroy PC); Queen's Marsh and access to Dartington Trust Land (Dartington PC).				
Cemeteries and Churchyards				
Purpose: Burial, remembrance and quiet contemplation. Churchyards are primarily the responsibility of the individual churches or the diocese. The cemetery is managed and maintained by the Town Council who also maintain St Mary's closed churchyard.				
St John's Churchyard (B) Provides a green Space in Bridgetown. Positive attributes of the churchyard include: welcome to all users	Exeter Diocese	The churchyard is reaching capacity – there is limited space for full burials but more space for ashes burials which are popular. once full the	The principal structural tree (Cedar Deodar) has died and its removal will be extremely expensive and a great loss. A	The pathways are simply mown, not surfaced. However, the ground drains readily and wheel chair access is possible with effort.

Type of open space and policy standard	Owners	Quantity shortfalls/deficiencies	Quality shortfalls	Access shortfalls
as a green space; nature trail to spot 10 minibeasts; two composting bins; and Commonwealth War Graves. Positive access provisions in the churchyard include: three wooden benches affording good views; and grant obtained to fund a Woodland Trust Tree Information Noticeboard.		other local option for burial will be Totnes Cemetery.	replacement has been planted.	
St Mary's Churchyard (T) Provides a green space in the centre of town with visual amenity.	Exeter Diocese managed by Totnes Town Council	This is a closed churchyard, no future interments are routinely possible.	The grounds of the churchyard are maintained by the Totnes Council including regular grass cutting, pruning of trees and shrubs alongside safety checks of the trees and paths. The listed wall has undergone recent repairs to improve structural integrity.	There is a level access to the tarmac path around the churchyard from High Street and three stepped access points, including into Guildhall Yard. Tarmac paths will require re-topping in time.
Totnes Cemetery (T) Provides a green space with visual amenity onto open spaces. Positive attributes of the cemetery include: grass left long on encourage wildflowers and wildlife on the circle, around the chapel and the margins of the site (where appropriate); fruit and nut trees planted and maintained by Incredible	Totnes Town Council	The cemetery has several hundred full burial plots, a Roman Catholic section, Garden of Rest area (and a future area identified) and an area for the scattering of ashes to meet resident need for some years to come.	Continual monitoring of grounds maintenance – whether of the regularly maintained areas or the areas left for wildlife is required.	There is a network of tarmac paths around the cemetery and a number of benches. Regular maintenance helps to ensure mourners, funeral directors and those visiting graves can gain access with reduced trip hazards on uneven grassy surfaces.

Type of open space and policy standard	Owners	Quantity shortfalls/deficiencies	Quality shortfalls	Access shortfalls
Edibles; and Commonwealth War Graves.				
Information on facilities in neighbouring parishes: Churchyards in Dartington, Berry Pomeroy, Harberton. Sharpham natural burial ground.				
Civic Spaces				
Purpose: Providing a setting for civic buildings, public activities and community events. Civic spaces are important and the character and quality of them say a great deal about the town itself.				
Civic Square (T)	SHDC	0.22 hectares	Design improvements to the square are an agreed priority for the town. Needs: resurfacing; seating; planters; bins for recycling waste; appropriate commercial waste storage. CCTV required – anti-social behaviour issues.	Existing shared space model with through road causes concerns. Street furniture causes trip hazards for the visually impaired.
Rotherfold (T)	SHDC	0.06 hectares	Wooden elements may need replacing/ adding to. Green/growing creepers up walls to stop graffiti. Layout difficult – needs to enable community events and so that seating is in the sun. CCTV required – anti-social behaviour issues.	Regular maintenance of shrubbery required.
The Plains (T)	SHDC	0.22 hectares		Better maintenance of furniture needed, and bases of plane trees. Safety of crossing points – install tactile paving. Promote accessible route from Victoria Street car park via The Plains into town.
Steamer Quay Café Area (B)	SHDC	0.2 hectares	Unsafe – lack of barriers near the play area and where the	Better maintain furniture, benches, paths, etc.

Type of open space and policy standard	Owners	Quantity shortfalls/deficiencies	Quality shortfalls	Access shortfalls
			river boat docks. Effect of lighting on the river surface from properties on the other side. Berthing for visiting boats and lack of facilities (showers, toilets, fresh water). Pavers, planters and benches are poorly designed and benches create a trip hazard in poor lighting conditions and do not provide any useful amenity.	Access from Totnes town via the old bridge isn't safe (traffic & pollution).
Steamer Quay Business Units (B)	SHDC	0.39 hectares		Need link signage between Steamer Quay and Longmarsh. Need better maintenance of furniture.
Shady Garden (T) [Note: SHDC OSSR map shows this under Parks and Gardens]	SHDC		Wooden elements may need replacing.	
Information on facilities in neighbouring parishes:				
Greenways Purpose: Walking, cycling or horse riding routes, whether for leisure purposes or commuting. Taken to include Public Rights of Way and permissive paths. Can also provide corridors for wildlife migration. Adopted pathways within towns and settlements and Public Rights of Way are the responsibility of the Highways Authority (Devon County Council, DCC) although landowners are required to keep them free of obstructions. General comments: - Totnes is not well served with a network of greenways, bridleways, footpaths and cycle ways, many are poorly connected and all require regular maintenance. Figures shared recently by The Ramblers that we rank 318th out of 448 constituencies in England for accessible green rights of way)				

Type of open space and policy standard	Owners	Quantity shortfalls/deficiencies	Quality shortfalls	Access shortfalls
: https://www.totnes-today.co.uk/news/around-a-mile-of-green-footpaths-within-walking-distance-in-totnes-681420. Please see Public Rights of Way map link https://www.devon.gov.uk/prow/interactive-map/ - Many greenways are isolated and opportunities should be sought to link these into existing networks making them more accessible for the wider community. Where opportunities exist to provide "missing links" to improve public safety or to provide attractive circular routes around the town and to outlying parishes and places these should be pursued. See the TTC Traffic, Transport and Pedestrian Policy which includes proposals for establishing new links to address this. The following table lists some missing links which TTC would identify as a priority for action. - Pathways within towns and settlements are maintained by the Highways Authority, and Public Rights of Ways are required to be kept accessible by relevant landowners. - Both voluntary and others supported by statutory bodies have sprung up in recent years and the Ramblers Association has played a lead role in monitoring public footpaths. - Opportunity exists to improve the standard of some routes to encourage access for those with disabilities and are recuperating from illness and using activity as an aid in medical treatment.				
There are numerous in-town pathways of varying ownership, status and responsibility for maintenance, these allow pedestrian travel away from roads and many provide accessible links and safe pollution-free walking routes through town: these include (list not exhaustive): Leechwell pathway from Leechwell Street to Heath Way & Heath Way car park via the Leechwell Maudlin Rd to St Katherine's Way connecting to Moorashes Moorashes Lane Orchard Terrace pathway to Maudlin Road				

Type of open space and policy standard	Owners	Quantity shortfalls/deficiencies	Quality shortfalls	Access shortfalls
Chicken Run – Elmhirst Park to Weston Lane, and Weston Lane to Parker's Way Steamer Quay to Parkers Close Denys Road to Westward Close Heath Court to ? Camomile Lawn Measured Mile – Home Reach Avenue to Steamer Quay Coronation Road to the New Bridge Baltic Wharf Path [note – this is part of Footpath no 2]				
South Hams District Council has worked in partnership with the County to support the development of recreational routes for pedestrians and cyclists – cross reference with the LCWIP. Public Rights of Way Routes in Totnes: Footpath 1 – Bridgetown to Longmarsh Footpath 2 – Moat Hill to Sharpham		The Totnes Traffic, Transport and Pedestrian Policy Appendix B should be referred to for physical measures to support walking and cycling (references below).	The Totnes Traffic, Transport and Pedestrian Policy Appendix B should be referred to for physical measures to support walking and cycling (references below).	The Totnes Traffic, Transport and Pedestrian Policy Appendix B should be referred to for physical measures to support walking and cycling (references below). TTPP 2e – convert permissive path to PROW between Ashprington Footpath 8 and Sharpham Drive.

Type of open space and policy standard	Owners	Quantity shortfalls/deficiencies	Quality shortfalls	Access shortfalls
Footpath 3 – Totnes Down Hill to Eagle Wood				
Footpath 4 – A385 to Bridgetown				
Footpath 5 – Dartington Lane to Coronation Road				
Bridleway 6 – Fishchowter's Lane				
Bridleway 7 – Harper's Hill to Tristford Cross			TTPP 2b -Reduce speed on A381 from 60mph to 40mph. ITTP 2c - improvements to surface for users.	TTPP 2c – improve surface would enable safer route to Harberton for less able walkers and cyclists
Footpath 9 – Steamer Quay Road to the River (between Dartside and Driftwood Cottages)				
Footpath 10 – The Plains to Mill Tail (via Symond's Passage)				
Footpath 11 – The Plains to Mill Tail (along Waterside House)				
Footpath 12 – New Walk				
Footpath 13 – New walk to Mill Tail				
Footpath 14 – Warland to New Walk				
Footpath 15 – Chapel Lane to Bridgetown				
Footpath 16 – The Plains to Mill Tail (between The Chapel and Apple Wharf)				

Type of open space and policy standard	Owners	Quantity shortfalls/deficiencies	Quality shortfalls	Access shortfalls
Footpath 17 – Totnes Weir to Totnes Bridge (riverside route)		TTPP 2f – bridge access required to cross river.		TTPP 2f – no direct off road route between Totnes and Littlehempston.
Footpath 20 – Marsh Quay along Mill Tail				
Byway 20 – Totnes Down Hill (top) to Bowden Lodge				
Bridlepath 21 Bowden Bungalow to A381				
Byway 22 – Jackman's Lane to Follaton Cross			TTPP 2b -Reduce speed on A381 from 60mph to 40mph.	
National Cycle Route 28 – Dartington to Ashprington via Totnes			TTPP 2e - Poor surface. Gates mean cyclists have to dismount, replace with cattle grids. TTPP 3b – markings for cycle lanes poor and need widening.	
Information on facilities in neighbouring parishes:				
A number of paths start at the boundary of the town and then run through neighbouring parishes which the community use.				
Accessible Natural Spaces				
Purpose: Areas for wildlife, quiet enjoyment and environmental awareness, including woodland, meadows, heath, moor land and coastal areas. There is no overall shortage of available countryside, wildlife sites and woodland surrounding Totnes but most of this is not publicly accessible or where access could be excluded in future] opportunities exist to look for further natural open spaces and woodlands				
Follaton Arboretum (T) Largest accessible natural space in Totnes, highly valued by local residents for its specimen trees and natural views.	SHDC	6.31 hectares	Plans for management of the area overtaken by rhododendron and bamboo are required.	Track recently upgraded.
Elm Walk/Chicken Run (B) Important natural corridor in built up area.	SHDC	0.91 hectares	Path resurfaced in early 2022 to provide step-free access throughout.	Monitoring of path condition, including management of

Type of open space and policy standard	Owners	Quantity shortfalls/deficiencies	Quality shortfalls	Access shortfalls
				vegetation (including removal of invasive and toxic plants). Conservation work in woodland. Better maintenance of furniture.
Pathfield Close (Parkers Way Natural Space) (B) Important natural corridor link to upper section of the Chicken Run in built up area.	SHDC?	0.23 hectares	Site is prone to flooding. Opportunity to improve biodiversity on the site.	Path is important link to the Chicken Run (to Weston Lane).
Colwell Wood (T) Small natural woodland and orchard.	The Woodland Trust lease land from adjacent housing association	0.95 hectares		Needs to be better signed from Western bypass, and more welcoming at entrance.
Castle Meadow (T) Historic open meadow with important views.	Totnes Town Council	0.95 hectares	Enhance biodiversity of meadow.	Accessible gates required.
Malt Mill Woodland (T)	SHDC	1.15 hectares	Area under railway and in the woodland is liable to flooding.	Very poor access via low under-railway tunnel, no signing, dangerous/broken steps – cannot promote as usable public space. See TTPP 2d.
Vire Island (Riverside north of bridge) (T) Woodland	SHDC	0.45 hectares	Area susceptible to tidal flooding. Hemlock – rapid spread of toxic plant species and control of the spread.	Grated path surface needs regular maintenance.
Riverside Weir Area (T) Pebbled beach area, natural access point to the river for	SHDC	1.21 hectares		Potential educational value – refurbish pond/dipping platform.

Type of open space and policy standard	Owners	Quantity shortfalls/deficiencies	Quality shortfalls	Access shortfalls
paddling and swimming. Wet woodland.				Conservation management of woodland required and biodiversity enhancement.
Riverside (Babbage Industrial Estate) (T) Woodland along river.	SHDC	1.27 hectares		Better signage needed for orientation along path.
Riverside by KEVICC Fields (T) Natural access point for the river		0.39 hectares		Potential educational value – refurbish pond/dipping platform. Conservation management of woodland required and biodiversity enhancement.
Camomile Lawn Orchard	Camomile Lawn Management Company Ltd			
Baltic Wharf Meadow	Baltic Wharf Management Company Ltd			
Follaton Oak Green Space	Follaton Oak Management Company Ltd			Signage in Follaton Arboretum to link into this space.
Information on facilities in neighbouring parishes: Platform into river for canoeing, paddle boarding, swimming, etc (Dartington).				
Parks and Gardens				
Purpose: Accessible, formal, high-quality sites designed for recreation and community events.				
Borough Park (T) The town park for recreation. The existing National Cycle Network Route 28 goes along the side of the park. Light and landing space for Air Ambulance. Accessible community garden near the	SHDC			Most recent SHDC Update Sep 2023: Improvements to pathways and entrances, potential changes to management regime to leave some longer areas of grass/wildflower areas.

Type of open space and policy standard	Owners	Quantity shortfalls/deficiencies	Quality shortfalls	Access shortfalls
tennis club, including a table accessible to wheelchair users.				Condition of the paths – some are very uneven in places and flood in some sections causing hazards for those with mobility issues.
Leechwell Garden (T)	SHDC (managed by Leechwell Garden Association)	0.27 hectares		- Better interpretation/signage at entrances. - New play structure plans in place. - Conservation of pool area on hold due to knotweed.
Vire Island (T)	SHDC	1.04 hectares		- Needs work on 'accessible' path. - Needs welcome sign with information/interpretation. - New furniture/landscape feature at end of island – welcome to Totnes (by river?).
Heath Gardens (T)	SHDC	0.07 hectares		- Needs better maintenance to protect £100K community investment. - Repair/replace wattle/hurdle fence. - Replant beds with robust plants ie vinca major.
Shady Garden (Blind Garden) (T)	SHDC	0.01 hectares		- Improvement scheme by Totnes Trust recently completed. - Requires better maintenance.
Moorashes Meadow (T)	SHDC	0.05 hectares		- Signage; information needed.

Type of open space and policy standard	Owners	Quantity shortfalls/deficiencies	Quality shortfalls	Access shortfalls
				- Site has education potential that could be developed (pond dipping, etc). - Needs better grounds/property maintenance.
The Lamb Garden (T)	SHDC	0.03 hectares		- No suggested improvements. - Keep paths weed free. - Gates?
Bellchambers Garden, Totnes Castle/North St (T)	SHDC	0.01 hectares		- Better signage, welcome and info. - Better maintenance of grounds and furniture required.
Coronation Road (T) [This is on the SHDC OSSR map]	TTC			
Follaton House Formal Gardens at rear (T)	SHDC	0.76 hectares		- Not welcoming – signage? Feels like private garden. - Poor maintenance of benches and features. - Poor grounds maintenance.
Museum Garden (T)	TTC			
Shady Garden (T) [Note: SHDC OSSR map shows this under Parks and Gardens]	SHDC		Wooden elements may need replacing. Additional planting welcome.	
Play/Activity Facilities				
Purpose: Areas designed primarily for play and social interaction involving children and young people such as equipped play areas, ball courts, skateboard areas and teenage shelters.				
Meadow Park, Parkers Way (B) Age range: 3-12	SHDC	None.	The new play area opened in 2017. The main structural Robinia timber posts have a 10 year warranty, with an	Access into the site could be improved (e.g. for the less able) from the adjacent path.

Type of open space and policy standard	Owners	Quantity shortfalls/deficiencies	Quality shortfalls	Access shortfalls
Local neighbourhood play area			expected service life of 15-20yrs. Sawn larch (used elsewhere in the structures) have a 5yr warranty and expected service life of 10yrs. Accordingly no substantial quality issues are anticipated for the foreseeable future. The site is wet in general, with natural springs in the area so drainage/flooding may continue to be an issue requiring mitigation. Planting provides some help to alleviate the drainage issue but further work may be required to mitigate the problem for year round use.	The site itself is uneven and with numerous mounds and equipment atop of mounds. There is some inclusive play potential with a nest swing and ground level of the tower structure (although the surface around the tower is pea gravel).
Westonfields Park (B) Age range: 3-12 Local neighbourhood play area	SHDC	None	None. New play equipment was opened early 2023 with addition of a multi goal (for football and basketball)	Site contains a spinner bowl and springer (usable to varying degree by children with range of disabilities)
Galleon, Steamer Quay (B) Age range: 4-12 with ambition to increase upper age range. Includes much appreciated local landmark galleon structure of high value to children across town.	SHDC	The existing galleon is bespoke. Opportunity to use the space more effectively to add more item(s) of play equipment/ balance structures for older children.	Refurbishment of the galleon in 2023 to make safe, but the structure will need further investment or replacement as the wooden structure ages (~£20K).	Level access into the middle of the galleon from the rubberised surface.
Collapark (T) Age range: 3-12	SHDC	None.	None. New play equipment was opened late 2022.	Site contains a spinner bowl and springer (usable to

Type of open space and policy standard	Owners	Quantity shortfalls/deficiencies	Quality shortfalls	Access shortfalls
Local neighbourhood play area				varying degree by children with range of disabilities). Access to the site is poor for wheelchairs and those with physical disability, with just one access route up a narrow and steep path with a gate at the top. There is no option for alternative access.
Follaton (T)				Site okay – some improvements made by residents association. There is good access to the site. Within the site there is a spinner bowl and nest swing (unable to varying degree by children with range of disabilities)
Borough Park Play (T) Age range: 3-12 Co-located adjacent to numerous OSSR facilities so is of greater importance than other similar small areas.	SHDC	Play area is generally used by younger age children with limited equipment for older children. Although there is limited space to expand, additional equipment would encourage greater use.	Some items look shabby – a refresh of a small number of play items would enhance the area. + Wood chip surface replaced winter 2024. There is a need to replace part of a balancing piece of equipment	
Baltic Wharf (T) High quality naturalistic play area on open hillside. Additional play area for phase 2 required.	Housing Developer/Mgt Company	Sufficient play facilities required as part of the Phase 2 build to accommodate a further 194 dwellings. Would encourage more traditional play equipment is installed. None	10-year lifespan on wooden play equipment installed as part of Phase 1 – there could be rot in the wood in the future. Existing hillside area too steep, with gravel paths and uneven ground. Additional facility to be provided with good access for all.	
Leechwell Gardens (B) Semi-naturalistic equipment integrated into high quality small community garden	SHDC	None	The equipment installed in 2016 is made from larch (not robinia as became the standard soon after). There is some surface rot (not within	- Site good – complete renewal of play equipment undertaken in late 2016. The play equipment installed provides some inclusive play,

Type of open space and policy standard	Owners	Quantity shortfalls/deficiencies	Quality shortfalls	Access shortfalls
setting, with co-located community run sand pit.			the heart wood) and some ongoing maintenance is likely to ensure the structure remains safe.	with a spinner bowl, willow arches, wobbly bridge (usable to varying degree by children with range of disabilities)
Vire Island Play Area (T) Wooden balance structure	SHDC	None	10-year lifespan on wooden play equipment installed in 2019.	The play equipment installed provides little/no accessible play opportunity.
Skate Park, Borough Park (T)	SHDC	The existing facility dates back to the 1990s and is now outdated in design. New facility will be of a modern sprayed concrete construction. The proposal now benefits from a Certificate of Lawfulness as Permitted Development. There may be an opportunity to utilise a hard surface (left by the existing skatepark footprint) for Parkour or other uses to the rear of the new skate park.	Currently £100K has been secured towards a £250K project. If fundraising is secured, the new facility would be a high-quality facility that would be expected to last a generation with limited requirement for maintenance.	The proposed new design would be fully accessible.
Multi Use Games Area, Borough Park (T)	SHDC	[Include table tennis table idea as part of the MUGA or near the Pavilion]	New nets and power wash required as part of ongoing maintenance. Surface is prone to puddling of water.	Site good.
Heath Garden (T) Wooden balance beam/bench	SHDC	Additional play equipment to balance bench, provide additional benches for seating.	Puddling on the surface from rain makes the surface unusable.	Not accessible – install a ramp from the path down into the lower area.
Information on facilities in neighbouring parishes:				

Type of open space and policy standard	Owners	Quantity shortfalls/deficiencies	Quality shortfalls	Access shortfalls
Elm Park/Rush Way (top of the Chicken Run in Berry Pomeroy Parish): play area for younger and older children at separate ends of the park (installed 2010-12). SHDC considering a relocation of all younger play equipment into the older children's area. £35K S106 allocated and projected autumn 2024 install. Nellie's Wood in Dartington.				
Outdoor Sports Facilities				
Purpose: Formal facilities for participation in outdoor sports, such as pitch sports, tennis and bowls.				
Borough Park: 2 x grass rugby pitches (T) + 200 members: juniors from under 7s to-seniors, mens and womens teams.	SHDC (existing ground lease for club house)	2.86 hectares Rugby clubhouse also provides post-match facilities to the Hockey Club and the mens and womens skittles league.	Irregular surface on main pitch, sideways slope on SHDC Update Sep 2023: recently contacted us re levelling of second pitch, new goal posts and path maintenance around the club. Playing Pitch Strategy identifies extension to clubhouse for changing, improved pitch maintenance and drainage, provision of portable lights for training. Action: Clubhouse extension for changing rooms, improve pitch drainage and training lights. Updates: Long lease on hold until new skatepark is confirmed. Planning for new skatepark and site location tbc Autumn 2023. Drainage of pitches – an ongoing problem.	Ongoing discussions with SHDC for a lease on the pitches. Hope to offer walking rugby in 2024.
Borough Park: 4 x tennis courts (T)	SHDC (existing lease with club)	Insufficient club house space – rely on the bowls club.	Insufficient club house space – only 1 toilet, no separate male and female changing areas, no storage. Planning	The path to the tennis court used by wheelchair tennis players is unsafe and needs to

Type of open space and policy standard	Owners	Quantity shortfalls/deficiencies	Quality shortfalls	Access shortfalls
160 adults and 140 junior members as well as a public pay to play facility.			permission received for an extension to address these needs. + Has resurfaced its courts and upgraded floodlights in the last 4 years. Conservatory roof needs upgrading.	be re-laid/levelled – someone has tipped out of a chair. + The club provides wheelchair tennis facilities and has links with Bidwell Brook and Lifeworks to provide accessible tennis.
Borough Park: bowling green (T) Looking to increase membership and encourage younger players into the game – currently around 70 members.	SHDC (existing lease with club)	Help tennis club in providing space for meetings.		
KEVICC Elmhist Site (T): All Weather Pitch, 1 x adult rugby pitch, 1 x NTW (non turf wicket) (redundant) All weather pitch, Hockey: over 400 players from juniors through to seniors. Ashmoor Hockey Club also uses the pitch.		Although not publicly accessible, potential loss of this site would result in inadequate playing field provision in the town.	No changing facilities on site. Portaloos for players. The rugby clubhouse is used for hockey post-match socials. This is not acceptable for a hockey team in a national league using the pitch.	
KEVICC Redworth Site (T): 1 x adult football/rugby pitch, 1 x junior football, 1 x NTW	Education South West		Poor drainage recorded at both pitches and both pitches rated poor. No community use recorded on either pitch since 2018 1 x NTW – condition not known; think usable.	

Type of open space and policy standard	Owners	Quantity shortfalls/deficiencies	Quality shortfalls	Access shortfalls
			Most recent SHDC Update Sep 2023: Actions - Proposed new 3G FTP, improve existing grass pitches. Options - No updates on school plans.	
Vire Island Boule Pit (T)	SHDC	None.	May require periodic resurfacing and edging.	Ramp access onto Vire Island and flat access from a tarmac path over grass to the edge of the boule pit.
Landing Stage for Canoe Club (T)	Dartington Estate	Landing stage used by Totnes Canoe Club as well as paddle boarders and swimmers.	Erosion around the landing stage. Temporary repairs in 2023 has reduced the width by half. A replacement landing stage is required.	
Information on facilities in neighbouring parishes: Football pitches (grass) and club in Dartington with boys under 5 to 10s, girls 5-11, age group U11-U18, mens team; cricket pitch and club in Dartington with Juniors 5-8, 8-11 and 11+ and 2 x adult teams.				
Indoor Sports Facilities				
Purpose: Formal facilities for participation in indoor sports, health and wellbeing such as swimming, cardio and weights gym, sports hall and exercise class studios.				
Pavilion Leisure Centre (T) <i>[Officer Note – it may be useful to break this down into the various facilities it contains]</i> 1 x 25m swimming pool, 1 x full sized sports hall (4 badminton courts), gym (over two levels), health suite, 1 x exercise studio, changing facilities, 1 x sauna, meeting room.	SHDC/TADPool		Internal refurbishment planned which will: Relocate health suite and extend ground floor and upper floor gym. New sauna/steam facilities accessed poolside. Dedicated 1st floor studio. Provide community/training room. Refurbish existing changing rooms and toilets throughout.	The swimming pool has a hoist. There is a lift in the main sports hall.

Type of open space and policy standard	Owners	Quantity shortfalls/deficiencies	Quality shortfalls	Access shortfalls
+900 members, 350 junior swim school and 35 clubs using the facility.			Improvements to exercise studio including removal of external stairs. Reception and office changes. Focus also needs to be paid to the external fabric of the building and its repair. There are no plans for external refurbishment to address roof/gutter problems.	
Rowing Club (B) 36 boats and storage (internal and outdoor); dedicated training room with 20 Concept 2 ergo machines, one on slides, 8 static bikes, and a dynamic cross trainer; a separate weights area; and lighter free weights and exercise bands/balls for use in circuits, pilates, etc, in the main club room. + XX members (juniors and seniors)	SHDC		Condition of facilities – essential repairs required to riverside cladding, fuse board, sliding doors to front and side balcony; desirable works to paint clubhouse externally, PIR sensors, club room flooring, and replacement of single glazed windows. Upgrade of some boats due to age also required.	
Other recreational facilities				
River				
Purpose: River Dart, flowing through Totnes providing amenity and sporting facility for the town and encouraging Wildlife and Tourism/Employment.				
River Dart Cllr Auletta – Steamer Quay, etc?	Dart Harbour Authority Duchy of Cornwall Environment Agency Landowners		Water quality - pollution in the river is a concern, particularly above the weir. Support Friends of the Dart	The condition of the riverside path behind the industrial estate and soil erosion on this

Type of open space and policy standard	Owners	Quantity shortfalls/deficiencies	Quality shortfalls	Access shortfalls
			efforts with South West Water to clean up the river and in its application for bathing water status and other water-related leisure activities. Lack of provision on Steamer Quay for visiting boats and overnight motor home use of Longmarsh car park - no fresh water, shower or toilet-emptying facilities Inadequate provision of buoyancy aids. Invasive Species - concerns about the potential spread of Himalayan Balsam from up river in Dartington. Hemlock – rapid spread of toxic plant species and control of the spread.	section has raised concern about its longer term use. Ensure access to the riverside is maintained on Steamer Quay and along the town side riverside path, and enhanced as part of the Baltic Wharf Phase 2 development.

To help identify facilities in the South Hams, you may find the South Hams interactive map useful, available via the SHDC website and by selecting the Joint Local Plan Public Open Space layer. [Note: these locations have been incorporated.]

To help you identify greenways in Devon please use ordnance survey maps or visit [Devon Interactive Mapping](#)

5. Identify existing organised activities/teams

Provide a description of existing organised activities and teams – as well as formal sports teams, this might include other groups or activities such as Walking for Health, park runs, or conservation volunteering. Think about all age groups when working through this stage.

6. What improved and/or new facilities are needed to meet existing quantity/quality/accessibility shortfalls, and anticipated future demand from additional housing development

Shortfall/ Issue	Site/location/ facility name	Project description	Evidence of need and community support	Site/facility owner, project lead and partners	Perceived obstacles	Cost	Funding	Target for completion
Effective use of ground which is unsuitable for food cultivation.	Smithfields Garden plots	Community Gardens (non- growing space unless in raised beds, may include wildlife and tree planting)	Public complaints about tidiness of the site, weeds, unauthorised extension of residential gardens into the area.	SHDC	Clearance of ground; Appropriate reinstatement of boundary fencing; Community support for scheme; Funding.	£15-30K	SHDC S106 External match funding	
Path condition	Riverside Path, rear of Industrial Estate	To find a long term solution to mitigate the effects of soil erosion/tidal river impact on this section of the path.	Previous suite visit by town council, Totnes Ramblers and DCC Public Rights of Way officer.					
Outdoor Table Tennis	Borough Park	Permanent outdoor tennis table (e.g. the concrete style)	Identification of project has come from local residents	Community to lead, SHDC would own	Funding	Up to £5K		
Safer pedestrian and cycle links	New footpath between Harpers Hill	Existing permissive Field entry at Colwell Community Orchard SX7972	Rolling countryside and avoids busy Plymouth Road	Within Totnes			ELMS ?	

Shortfall/ Issue	Site/location/ facility name	Project description	Evidence of need and community support	Site/facility owner, project lead and partners	Perceived obstacles	Cost	Funding	Target for completion
withing Totnes	and Follaton Arboretum	6021, cross Broomborough Drive and then fields to SX7893 6041						
Safer pedestrian and cycle links withing Totnes	A385 between Gerston Cross and Ashprington turn	Reduce speed limit from 60mph to 40 mph to reduce risk to those coming from Jackman's Lane or Harpers Hill via Green Lane to Bowden Pillars and on to Fishchowter's lane	Improves safety at the Gerston Cross road crossing	Within Totnes				
Safer pedestrian and cycle links withing Totnes	Harpers Hill - Totnes bridleway 7	Improve surface to enable access for less able walkers and cyclists from SX7981 6021 to SX7922 5967	Provides a safer route to Harberton for cyclists	Within Totnes. Work with P3 rep				
Safer pedestrian and cycle links withing Totnes	New footpath between Smithfield and Lower Copland Lane	Improve the existing path under the railway line and on to Mill stream. A new bridge is required over the	Improves access to green space and provides a new route from Follaton towards the station	Totnes and Dartington				

Shortfall/ Issue	Site/location/ facility name	Project description	Evidence of need and community support	Site/facility owner, project lead and partners	Perceived obstacles	Cost	Funding	Target for completion
		stream. The current path to Copeland Lane has a good surface						
Safer pedestrian and cycle links between Totnes and neighbouring parishes	Improve routes to the round trip route to Ashprington via NCR and footpath 2/8	A – NCR. Replace poor surface near Ashprington and convert gates to cattle grids to avoid the need for cyclists to dismount B – Ashprington footpath 8, replace stiles with gaps or gates C – Convert the permissive path to a PROW between Footpath 8 and the drive to Sharpham house (SX8196 5813 to SX8214 5757 via SX8248 5788) PROW between Footpath 8 and the drive to	Makes it easier to cycle and walk to Ashprington and back by separate footpaths and cycle routes	Totnes and Ashprington. Work with Ramblers on item C. FP2/8 is part of JMH and Dart Valley Trails				

Shortfall/ Issue	Site/location/ facility name	Project description	Evidence of need and community support	Site/facility owner, project lead and partners	Perceived obstacles	Cost	Funding	Target for completion
		Sharpham house (SX8196 5813 to SX8214 5757 via SX8248 5788)						
Safer pedestrian and cycle links between Totnes and neighbouri ng parishes	Create a new bridleway to Littlehempst on using the SDR bridge	Secure access to the SDR bridge. Create a new path from SX8033 6114 to the bend in the private road at SX8026 6151 and then along the private road towards Gratton's Farm at SX8086 6238	There is currently no direct, off road route from Totnes to Littlehempston and on to Newton Abbott	Totnes and Littlehempsto n. Work with Totnes Ramblers.				
Safer pedestrian and cycle links between Totnes and neighbouri ng parishes	Improve the surface of the path from Bourton to Littlehempst on	Improve the surface of UUCR305 from SX8109 6099 towards Coombe Park, taking the left fork at SX8109 6099 and on to A381	Provides a cycle route from Totnes to Littlehempston	Totnes, Berry Pomeroy and Littlehempsto n. Part of JMH Trail				
Safer pedestrian and cycle links between	Create a new bridleway through the	The proposed route, based on historic evidence is from the gates at SX7989 6147,	This route is regularly used, but is not a PROW. Potential new cycle route to Buckfastleigh	Totnes, Dartington and Totnes Ramblers				

Shortfall/ Issue	Site/location/ facility name	Project description	Evidence of need and community support	Site/facility owner, project lead and partners	Perceived obstacles	Cost	Funding	Target for completion
Totnes and neighbouri ng parishes	Dartington Estate	along Park Road and Warren Avenue then a track to SX7939 6345, a path to SX7910 6361 and a track to the road at SX7848 6356						
Safer pedestrian and cycle links between Totnes and neighbouri ng parishes	Create a new footpath along the river Dart within the Dartington Estate	The river path currently exists between SX7999 6191 and SX7941 6344. These 2 points link with the above project 8	This scenic route is regularly used, but is not a PROW	Totnes, Dartington and Totnes Ramblers			ELMS ?	
Safer pedestrian and cycle links between Totnes and neighbouri ng parishes	Improve the current track from Bridgetown to Aish	Improve the surface of UUCR307, perhaps by creating a new zig zag path down from Bridgetown to Fleet Mill and then up to Aish	Provides a cycle route from Totnes to Stoke Gabriel and on to Torbay	Totnes, Berry Pomeroy and SG Cycle group			ELMS ?	
Galleon								
Lack of Football Pitches		3G/4G pitch	There is no public football pitch provision in Totnes. With increasingly extreme					

Shortfall/ Issue	Site/location/ facility name	Project description	Evidence of need and community support	Site/facility owner, project lead and partners	Perceived obstacles	Cost	Funding	Target for completion
			wet weather having 3G/4G would offer year round pitch provision.					
River landing Stage								
Parkour facilities								
Older children play facility								
Static gym stations	Borough Park							
KEVICC Elmhirst Site pitches								

When identifying projects please review projects/needs identified within the evidence base listed in section 3. Think also about less obvious projects/needs – these might include community orchards, trim trails, new footpath links that might have become apparent when working through sections 4 and 5. For any project, it is important to include evidence of community support and need (i.e. how the need was identified, and how you know that the community are behind the project – e.g. community consultation, letters received by Parish Council, etc.).

It is strongly recommended that you consult with your community to make sure that all projects/needs/aspirations are identified, collected and represented within the Plan. Community consultation could include letters to residents, consultation day associated with a fete/community event, targeted consultation/meetings with user groups/clubs/residents groups. This need not be onerous, however it is essential that all projects are identified through this process, both to ensure fairness and transparency, but also to ensure the process is robust.

It would also be useful to consider and reference how new/improved facilities might be managed and maintained. If there is community support for taking on ownership/licenses/leases for facilities it would be useful to include this detail.

It is important to outline how projects might be funded. It would be expected that any use of s106 funding would be match funded by community fundraising or other funding sources (e.g. Foundations, Trusts, Lottery).

7. Projects priority list

Based on an objective assessment of relative need and reflecting the priorities of the community as a whole, prioritise the projects – this will assist with prioritising the spend of any existing s106 funds which have already been secured, and assist in the future with identifying local priority projects if development proposals are received.

8. Method/frequency of review of Parish OSSR Plan

The ability of the plan to be used as a robust evidence base with which to secure developer and external funds will depend on how up-to-date the document is. It would be useful to fix a method and frequency of review to ensure the OSSR Plan remains current and reflects the status of projects and town/parish priorities.

Appendices

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Detailed project briefs/plans - If any of the projects above have been project briefs/specs/costings/plans include here.

Consultation responses - It may be useful to include key consultation responses (e.g. from sports clubs, community groups, etc.)

Annex A – Extract from South Hams District Council Website: OSSR – Section 106 contributions by Parish

Explanatory notes to assist interpretation of the main table	
Term	Explanation/Meaning
Status	Funds received - these funds are available for commitment and spend s106 signed – the s106 is signed, but the development has either not commenced, or the trigger for payment has not been reached. Please note, there is no guarantee funds from a signed s106 will be received, the development must commence and triggers be met – not every development will be built out and some permissions (and s106s) will lapse.
Amount	This is either the amount included within the signed s106, or if funds are received – the amount received (this can be more than the signed s106 as interest may apply to payments). Where part of a s106 contribution has already been spent or committed, the amount remaining and available for commitment is shown. References to SPD relate to the residents per dwelling calculation within the SHDC OSSR SPD 2006.
MIF – monitoring fee applies	Most s106s include a clause enabling SHDC to take a percentage (commonly 5%) of the s106 contribution to cover monitoring costs associated with administration of that s106
Project Officer	This indicates where a percentage (up to 10%) will be deducted as a contribution towards a Project Officer to be employed by WDBC. Where this contribution is taken, the Officer will assist with delivery of either the named projects, or assist with local consultation, commitment and spend of the OSSR funds in accordance with the applicable s106 agreement. Where TBC this indicates that any deduction will depend on likely level of officer input to realise OSSR projects in relation to the particular s106 agreement.
Trigger	Each OSSR contribution has a trigger within the s106 agreement. Once this trigger is reached the payment is due, and SHDC will invoice the developer/landowner. If you are aware (or suspect) that a trigger has been reached, please contact SHDC who can then confirm and if reached will invoice the developer/landowner. If trigger shows as N/A then the contribution has already been paid.
Spend By	The majority of s106 agreements include a term within which a s106 contribution should be spent (this includes being 'committed' to a project within a formal offer agreement). This could be 5, 10 or 25 years from receipt of funds by SHDC, however if the funds are

	not spent (or committed by contract/formal offer) within this timescale then the developer/landowner is entitled to clawback the contribution.
Projects	Pencilled projects – this refers to SHDC officers pencilling an OSSR contribution (of less than £30,000) against a project. This is not binding. Projects require agreement by Lead Specialist and Local Ward Member(s). Named projects – where reference is made to ‘named projects’ these projects/sites are specifically named within the s106. There is limited flexibility to change such projects (it would likely require a deed of variation to the s106 agreement). Deferred to Parish/Town OSSR Plan – recognises that the local community may identify and prioritise projects through a Parish/Town OSSR Plan – priority projects could be supported (with officers required to obtain agreement from the Lead Specialist, Portfolio Holder and local Ward Members). Where a Town/Parish OSSR Plan (or similar) is not planned or written, then project identification/prioritisation could be based on local consultation, or the Town/Parish Council/SHDC Member/officers or a local group identifying a need. Requires local consultation – where no project has yet been identified or a Parish/Town OSSR Plan is not underway – it may require local consultation with local Ward Member(s), Town/Parish Council, local community (or the writing of a Parish/Town OSSR Plan).
Shaded boxes	Indicates a Parish/Town with no current OSSR s106 funds (received or pending whereby a s106 has been signed).

Please note:

- Whilst every effort has been made to ensure this table is accurate there is of course room for human error. If you consider there are s106 agreements missing, or triggers have been met, officers would welcome Parish and Town Councils and SHDC Members making them aware.
- This table includes only off-site OSSR contributions.
- OSSR contributions which have recently been fully spent or formally committed to a project are not shown in the table.
- S106s which are being negotiated but are yet to be signed are not shown in this table
- the table will be kept updated by officers as new s106s are signed which contain OSSR contributions.

Details below for Totnes (and monies from neighbouring parishes earmarked for spend in Totnes) are as at 31st August 2023:

Parish	Planning application	Status (s106 signed/funds received)	Amount	MF – Monitoring Fee applies	Project Officer	Clause	Trigger (if funds not yet received)	Spend / commit by	Projects
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Totnes	Riverside (Camomile Lawn) 56/0447/12/O	Funds received	£43,271.44 remaining	Already deducted	Already deducted	Provision of playing fields benefiting residents of Totnes and/or community facilities in the Bridgetown area of Totnes and/or community facilities on the site	N/A	None specified	£35,000 earmarked for projects (Camomile Lawn and Elm Walk/Rush Way play) Remainder via local consultation/OSSR Plan
	Coco's Nursery, Ashburton Rd (56/2221/15/O)	S106 signed	£19,500 First instalment received - £10,529.69	Already deducted	TBC	Sports and recreation facilities at Borough Park	50% on commence- ment & 50% prior to first occupation	10 years of receipt	Named project: Sports and recreation facilities at Borough Park
	Former Budgens Store 2560/21/FUL	S106 signed	£19,969	None	TBC	Improvements to sport and recreation facilities at Borough Park	On or before occupation of 50% of the dwellings	5 years of receipt	Named project: Improvements to sport and recreation facilities at Borough Park
	Great Court Farm 03/2163/14/O	Funds received	£14,430.45 remaining	Already deducted	Already deducted	Playing pitches and outdoor recreation facilities at KEVICC and/or Borough Park	N/A	10 years of receipt (02/09/25)	Named projects: Playing pitch and outdoor recreation facility improvements at: KEVICC

[illegible]

Annex B Glossary and Definition of Terms use in this Policy

General terms

Green infrastructure – refers to the full range of open spaces and the linkages between them. These spaces provide many multiple benefits for residents and visitors plus additional environmental benefits – in particular for biodiversity, landscape and flood alleviation.

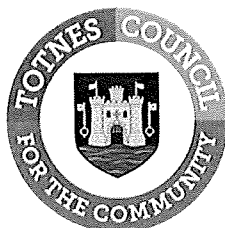
Sport and Recreation – applies to a wide range of physical activities both indoor and outdoor and the facilities where they are carried out including Open Space.

Wellbeing – refers to a good or satisfactory state of existence characterised by health and happiness. It is included in this policy to draw attention to the importance of appropriate and sufficient areas for amenities, recreation and sport for all ages to the development of state of wellbeing within individuals and communities.

Healthy High Street – is a key indicator in health terms and includes green spaces.

Category Type	Purpose
Allotments	These provide opportunities for those people who wish to grow their own produce. The provision of allotments has increased in Totnes over the last 10 years. At a time of increased interest in sustainability, healthy eating, food security and locally produced food, increasing the number of allotments is an important issue. Allotments fall into three separate categories: Statutory / Temporary / Private. The categories reflect varying degrees of protection from development for other purposes. Statutory allotments fall under Section 8 of the Allotments Act 1925 , being best protected in that a local authority must seek permission from the Secretary of State before selling or changing the use of such sites. Temporary and private sites have protection against change of use provided by the normal planning procedures.
Amenity Greenspace	Open grassland which provides opportunities for informal activities close to home or work and enhancement of residential or other areas. Amenity Greenspace rarely has formal equipment, facilities or even seating. It is within the newer housing estates such as Bridgetown. These areas often provide open space within residential areas but frequently lack a clear use and are often used for informal recreation activities.

Cemeteries and Churchyards	Burial, remembrance and quiet contemplation. Churchyards are primarily the responsibility of the individual churches or the diocese, and the cemetery is managed by the Town Council. St Mary's Churchyard is maintained by Totnes Town Council.
Civic Spaces	Providing a setting for civic buildings, public activities and community events. Civic spaces are important and the character and quality of them say a great deal about the town itself.
Greenways	Walking, cycling or horse riding routes, whether for leisure purposes or commuting. Taken to include Public Rights of Way and permissive paths. Can also provide corridors for wildlife migration. Adopted pathways within towns and settlements and Public Rights of Way are the responsibility of the Highways Authority (Devon County Council) although landowners are required to keep them free of obstructions.
Natural Spaces	Areas for wildlife, quiet enjoyment and environmental awareness, including woodland, meadows, heath, moor land and coastal areas
Parks and Gardens	Accessible, formal, sites designed for recreation and community events.
Play/Activity Space	Areas designed primarily for play and social interaction involving children and young people such as equipped play areas, ball courts, skateboard areas and teenage shelters. The opportunity for free exploratory play is fundamental to a child's ability to develop their physical and social skills. The opportunity for children over the last thirty to forty years to enjoy free unhindered open play has been curtailed and play has tended to be seen as a formalised activity within "play areas".
Outdoor Sports Facilities	Formal facilities for participation in outdoor sports, such as pitch sports, tennis and bowls.
Indoor Sport Facilities	Formal and semi formal facilities for the provision of sport and recreation facilities indoors eg Leisure Centre, School facilities in dual use provision and hall/rooms etc. adapted for use.
River/amenity usage	River Dart, flowing through Totnes providing an amenity, community and sporting facility for the town. It encourages wildlife into the town and it aids the tourism/employment and casual social/amenity usage on its banks with access from the footpaths and cycle paths.



STRATEGY DELIVERY GROUP

Notes

Tuesday 28th May 2024 at 6pm

Attendees: Cllrs Auletta, Beavis, Chinnock, Cooper, Cummings, Hodgson, Peters, Price, Roberts and Town Clerk.

Apologies: Cllrs Bennett, Collinson, Hannam, Presswell and Smallridge

1. Appointment of Chair

Cllr Price was appointed as Chair.

2. Appointment of lead Councillors for Themes

The following were appointed:

- a. Economy – Cllr Roberts
- b. Environment and Public Realm – Cllr Hodgson (Chair), Cllr Peters (Deputy Chair)
- c. Community – Cllr Bennett

ACTION – To **RECOMMEND** to **Full Council** that the roles of Chairs of these work strands be added to the Standing Orders to form part of the usual annual review.

ACTION – To **RECOMMEND** to **Town Matters** that the three work strands be turned into Working Groups to consider existing and new work streams.

3. Consideration of current work streams and how to allocate

- a. Consideration of current work streams and how to allocate - Deferred to a later meeting/can be discussed in individual groups/replaced with a corporate plan.

ACTION – Town Clerk and management team to draft a Corporate Plan of deliverables for consideration, using other examples as reference and the informal list already circulated.

ACTION – Town Clerk to arrange a meeting of the Chairs of groups and the Chair of Town Matters to consider draft Corporate Plan when prepared (Cllrs Collinson, Roberts, Hodgson, Bennett, Price).

- b. Staff links to work areas – the following allocation of link staffs was **AGREED**:

- Economy – Marketing and Communications Manager
- Environment and Public Realm – Governance and Projects Manager
- Community – Town Clerk

The role will be to act as a link, particularly with the Chair. There is not an expectation for staff to attend all related meetings because of the capacity implications. Further review of support and resources may be required in due course.

- c. Constitution – the issue of how these new groups should be constituted was discussed. It was felt it should be small clusters of Councillors who then engage with the community members.

ACTION - To **RECOMMEND** to the **Town Matters Committee** the creation of three working groups for Economy, Environment and Public Realm, and Community as set out in Standing Orders section 26.2.4.

There is not a section of Standing Orders currently which details Working Group Terms of reference so that would also need to be considered by Full Council as an amendment.

ACTION – Town Clerk to draft terms of reference for the three working groups proposed for creation.

d. Membership of groups

ACTION – Councillors to indicate which working groups they wish to participate in, to be ratified by Full Council to meet the current Standing Orders requirements. Suggested that only 4/5 Councillors are required per area, with a quorum of 3 for meetings as per the Standing Orders requirements. The intention of members is to liaise and involve relevant members of the community in these informal meetings.

4. Economy – Chaired by Cllr Roberts

- It was **AGREED** that the creation of a Business Forum was a priority objective.

ACTION – Town Clerk to liaise with staff team on prioritising the business database updates for future communications. Further work is needed on what is being asked of businesses and what this involves before contact is made.

- It was **AGREED** that while it was important to engage with the SHDC Community Economic Plan, it must be made clear that the project is separate to the Business Forum above.

5. Environment and Public Realm – Chaired by Cllr Hodgson

- There were some concerns from some members that climate change and sustainability work had not been included strongly enough in the adopted plan. Further conversations can be held via the group on this.

- It was **AGREED** that the following issues seemed to be priority areas for consideration – Graffiti, funding of the skate park, SHDC commercial waste collections, Market square refurbishment.

ACTION – Cllr Hodgson was asked to continue engagement with SHDC on commercial waste, ask about the SHDC funding of other skate parks and liaise/involve all three District Councillors in future meetings.

6. Community – Chaired by Cllr Peters in Cllr Bennett's absence

- It was **AGREED** that the audit of what Totnes currently has in terms of voluntary services should be a priority. The brief for what we are asking for will need to be discussed at a future meeting of the group.

ACTION – Town Clerk to write to the SHDC Community Development Team to discuss possible options for partnership working around this.

The meeting closed at 8pm.

Date of the next meeting – Tuesday 23rd July at 6pm in the Guildhall.

ACTION – as this is a non-statutory meeting it can be hybrid, a Zoom meeting will be set up so that members have the option to join remotely.

C Marlton
Town Clerk

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