



## AGENDA FOR THE MEETING OF TOTNES TOWN COUNCIL MONDAY 7<sup>TH</sup> APRIL 2025 IN THE GUILDHALL

Please note that public question time will be held prior to Full Council from 6.30pm.

There are stairs to the Council Chamber but if any member of the public has mobility issues the Council can relocate to the Main Chamber.

You are hereby **SUMMONED** to attend a meeting of the Council, on **Monday 7<sup>th</sup> April 2025 at 7.00pm** for a maximum of 120 minutes the purpose of transacting the following business:

### 1. WELCOME TO ALL ATTENDING AND OBSERVING

The Chair will read out the following statement:

Welcome to everyone attending and observing the meeting.

A reminder that open proceedings of this meeting will be video recorded. If members of the public make presentations, they will be deemed to have consented to being recorded. By entering the Council Chamber attendees are also consenting to being recorded.

This meeting is limited to 120 minutes and therefore members are asked to raise their points succinctly and not repeat the same view expressed by colleagues if it does not add to the debate.

### 2. APOLOGIES FOR ABSENCE AND DECLARATION OF INTERESTS

To receive apologies and to confirm that any absence has the approval of the Council. The Mayor will request confirmation that all Members have completed or made any necessary amendments to their Declaration of Interests.

---

*The Council will adjourn for the following items:*

Reports from County and District Councillors. As this meeting is held during the pre-election period, Councillors are asked to restrict their questions to urgent, non-political matters only.

- a. County Cllr Hodgson – no document.
- b. District Cllr Allen – no document.
- c. District Cllr Birch – document attached [page 4].
- d. District Cllr Presswell – document attached [page 9].

---

*The Council will convene to consider the following items:*

### 3. CONFIRMATION OF MINUTES

To approve and sign the minutes of the following Meeting:

*(Please note confidential minutes can be agreed but any discussion must be held in the confidential session)*

- a. Full Council 3<sup>rd</sup> March 2025 – document attached [page 11].

To note the following minutes:

- b. Council Matters 10<sup>th</sup> March 2025 – document attached [page 15].
- c. Planning Committee 17<sup>th</sup> March 2025 – document attached [page 18].
- d. Town Matters Committee 24<sup>th</sup> March 2025 – document attached [page 20].

#### 4. CONSIDERATION OF ANY MATTERS ARISING REQUIRING A DECISION

To consider any matters arising from the Minutes and to approve any recommendations from Committees (document enclosed, page 22):

*(Please note confidential minutes can be agreed but any discussion must be held in the confidential session.)*

- a. Full Council 3<sup>rd</sup> March 2025.
- b. Council Matters 10<sup>th</sup> March 2025.
- c. Planning Committee 17<sup>th</sup> March 2025.
- d. Town Matters Committee 24<sup>th</sup> March 2025.

#### 5. GENERAL POWER OF COMPETENCE

To consider adopting the General Power of Competence. Document attached [page 23].

#### 6. ELECTION OF MAYOR FOR 2025/26

To elect the Mayor and the Chair of the Council for the Council Year 2025-2026 (effective May 2025). No document.

#### 7. MAYOR MAKING AND MAYORAL ELECTION

To appoint Councillors to undertake the following duties at the Mayor Making ceremony on 21<sup>st</sup> May 2025 (no document but please note that the proposer and seconder should be prepared to make a short speech setting out the reasons by they are proposing the candidate as Mayor):

- a. To propose the election of the new Mayor;
- b. To second the election of the new Mayor;
- c. To propose and endorse the election of all other Council positions and Committees; and
- d. To propose a vote of thanks to the outgoing Mayor.

#### 8. MEMBERSHIP OF COMMITTEES, WORKING GROUPS AND LINK COUNCILLORS FOR 2025/26

To elect members to committees, outside representatives and link councillor roles. Document attached showing existing and proposed membership [page 24].

#### 9. SPECIAL EDUCATIONAL NEEDS UNIT AT KEVICC CONSULTATION

To consider any Council response to a Consultation on proposal to establish a Special Educational Needs (SEN) Unit at King Edward VI College, Totnes. Document attached [page 26].

#### 10. LIST OF MEETING DATES, COMMUNICATIONS POINTS AND LINK COUNCILLOR UPDATES

To note a list of upcoming meeting dates, Council communications points and link Councillor/Councillor representatives on outside bodies updates. Documents attached [page 28].

#### 11. NEXT MEETING

To note the next meeting date of Monday 12<sup>th</sup> May 2025, 6.30pm public session, 7.00pm formal meeting in the Guildhall.

---

*The Council will be asked to RESOLVE to exclude the press and public "by reason of the confidential nature of the business" to be discussed and in accordance with the Public Bodies (Admission to Meetings) Act 1960.*

---

#### 12. CONFIDENTIAL ITEMS FROM COMMITTEE (Standing Item)

To consider any recommendations or matters arising that are considered confidential in nature (item 7 report from Town Matters Committee, personal information). Document attached.

#### 13. STRATEGIC PLAN

To consider any actions from the Councillor session to discuss the strategic plan and priorities of the Council (financial and commercially sensitive). Document attached.

#### 14. ELMHIRST PROJECT (Standing Item)

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

Agenda produced by:

Catherine Marlton

Town Clerk

1<sup>st</sup> April 2025

**USE OF SOUND RECORDINGS AT COUNCIL & COMMITTEE MEETINGS**

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

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

## ITEM 2 – DISTRICT COUNCILLOR REPORTS

### ITEM 2C – DISTRICT CLLR BIRCH

John Birch, SHDC Member for Totnes

Report to the Totnes Town Council meeting to be held on Monday 7 April 2025

I report on the following.

#### **Local Government Reorganisation – Letter sent to Minister of State for Local Government and English Devolution’s by the leaders of seven Devon district councils**

“National government signalled in December 2024 its intent to end the current system of District and County Councils and smaller unitary Councils. Instead, these are to be replaced by unitary Councils covering much larger areas, with a guideline minimum population of 500,000 people.

We are proud of our track record in delivering high quality and cost-effective public services. Each of our Councils is well established and has, over many years, built a connection with local communities such that we understand how best to tailor the delivery of these services to meet the needs of local residents.

We are also very concerned that the Local Government Reorganisation (LGR) as stipulated by government including the timetable runs the real risk of financial unsustainability from inception. The most significant funding challenges facing the people of Devon concern Adult and Children Social Care, SEND, and NHS funding. Government proposals address none of these, but rather risks uprooting the very organisations holding the line today.

However, it is our duty to respond to answer national government’s demand for structural change through LGR.

We are united in our belief that the interests of the nearly 1 million people of Devon and Torbay will not best be served by a single ‘mega’ Council covering the entirety of this area. As districts, we have therefore reached initial agreement to work towards the formation of two new Councils that combine our existing areas as follows;

- A Unitary combining the South Hams, Teignbridge and West Devon areas with Torbay
- A Unitary including East, Mid and North Devon alongside Torridge District and the City of Exeter

There is considerable further work to do to develop these proposals. We want to maintain local distinctiveness whilst seeking to secure on-going service improvements. We are having to move at pace to meet the initial deadline set by national government for Interim Plans to be submitted by the 21st March. Final decisions on the content of the Interim Plans will continue to be made by individual Councils and we will engage with all our Devon council colleagues on an on-going basis. We are mindful that the LGR process is fast-changing still and until submission date further options may need to be considered in addition to the currently preferred option.

We are in active dialogue with Torbay Council concerning the potential for a new unitary council covering a wider geography encompassing the 4 areas described above.

We also recognise that Plymouth City will be looking to change their boundaries, which is a matter for government to decide on.

We are resolute in our shared commitment to engaging with our residents, partners and stakeholders to help shape these proposals going forward. This includes in the period through to November and the submission of final proposals. We will provide on-going updates as we reach key milestones”

### **Local Government Reorganisation – Resolution passed at Full Council meeting of SHDC on 20 March 2025**

1. That the Leader of Council, in consultation with the Chief Executive and the Leader of the Main Opposition Group, be given delegated authority to submit an Interim Plan based on the proposals set out in Section 3 of the report in response to the Minister of State for Local Government and English Devolution’s letter dated 5 February 2025 by the deadline of 21 March 2025;
2. This Council confirms its opposition to the move by Plymouth City Council to incorporate parts of South Hams within its municipal boundary for the purposes of Local Government Re-organisation. Those parts of South Hams proposed by Plymouth City Council are an integral part of the South Hams and further any such “land grab” could be to the financial disadvantage of council taxpayers; and
3. This Council commits to continue to consult with its local town and parish councils and its local residents.

### **Local Government Reorganisation – Executive Summary of Interim Plan submitted by SHDC on 21 March 2025**

“This Interim Plan responds to the government's invitation for Local Government Reorganisation (LGR) towards a single tier. Acknowledging the English Devolution White Paper's intent to replace existing councils with larger unitary authorities, this submission proposes a balanced two-unitary solution for Devon and Torbay, alongside Plymouth City as a retained unitary authority, aiming to meet LGR objectives while preserving local identity and ensuring sustainable service delivery.

The proposed two-unitary model aligns with the six criteria for unitary government, using existing district areas as building blocks and aiming for populations near 500,000 for each authority. The proposed model anticipates the creation of a;

- Southern Devon Authority: South Hams, Teignbridge, West Devon, and Torbay
- Exeter and Northern Devon Authority: East, Mid, North Devon, Torridge, and Exeter.

This offers a comprehensive solution for the whole area, establishing a credible alternative to a single ‘mega’ Council whilst guarding against the creation of an urban/rural divide

The Interim Plan recognises that significant further work is required to develop these proposals. A programme is set out for how this will happen through to November 2025. This includes extensive stakeholder engagement.”

### **THREATENED WINTER CLOSURE OF TOTNES CASTLE**

At the SHDC Full Council meeting held on 20 March 2025 I proposed the following motion that was seconded by Cllr Presswell

“This motion opposes the closure of Totnes Castle at weekends during the winter and calls on English Heritage to abandon its proposal to cease winter opening hours as from next winter

Totnes is an all year round tourist destination and this is why we as a Council persuaded the Caravan Club to open all year round the site at Steamer Quay in Totnes. This has proved to be a great success and has brought extra visitors to the town.

In visiting Totnes the castle is a must on any visitor's list.

Furthermore plenty of locals enjoy taking their own weekend winter visitors to the castle, such a great place to climb up to the top of the walls and marvel at the spectacular views of the town.

To bring about the proposed closure will have a detrimental effect on the local economy and this is one of the several reasons for opposing the closure

Closing the castle permanently for the winter months will compromise the integrity of the building. There will be no staff checking on maintenance problems and the threat of vandalism will increase without a regular weekly presence there to act as a deterrent.

The Totnes Town Council has made representation to English Heritage against the proposed winter weekend closure and I understand that a meeting is to be held. We need to be part of those discussions and thus the need for this motion that I hope you will all support.

It is resolved that:

1. This Council calls on English Heritage to abandon its proposal to cease winter opening hours in respect of the Totnes Castle as from next winter.
2. Authorises the Leader of the Council to write to English Heritage on its behalf setting out its opposition to the proposed winter closure for the reasons set out in this notice of motion."

The resolution was carried and a letter will be sent by SHDC to English Heritage by the Leader of the Council.

#### **Totnes to Newton Abbot via Littlehempston All Access path**

At the SHDC Full Council meeting held on 20 March 2025 the following motion concerning the above was carried.

"This Council supports the decision by DCC to include the Totnes to Newton Abbot via Littlehempston All Access path within its priority list of its LCWIP at their Cabinet Meeting on 12 March 2025. The route is also recognised within the emerging LCWIP work undertaken by South Hams District Council and, as such, the Council will look to support, where appropriate, DCC and the community to further ensure its aims to see the route established"

#### **SHDC retains ownership of three properties due to sold on open market**

At a recent SHDC Executive meeting it was agreed that the Council retain ownership of the three properties at Holywell Meadow, St Anns Chapel, which in the original business case were for open market sale.

The retention will be funded as follows.

1. £300,000 from the Housing Reserve (funded from the second homes council tax premium), £300,000 from Housing Capital budgets and Housing Earmarked Reserves and £500,000 of borrowing be used to fund the Council retaining ownership of the 3 properties;
2. The Council will apply for £300,000 of Homes England Grant funding for the 3 properties.

#### **SOUTH HAMS WAY**

The South Hams Way - a 100-mile circular walking trail which roughly follows the perimeter of the South Hams area – is due to be opened this summer. The project is managed by South Hams Ramblers and supported by SHDC.

It is hoped the route, which starts in Totnes will attract tourists from far and wide, so the local economy will benefit. It will also be a leisure amenity for South Hams and Devon residents. The Ramblers are in the process of producing literature and media information, including a dedicated website. Points of interest on or near the route will be included and eventually will include links to businesses on the route.

Members of the South Hams Ramblers have recced the entire path, which uses existing rights of way. Signage locations have been identified and will be distributed to parish and town councils for approval.

Since its inception in September last year, the Ramblers have been in touch with all interested parties - for example: parish and town councils, DCC, SHDC, South West Coast Path, Dartmoor National Park and Visitor Centres.

The project is run entirely by volunteers and will depend on financial support from local organisations and public donations.

### **Consultation on proposal to establish a Special Educational Needs (SEN) Unit at King Edward VI College, Totnes**

I received the following from DCC

Education South West is proposing to establish a Special Educational Needs (SEN) Unit at King Edward VI Community College, Totnes from September 2025/January 2026. A SEN Unit is a special provision within a mainstream school where pupils are taught within separate classes. It is proposed that the unit will provide 20 places for children and young people with Autistic Spectrum Condition (ASC) from Year 7 to Year 11. All pupils attending the unit will have an Education, Health and Care Plan (EHCP).

Increasing local SEN provision is part of a county-wide strategy by Devon County Council in response to the demand for increased special educational needs provision and to enhance the inclusive capacity of mainstream schools.

A SEN Unit supports learners whose needs can be met in a mainstream setting but who require a specialist environment and support within the school. Pupils are supported within this environment with an Education Health and Care Plan, small class sizes and high staffing ratios. Our aim is to enable pupils to fulfil their potential to successfully access their education on our site, either within the SEN unit, or with provision blended across the unit and the mainstream school.

Devon has seen a significant increase in the number of children and young people with an EHCP since 2018. There is a need to increase local capacity to meet demand around specific areas of growth which includes increasing support for pupils with Autistic Spectrum Condition. This proposal will ensure a better offer for children and young people that is local and suitable to their needs. The proposal will support more children with special educational needs to be educated and thrive in a local school and community, facilitating better access to the curriculum and avoiding the need for children to travel to an appropriate setting further away.

For further information, please see: [Consultation on Proposal to Establish a Special Educational Needs \(SEN\) Unit at King Edward VI College, Totnes - Have your say](#)

This consultation will take place from 31 March to 29 April 2025.

### **Responding to the consultation**

The Trust welcome feedback on this proposal. Comments can be made to Education South West either by:

Email: [SENconsultation@kingedwardvi.org.uk](mailto:SENconsultation@kingedwardvi.org.uk)

By post to: SEND Consultation 2025, King Edward VI Community College, Ashburton Rd, Totnes TQ9 5JX

Please note that all responses must be received by midnight on 29 April 2025. Education South West's Privacy Policy: [Privacy Policy - Education South West](#)

All responses to the consultation will be considered and will be shared with the school's leadership team, board of directors and trustees. Responses will also be shared with Devon County Council and the South West Region's Group at the Department for Education (DfE), but we will not send individual responses to any specific points made.

Following the end of the consultation, the Board of Trustees will consider all responses received and make a decision as to whether or not to proceed with the proposal. If it is decided to proceed, Education South West will make an application to the Department for Education's (DfE) South West Region's Group. It is the DfE's Regions Group who will consider the application and responses received to the consultation before making a decision on whether or not to approve the proposal

Cllr John Birch  
SHDC Member for Totnes  
1 April 2025



**District Councillor Report - for Totnes Town Council**

**29/03/2025**

**Cllr Anna Presswell**

**South West Water Update**

South West Water (SWW) representatives gave an update on the successes or otherwise of their strategic plan for this year, to the District Council Overview and Scrutiny Committee. We also had representatives from the volunteer organisations Friends of the Dart, Avon River Champions, and Surfers against Sewage.

**Friends of the Dart** wanted clarity on Bathing water designation regulations and applications. SWW stressed that Inland waters have stricter standards with a '1 spill criteria as opposed to 10 spills elsewhere; and that they cannot be seen to be in favour or not of a bathing area, as it effects charges to customers, but can give spillage information. Friends of the Dart also asked for the use by SWW, of a Transparency Template they had drawn up to disclose and provide transparency on investment into sewage water infrastructure, that would be made public. SWW were keen to take up this idea and are to discuss further with Friends of the Dart.

**Avon River Champions** questioned SWW's 5 year Asset Management Plan (AMP7 2020-2025) which aimed to reduce pollution incidents. Their 5 year target of 30% reduction, achieved only 2%. They questioned how legally binding these statistics are, to the reply that they are not. AMP 8 which is the next 5 year commitment - if the outcomes are not delivered they are entitled to give money back to the consumers. Ultimately it is the Environment Agency that decide to take action or not.

They four main regulators are the Environment Agency, Ofwat, Drinking Water Inspectorate, and Consumer Council for Water – which covers the financial, drinking water and customer perspective.

**Surfers Against Sewage** questioned the legal phrasing suggesting it is very subjective and gives a lot of room for interpretation – such as extreme weather events, and what actually represents the conditions under which you can or cannot emit. As we are fundamentally dealing with a quantitative system i.e. meteorology is measured and predicted with forecasts, water flow is measured - why isn't the legal framework established around quantitative measures? Their response was 'ask the lawyers'.

**Food Hub**

The Dartington Estate are hoping to develop a 'Pannier-style market' area where the shops are situated, supporting local food enterprises and aims to be a conduit of expansion for existing business in the South Hams. They have reached out to over 400 businesses and we await the potential interest.

**Active Travel**

A dedicated Active Travel group which is part of the Totnes Transport forum is now holding regular meetings with local groups across the South Hams that are keen to develop cycle routes in their area, and by having an area wide forum every few months we hope to share knowledge, support and in time try to achieve a joined up network across South Hams, as part of our aim to reduce traffic, reduce pollution, support health and wellbeing, and support our climate resilience strategy.

**Dentist Update**

We continue to meet with representatives from the NHS Integrated Care Board, on the status of NHS Dentistry being returned to Totnes. Although an uphill battle, and their emphasis is on emergencies and child protection, I aim to get some statistics as to the number of ex-NHS patients that no longer go for any treatment due to the private dentistry prices. With the abolishment of NHS England, in time there will be changes with this existing body, and these are yet to be determined. In the meantime, although the private practices are not at liberty to provide this information, I intend to try and get a picture of numbers that now choose not to pay private fees and have had no further treatment, since we lost our NHS dentists. This illustration which I would imagine is similar across the country will hopefully help in the longer term to prioritise the necessity for NHS Dentists in our area.

A brief addendum – the laws in Scotland are different and they have many more NHS Dental practices. Recently in the news a man who'd not been to the dentist for 12 years, travelled from Newquay to Paisley to join the practice and get treatment. He no doubt needed a lot of work done!

### **Kingsbridge Inn**

Recorded as our oldest pub in Totnes - 17<sup>th</sup> C and a designated 'Asset of Community Value'. A group our hoping to gain enough support to potentially bid for the Kingsbridge Inn situated in the Leechwell area of the town. There will be questionnaires handed out at a stall on Friday 11<sup>th</sup> around the Butterwalk and St Marys church, followed by a Community meeting at the United Reform Church in Totnes on Saturday 26<sup>th</sup> 2-3pm.

The vision is an emphasis on promoting a neuro-diverse friendly and inclusive environment – a quieter atmosphere of board games, singing around a piano, food, cafe and early closing of around 9pm.

### **Totnes Railway Station and Bus Stops**

We are awaiting confirmation that these beautiful mosaics made several years - will be placed in the main bus stops in Totnes by the Seven Stars and on the platforms of the railway station. The intention is that they will be in place over the next few months in readiness for the tourist season.

## ITEM 3 – CONFIRMATION OF MINUTES

### ITEMS 3A AND 4A – FULL COUNCIL 3<sup>RD</sup> MARCH 2025



## **DRAFT MINUTES FOR THE MEETING OF TOTNES TOWN COUNCIL** **MONDAY 3<sup>RD</sup> MARCH 2025 IN THE GUILDHALL**

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

Apologies: Cllrs Chinnock, Roberts and Robshaw, District Cllr Birch.

In Attendance: Members of the public, District Cllr Allen, C Marlton (Town Clerk) and P Bethel (Town Sergeant).

### **1. WELCOME TO ALL ATTENDING AND OBSERVING**

Cllr Price welcomed all to the meeting before passing the role of chairing to her Deputy, Cllr Benntt who presided for the rest of the meeting.

### **2. APOLOGIES FOR ABSENCE AND DECLARATION OF INTERESTS**

**To receive apologies and to confirm that any absence has the approval of the Council. The Mayor will request confirmation that all Members have completed or made any necessary amendments to their Declaration of Interests.**

The apologies were received and accepted. There were no amendments to Declarations of Interest. The Clerk reminded members to update their Declaration of Interests using the relevant form when taking on new voluntary and paid positions.

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

### **Reports from County and District Councillors.**

- e. County Cllr Hodgson**
- f. District Cllr Allen**
- g. District Cllr Birch**
- h. District Cllr Presswell**

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

- a. County Cllr (C Cllr) Hodgson had submitted a report before the meeting and updated on: local government reform and devolution for Devon and Torbay; the Totnes and Littlehempston cycle path which will be considered at Devon County Council Cabinet in March; and encouraging people to respond to the community composting questionnaire which is now live.

- b. District Cllr Allen was present and answered questions on her written report, including: locality funds for District Councillors; concerns about planning legislation; the definition of second home ownership in terms of the enhanced Council Tax rate; and the idea of beavers being introduced to the River Dart.
- c. District Cllr Birch was not present and had not submitted a report.
- d. District Cllr Presswell was present and answered questions on her written report, including: work on the Heritage Festival 2025 which is looking to include historic figures; and work at Dartington around a food hub at the Cider Press centre and the need to ensure that this initiative doesn't have a negative impact on the Totnes centre high street.

*The Council reconvened.*

### **3. CLERK'S REPORT**

**To note the Clerk's Report for January and February 2025 (general updates and correspondence).**  
Noted.

### **4. CONFIRMATION OF MINUTES**

**To approve and sign the minutes of the following Meeting:**

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

#### **a. Full Council 3<sup>rd</sup> February 2025.**

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

**To note the following minutes:**

#### **b. Council Matters Committee 10<sup>th</sup> February 2025.**

Noted.

#### **c. Planning Committee 17<sup>th</sup> February 2025.**

Noted.

### **5. CONSIDERATION OF ANY MATTERS ARISING**

**To consider any matters arising from the Minutes and to approve any recommendations from Committees:**

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

#### **a. Full Council 3<sup>rd</sup> February 2025.**

No matters arising.

#### **b. Council Matters Committee 10<sup>th</sup> February 2025**

Item 6 - Asset Transfer Policy for the Council. It was **RESOLVED** unanimously that the draft Asset Transfer Policy is adopted as amended.

Item 7 - Council Grants Policy. It was **RESOLVED** unanimously that the revised Council Grants Policy is adopted.

Item 8 - Closed-Circuit Television Policy. It was **RESOLVED** unanimously that the revised Closed-Circuit Television Policy is adopted.

**c. Planning Committee, 17<sup>th</sup> February 2025**

Item 6 – Parish Paths Partnership. It was **RESOLVED** that the Council writes to the Devon County Council Footpaths Officer to raise concerns about and request that action is taken on the following:

- Footpath 3 – concern about the landowner’s behaviour and continued neglect in not reinstating this path after crop planting, as this footpath provides an important pedestrian route away from a busy road; and
- Footpath 17 – the condition of the footbridge which has not been repaired and to request that Devon County Council ensures that funding is found for its repair.

**6. 20s PLENTY**

**To consider the proposal for additional 20mph speed limits in residential areas of the town.**

It was **RESOLVED** unanimously to support:

- The outlined locations for 20mph zones: Plymouth Road, Cott Road, Jubilee Road, from the top of Bridgetown Hill to the bottom of Bridgetown from A385 to the old bridge.
- The additional zones of: the road from Bridgetown Hill Junction from A385 down over the Old Bridge to the mini roundabout; Weston Lane; Borough Park Road; and the Industrial Estate.
- The following additional measures in any future plans: extension of 30mph zones on all approach roads into Totnes - Kingsbridge Hill (A381), Newton Abbot road (A381) and Bridgetown Hill to True Street (A385).
- Consideration of 20mph on Ashburton Road outside KEVICCS and the residential areas.

**7. TOTNES CASTLE**

**To consider making any representations to English Heritage about the proposal to close Totnes Castle during winter months.**

It was **RESOLVED** to write to English Heritage expressing concern about the proposed winter closure of Totnes Castle, subject to some minor amendments.

**8. REPRESENTATIVES ON OUTSIDE BODIES**

**To consider a request from Cllr Chinnock to resign as a Council Representative to the Fairtrade group.**

It was **RESOLVED** to accept the resignation. Councillors will consider their preferred roles ahead of the Annual Meeting of the Council in May 2025.

**9. LIST OF MEETING DATES AND COMMUNICATIONS POINTS**

**To note a list of upcoming meeting dates, Council communications points and link Councillor/ Councillor representatives on outside bodies updates.**

Noted.

**10. NEXT MEETING**

**To note the next meeting date of Monday 7<sup>th</sup> April 2025, 6.30pm public session, 7.00pm formal meeting in the Guildhall.**

Noted.

*The Council will be asked to RESOLVE to exclude the press and public “by reason of the confidential nature of the business” to be discussed and in accordance with the Public Bodies (Admission to Meetings) Act 1960.*

---

**11. CONFIDENTIAL ITEMS FROM COMMITTEE (Standing Item)**

**To consider any recommendations or matters arising that are considered confidential in nature (legal).**

None.

**12. TRANSFER OF FUNDS**

**To consider giving delegated authority to the Clerk to authorise a transfer from the savings account to current account as required.**

It was **RESOLVED** unanimously to give the Town Clerk delegated authority to transfer up to £50,000 from either savings account into the Town Council current account and/or back to the savings account to manage cashflow as required.

**13. ELMHIRST PROJECT (Standing Item)**

**To consider an update on the Elmhirst project and the delegation of costs associated with the bid process (commercially sensitive).**

Noted. It was **AGREED** to retain this item on the agenda as there is still an aspiration to secure the site.

The meeting closed at 8.45pm.

Cllr Emily Price  
Chair



## **DRAFT MINUTES FOR THE MEETING OF COUNCIL MATTERS MONDAY 10<sup>TH</sup> MARCH 2025 AT 6.30PM IN THE GUILDHALL**

**Present:** Councillors D Peters (Chair), C Beavis, T Bennett, J Chinnock, J Hannam and E Price.

**Apologies:** Cllr Robshaw.

**In Attendance:** Member of the public, C Marlton (Town Clerk).

### **1. APOLOGIES FOR ABSENCE**

The Chair read a statement about how the meeting would be conducted and recorded. The apologies were accepted.

*The Committee adjourned for the following items:*

#### **PUBLIC QUESTION TIME**

A member of the public asked about Baltic Wharf and the planning application being refused. Cllrs explained the role of the Town Council as a statutory consultee but not a decision making authority. The reasons the Planning Committee objected previously were outlined by the Chair of Planning Committee. It was suggested the member of the public approach District Councillors and also Totnes Society for further information.

*The Committee convened to consider the following items:*

### **2. CONFIRMATION OF MINUTES**

**To approve the minutes of 10<sup>th</sup> February 2025 and update on any matters arising.**

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

### **3. BUDGET MONITOR**

**To consider the Budget Monitor and to review what information members want to receive monthly.**

The budget monitor was **AGREED**. It was **AGREED** to table an item on the April agenda to discuss the documents members wished to receive at Committee.

### **4. STRATEGY DELIVERY WORKING GROUPS**

**To consider any budgetary recommendations from the following (documents attached):**

#### **a. Community Working Group, 11th February 2025.**

Totnes Carnival and Lantern Group 2025 (ref CD2). It was unanimously **AGREED** to award £3000 total to support the continuation of the Odd Object Competition and the Christmas Lantern Procession. £2000 of this will be granted to Better Places on receipt of an invoice for the Summer events and Odd

Object competition. It was **AGREED** to grant the Clerk delegated authority to decide who to pay £1000 to for the Christmas Lantern procession, either Better Places or the Carnival Committee.

Caring Town 2025/26 support (ref CD4). It was **AGREED** to grant the Clerk delegated authority to pay £9000, subject to a meeting with Caring Town for more detailed discussion on the objectives and structure of the organisation. The invitation to this meeting should include both Community Working Group and Council Matters Committee members.

**b. Economy Working Group, 12th February 2025.**

No recommendations.

**c. Environment and Public Realm: Bridgetown Alive map details.**

Bridgetown Alive! Maps. It was **AGREED** in principle to cover the £230+VAT for two copies of the maps (one large and one small), but only on the basis that the Environment and Public Realm Working Group agree to the locations. It was **AGREED** that when the locations are confirmed that the Town Maintenance team should install the signage.

**5. CEMETERY FEES**

**To consider a review of the Cemetery Fees for financial year 2025/26.**

It was **AGREED** by majority that a 7.5 percent increase should be applied to the existing cemetery fees.

**6. MENOPAUSE POLICY**

**To consider a draft Menopause Policy for the Council.**

It was **AGREED** to adopt the draft Menopause Policy.

**7. CIVIC BUDGET AND MAYORAL ALLOWANCE POLICY**

**To review the Civic Budget and Mayoral Allowance Policy .**

To **RECOMMEND** to Full Council that the revised Civic Budget and Mayoral Allowance Policy is adopted.

**8. CIVIC PROTOCOL AND PROCEDURE REVIEW**

**To review the Civic Protocol and Procedure.**

To **RECOMMEND** to Full Council that the revised Civic Protocol and Procedure is adopted.

**9. PRIVACY NOTICE**

**To review the Privacy Notice [for website and external use].**

To **RECOMMEND** to Full Council that the revised Privacy Notice is adopted.

**10. PRIVACY POLICY**

**To review the Privacy Policy [internal guidance for Councillors and officers].**

To **RECOMMEND** to Full Council that the revised Privacy Policy is adopted.

**11. COUNCIL GRANTS REPORT**

**To note a report of community organisation's assessment of their projects which received Community Grant funding in June 2024**

Noted.



## **12. DATE OF NEXT MEETING**

**To note the date of the next meeting of the Council Matters Committee – Monday 14<sup>th</sup> April 2025 at 6.30pm in the Guildhall.**

Noted.

*The Committee will be asked to **RESOLVE** to exclude the press and public “by reason of the confidential nature of the business” to be discussed and in accordance with the Public Bodies (Admission to Meetings) Act 1960. (CONFIDENTIAL by virtue of relating to legal and/or commercial matters, staffing and/or the financial or business affairs of a person or persons other than the Council)*

## **13. BANK STATEMENTS AND RECONCILIATIONS (Standing Item)**

**To consider the bank statements and reconciliations for February (financial).**

These were reviewed and **AGREED**.

## **14. GUILDHALL COTTAGE**

**To consider the vacancy in Guildhall Cottage to undertake maintenance and the reduction of income (financial).**

The vacancy and subsequent loss of income was noted. It was **AGREED** that remedial works should take place while the property is unoccupied. It was noted that this may take some time as various permissions will apply as the property is listed.

## **15. CCTV AT THE CIVIC HALL**

**To consider the purchase and installation of an additional camera as part of the Closed Circuit Television system at the Civic Hall (commercial).**

The funding was **AGREED** to purchase an additional camera for the Civic Hall. South Hams District Council will be asked for permission to site the camera and whether they would help contribute financially given the coverage will help protect the Public Toilets.

## **16. STAFFING UPDATE**

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

Noted.

The meeting closed at 8.20pm

Catherine Marlton

Town Clerk

March 2025



## **DRAFT MINUTES FOR THE PLANNING COMMITTEE**

### **MONDAY 17<sup>TH</sup> MARCH 2025 IN THE GUILDHALL**

Present: Councillors T Bennett (Chair), L Auletta, S Collinson (from 1835) T Cooper, J Cummings (from 1850), J Hodgson (from 1840), L Smallridge and M Trant.

Apologies: None.

In Attendance: Cllr Beavis and S Halliday (Governance and Projects Manager).

#### **1. WELCOME AND APOLOGIES FOR ABSENCE**

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

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

The apologies were accepted.

#### **PUBLIC QUESTION TIME**

There were no members of the public present.

#### **2. CONFIRMATION OF MINUTES**

**To approve the minutes of 17<sup>th</sup> February 2025 and update on any matters arising.**

The minutes were approved as an accurate record of proceedings.

#### **3. TREE WORKS APPLICATIONS**

3a. 0345/25/TCA - Tree A: Hazel (*Corylus avellana*) - Fell, tree is now overgrown for its location. Smothered in Clematis & shading out a fruiting apple tree & weeping cherry. Tree B: Hazel (*Corylus avellana*) - Crown thin by 33% and Crown height reduction by 2-3m & Lateral Crown Reduction by 2-3m on all sides to reduce shading to hedge and garden general & Tree C: Silver Birch (*Betula pendula*) - Crown thin by 33% and Crown height reduction by 3-4m & Crown lift by 2m to retain shape. The tree is outgrowing its location at the front of the house, works to retain tree. The roots are damaging the garden walls with bad cracks and potentially the front wall of the house. 9 Plymouth Road, Totnes, TQ9 5PH.

Overtaken by events – a decision notice was issued on the afternoon of 17<sup>th</sup> March.

#### **4. PLANNING APPLICATIONS**

**To make recommendations on the following planning applications:**

*Note: Cllr Hodgson observes and does not vote on any applications which would potentially be discussed at a Development Management Committee meeting at South Hams District Council (SHDC).*

4a. 0305/25/HHO and 0306/25/LBC – Householder application and Listed Building Consent to replace conservatory glass with higher performing glass and some slate and single storey side extension to ground floor. Conservatory Cottage, Northgate, Totnes, TQ9 5NX.  
Support.

4b. 0563/25/HHO – Householder application for garage conversion to dwelling. 17 Follaton Rise, Totnes, TQ9 5FX.

Support. The Committee doesn't object to the application in principle but would ask that the width of the new window aligns with the windows above to maintain the high quality design of the front of the building. The Committee is disappointed that the application does not include any provision for onsite renewables or an EV point to offset the additional occupancy created by the additional bedroom.

4c. 0431/25/LBC – Listed building consent for internal decoration works and repairs. 32 High Street, Totnes, TQ9 5RY.

Support. However, as with comments to application 3955/24/LBC the Committee wish to ensure that the Heritage Officer is content with the methodology (for example the proposal to sand the plasterwork), materials and skills required to repair the historic ceiling.

## **5. DATE OF NEXT MEETING**

**To note the date of the next meeting of the Planning Committee – Monday 28<sup>th</sup> April 2025 at 6.30pm in the Guildhall.**

Noted. Given the late date of the next meeting, and the deadline for comments on applications, to **RECOMMEND** to Full Council that delegated authority is given to the Clerk for early April to respond to planning applications based on comments from members of the Planning Committee.

It was also **AGREED** to look for an alternative meeting date for the May meeting as it currently falls on the same day as Mayor Making.

The meeting closed at 6.55pm.

Sara Halliday  
Governance and Projects Manager  
March 2025



## DRAFT MINUTES FOR THE TOWN MATTERS COMMITTEE

### MONDAY 24<sup>TH</sup> MARCH 2025 IN THE GUILDHALL

Present: Councillors J Cummings (Chair), L Auletta, C Beavis, J Chinnock, A Presswell, N Roberts and T Robshaw.

Apologies: Cllrs Collinson and Price.

Not Present: Cllr Peters (apologies received at 6.55pm)

In Attendance: S Halliday (Governance and Projects Manager).

#### 1. WELCOME AND APOLOGIES FOR ABSENCE

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

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

The apologies were accepted.

#### PUBLIC QUESTION TIME

There were no members of the public present.

#### 2. CONFIRMATION OF MINUTES

**To approve the minutes of 27<sup>th</sup> January 2025 and update on any matters arising.**

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

Item 3a – Cistern Street/Bypass. It was **RESOLVED** that the Council writes to Devon County Council and South Hams District Council as detailed.

Item 4 - Great British Spring Clean and Great Big School Clean 2025. It was **RESOLVED** that the Council takes a role of awareness and promotion by providing publicity of the initiatives as detailed.

#### 3. STRATEGY DELIVERY GROUP AND WORKING GROUPS

**To consider the notes and any recommendations from the following:**

##### a. Community Working Group, 11th February 2025.

Noted. The Committee discussed updates on the following items: the community co-ordinator role, and asked that this item is included on a future working group agenda; Caring Town; the Pavilions leisure centre; and the Kingsbridge Inn.

##### b. Economy Working Group, 12th February 2025.

Noted. The Committee discussed updates on the following items: the REconomy Centre; the CROP project in Dartington; Totnes Castle – had a response been received from English Heritage and a request for a Town and District Councillor meeting with English Heritage; festivals proposed for the town over the summer; the 'locals card'; and any update on the Civic Square paving sets.

**c. Environment and Public Realm Working Group, 29th January 2025.**

Noted. The Committee discussed updates on the following items: the Bridgetown Alive request to use the town's bus shelters for maps; permissions for the installation of the mosaic panels and the Council process for agreeing the final placement of the works; Castle Meadow use; and extra-large bins.

**4. DEVON WILDLIFE TRUST – BOWDEN PILLARS FARM PROJECT**

**To consider:**

**a. the inclusion of the Devon Wildlife Trust (DWT) Atlantic rainforest project at Bowden Pillars Farm for inclusion in the Open Spaces, Sports, Recreation and Wellbeing Plan;**

The Committee **AGREED** that although the project is some way from permitting public access whilst planting is completed and trees given time to establish, it will be a valuable addition to natural spaces in the town in the future.

To **RECOMMEND** to Full Council that the Atlantic Rainforest project at Bowden Pillars Farm is added to the Open Space, Sports, Recreation and Wellbeing Plan as an accessible natural space.

**b. in principle support for any signage about the project which DWT may wish to erect in the future.**

To **RECOMMEND** to Full Council that it supports in principle any future request from Devon Wildlife Trust to erect specific signage on Kingsbridge Hill about the Atlantic Rainforest Project, and that accessible features should be considered (for example an audio description, raised images, braille description).

**5. OPEN SPACE, SPORTS, RECREATION AND WELLBEING PLAN UPDATE**

**To update on any general matters linked to the Open Space, Sports, Recreation and Wellbeing Plan (standing item).**

Cllr Auletta apologised that the mapping work was not yet completed and hoped to bring the map to the next meeting.

**6. DATE OF NEXT MEETING**

**To note the date of the next meeting of the Town Matters Committee – Monday 23<sup>rd</sup> June 2025 at 6.30pm.**

Noted.

*The Committee will be asked to **RESOLVE** to exclude the press and public “by reason of the confidential nature of the business” to be discussed and in accordance with the Public Bodies (Admission to Meetings) Act 1960. (CONFIDENTIAL by virtue of relating to legal and/or commercial matters, staffing and/or the financial or business affairs of a person or persons other than the Council)*

**7. COMMUNITY AWARD SCHEME**

**To consider the nominations for the Community Award scheme individual and group categories, and the Judy Westacott award and make a recommendation to Full Council (personal information).**

The Committee considered the nominations received. A confidential report with the recommendations will go to Full Council for consideration.

The meeting closed at 8.15pm.

Sara Halliday  
Governance and Projects Manager

## ITEM 4 – RECOMMENDATIONS FROM COMMITTEE

### **4a. Full Council 3<sup>rd</sup> March 2025**

No recommendations.

### **4b. Council Matters 10<sup>th</sup> March 2025**

Item 7 – Civic Budget and Mayoral Allowance Policy. To **RECOMMEND** to Full Council that the revised Civic Budget and Mayoral Allowance Policy is adopted.

Item 8 – Civic Protocol and Procedure. To **RECOMMEND** to Full Council that the revised Civic Protocol and Procedure is adopted.

Item 9 – Privacy Notice [for website and external use]. To **RECOMMEND** to Full Council that the revised Privacy Notice is adopted.

Item 10 - Privacy Policy [internal guidance for Councillors and officers]. To **RECOMMEND** to Full Council that the revised Privacy Policy is adopted.

### **4c. Planning Committee 17<sup>th</sup> March 2025**

Item 5 – Date of next meeting. To **RECOMMEND** to Full Council that delegated authority is given to the Clerk for early April to respond to planning applications based on comments from members of the Planning Committee.

### **4d. Town Matters Committee 24<sup>th</sup> March 2025**

Item 4 – Devon Wildlife Trust Atlantic Rainforest Project.

- a. To **RECOMMEND** to Full Council that the Atlantic Rainforest project at Bowden Pillars Farm is added to the Open Space, Sports, Recreation and Wellbeing Plan as an accessible natural space.
- b. To **RECOMMEND** to Full Council that it supports in principle any future request from Devon Wildlife Trust to erect specific signage on Kingsbridge Hill about the Atlantic Rainforest Project, and that accessible features should be considered (for example an audio description, raised images, braille description).

Item 7 – Community Award Scheme. Confidential report to Full Council.

## ITEM 5 – GENERAL POWER OF COMPETENCE

The General Power of Competence was introduced in the Localism Act 2011 and is a power of first resort, enabling an eligible local council to do anything an individual might do.

Where does the power come from?

The Localism Act 2011 introduced the General Power of Competence (GPoC) to allow eligible local councils to have more freedom in their actions. It is often referred to as the power of first resort so when a council is looking for a power to act, their first question can be whether they can use the GPoC.

What is an eligible council?

An eligible council is one which meets the following criteria:

- At least two thirds elected members. This means at least two thirds of your councillors must have been elected, not co-opted. Elected can include councillors elected at contested election, or at an uncontested election.
- A qualified clerk. This means that the clerk of the council must hold the Certificate in Local Council Administration and/or other higher education qualifications such as the Certificate of Higher Education in Local Council administration.

How do we adopt the power if we're eligible?

An eligible council will need to formally adopt the General Power of Competence at a meeting of the full council. You can do this by having an agenda item to adopt the power, and the council then resolving to adopt it. Once you have resolved to adopt it, the council retains the General Power of Competence until after the next election where it will need to have an agenda item to check whether or not it is still eligible.

Not still eligible	Still eligible
The council can continue any projects started when it had the power but cannot start any new ones.	The council can adopt the power again for the next four years.

What can it be used for?

The power can be used to do anything an individual might do, with a few restrictions:

- you must still act within the law
- if an individual can't do it, then you cannot use the general power (although may be able to use other powers such as for raising a precept).
- if what you intend to do conflicts with a duty of another local authority (such as the provision of education) then you will still be able to help out but only in ways an individual could.

Some examples of when parish councils might use the power are below.

Run a community shop	Provided the council abides by relevant rules, it could run a community shop with the GPoC
Engage in commercial activity	A council with GPoC can do this if it sets up a company or cooperative society for that purpose.

## ITEM 8 – MEMBERSHIP OF COMMITTEES, WORKING GROUPS AND LINK COUNCILLORS FOR 2025/26

<b>Committee/Working Group</b>	<b>Membership 2024/25</b>	<b>Proposed Membership 2025/26</b>
Full Council	ALL CLLRS	ALL CLLRS ATTEND
Council Matters Committee (between 6-8 members)	Cllrs Beavis, Bennett, Chinnock, Hannam, Peters, Price, Robshaw	Cllrs Beavis, Bennett
Planning Committee (between 6- 10 members)	Cllrs Auletta, Bennett, Collinson, Cooper, Cummings, Hodgson, Smallridge, Trant	Cllrs Auletta, Bennett, Cooper
Town Matters Committee (between 6-10 members)	Cllrs, Auletta, Beavis, Chinnock, Collinson, Cumings, Peters, Presswell, Price, Roberts, Robshaw	Cllrs Auletta, Beavis, Presswell, Roberts
<b>Strategy Delivery Working Groups</b>		
Community Working Group	Cllrs Bennett, Chinnock, Collinson, Cooper, Hannam, Presswell, Robshaw	Cllrs Bennett, Presswell
Economy Working Group	Cllrs Auletta, Beavis, Chinnock, Peters, Roberts	Cllrs Auletta, Beavis, Roberts
Environment and Public Realm Working Group	Cllrs Auletta, Collinson, Cummings, Hodgson, Peters	Cllr Auletta
<b>Link Councillors</b>		
Cultural Links	Cllr Cooper	
Arts	Cllrs Hannam & Price	
Elderly and Vulnerable People	Cllrs Collinson & Hannam	
Young People/Youth	Cllrs Hannam & Hodgson	
Heritage	Cllrs Auletta, Bennett & Price	Cllrs Auletta, Bennett
Open Space, Sports Provision and Leisure	Cllrs Auletta, Price & Roberts	Cllrs Auletta, Roberts
Traffic and Transport	Cllrs Auletta, Presswell, Roberts	Cllrs Auletta, Bennett, Presswell, Roberts
Environment, Sustainability & Air Quality	Cllrs Cummings & Hodgson	
Disability	Cllrs Collinson, Hodgson & Price	
Business and Employment	Cllrs Peters & Roberts	Cllr Roberts



**Representatives on Outside Bodies** Frequency of meetings depends on the various organisations - monthly is the most frequent. Where information is known it is shown below.

TADPOOL	Cllr Hannam	
Totnes Allotments Association	Cllr Hodgson	
Vire Twinning Association	Cllrs Cooper & Price	Cllr Cooper
Totnes Municipal Charities and Totnes Bounds Charity	Cllrs Bennett & Hannam	
KEVICC Foundation Governors	Cllrs Beavis, Bennett, Hannam & Price	Cllrs Beavis, Bennett
Parish Paths Partnership	Cllr Auletta	
Totnes Hospital League of Friends	Cllrs Hannam & Price	
DALC Larger Councils Committee	Cllr Price	Cllr Bennett
Dart Harbour Community Group	Cllrs Collinson & Peters	
Totnes Chamber of Commerce	Cllrs Peters & Roberts	Cllr Roberts
Fairtrade	Cllr Hannam	
Museum Trust	Cllr Bennett	
Caring Town	Cllrs Collinson, Peters & Price	
Network of Wellbeing	Cllr Cummings	
Bridgetown Alive	Cllrs Bennett, Hodgson & Presswell	Cllr Bennett
Friends of Totnes Museum	Cllr Auletta	Cllr Auletta
Daisy and Rainbow Childcare	Cllr Bennett	Cllr Bennett
Inclusive Totnes [Disability]	Cllrs Cummings & Price	
Police & Crime Commissioner Councillor Advocate	Cllrs Peters & Smallridge	
Totnes Community Development Society	Cllrs Beavis & Price	Cllr Beavis
Devon Countryside Forum	Cllr Hodgson	
Rural Service Network	Cllr Hodgson	
Friends of Salfit	Cllrs Cooper & Price	
TQ9 Partnership	Cllrs Collinson & Peters	Cllr Bennett
Schools Engagement	Cllr Bennett	Cllr Bennett
Stepping Stones	Cllrs Hannam & Robshaw	

Cllrs yet to express preference: Chinnock, Collinson, Cummings, Hannam, Hodgson, Peters, Price, Robshaw, Smallridge, Trant

## ITEM 9 – SPECIAL EDUCATIONAL NEEDS UNIT AT KEVICC CONSULTATION

The email below has been received from Devon County Council School Place Planning. Deadline for responses is 29<sup>th</sup> April 2025.

### **Consultation on proposal to establish a Special Educational Needs (SEN) Unit at King Edward VI College, Totnes**

Education South West is proposing to establish a Special Educational Needs (SEN) Unit at King Edward VI Community College, Totnes from September 2025/January 2026. A SEN Unit is a special provision within a mainstream school where pupils are taught within separate classes. It is proposed that the unit will provide 20 places for children and young people with Autistic Spectrum Condition (ASC) from Year 7 to Year 11. All pupils attending the unit will have an Education, Health and Care Plan (EHCP).

Increasing local SEN provision is part of a county-wide strategy by Devon County Council in response to the demand for increased special educational needs provision and to enhance the inclusive capacity of mainstream schools.

A SEN Unit supports learners whose needs can be met in a mainstream setting but who require a specialist environment and support within the school. Pupils are supported within this environment with an Education Health and Care Plan, small class sizes and high staffing ratios. Our aim is to enable pupils to fulfil their potential to successfully access their education on our site, either within the SEN unit, or with provision blended across the unit and the mainstream school.

Devon has seen a significant increase in the number of children and young people with an EHCP since 2018. There is a need to increase local capacity to meet demand around specific areas of growth which includes increasing support for pupils with Autistic Spectrum Condition. This proposal will ensure a better offer for children and young people that is local and suitable to their needs. The proposal will support more children with special educational needs to be educated and thrive in a local school and community, facilitating better access to the curriculum and avoiding the need for children to travel to an appropriate setting further away.

For further information, please see: [Consultation on Proposal to Establish a Special Educational Needs \(SEN\) Unit at King Edward VI College, Totnes - Have your say](#)

This consultation will take place from 31 March to 29 April 2025.

### **Responding to the consultation**

The Trust welcome feedback on this proposal. Comments can be made to Education South West either by:

Email: [SENconsultation@kingedwardvi.org.uk](mailto:SENconsultation@kingedwardvi.org.uk)

By post to: SEND Consultation 2025, King Edward VI Community College, Ashburton Rd, Totnes TQ9 5JX

Please note that all responses must be received by midnight on 29 April 2025. Education South West's Privacy Policy: [Privacy Policy - Education South West](#)

All responses to the consultation will be considered and will be shared with the school's leadership team, board of directors and trustees. Responses will also be shared with Devon County Council and the South West Region's Group at the Department for Education (DfE), but we will not send individual responses to any specific points made.

Following the end of the consultation, the Board of Trustees will consider all responses received and make a decision as to whether or not to proceed with the proposal. If it is decided to proceed, Education South West will make an application to the Department for Education's (DfE) South West Region's Group. It is the DfE's Regions Group who will consider the application and responses received to the consultation before making a decision on whether or not to approve the proposal.

## ITEM 10 – LIST OF MEETING DATES AND LINK COUNCILLOR UPDATES

Month	Full Council, 7pm	Council Matters Committee, 6.30pm	Planning Committee, 6.30pm	Town Matters Committee, 6.30pm
<b>April 2025</b>	Monday 7 <sup>th</sup>	Monday 14 <sup>th</sup>	Monday 28 <sup>th</sup>	None
<b>May 2025</b>	Monday 12 <sup>th</sup>	Monday 19 <sup>th</sup>	TBC	None
<b>June 2025</b>	Monday 2 <sup>nd</sup>	Monday 9 <sup>th</sup>	Monday 16 <sup>th</sup>	Monday 23 <sup>rd</sup>
<b>July 2025</b>	Monday 7 <sup>th</sup>	Monday 14 <sup>th</sup>	Monday 21 <sup>st</sup>	Monday 28 <sup>th</sup>

### April

Community Working Group – 1<sup>st</sup> April at 6pm

Full Council – 7<sup>th</sup> April at 6.30pm

Council Matters Committee – 14<sup>th</sup> April at 6.30pm

Economy Working Group – 23<sup>rd</sup> April at 12.30pm

Planning Committee – 28<sup>th</sup> April at 6.30pm

Traffic and Transport Forum and Steering Group – 30<sup>th</sup> April at 6.30pm

### May

VE Day Beacon Lighting – 8<sup>th</sup> May at 9.30pm

Full Council (Annual Meeting of the Council) – 12<sup>th</sup> May at 6.30pm

Annual Town Meeting – 15<sup>th</sup> May at 6pm in the Guildhall (to include the presentation of the Council Awards)

Council Matters Committee – 19<sup>th</sup> May at 6.30pm

Mayor Making – 21<sup>st</sup> May (formal invitation only, not a public meeting)

Planning Committee – To be confirmed (possibilities of 21<sup>st</sup>, 22<sup>nd</sup>, 27<sup>th</sup>, 28<sup>th</sup> or 29<sup>th</sup> May)

Environment and Public Realm Working Group – 28<sup>th</sup> May at 4.30pm

### June

Full Council – 2<sup>nd</sup> June at 6.30pm

Council Matters Committee – 9<sup>th</sup> June at 6.30pm

Planning Committee – 16<sup>th</sup> June at 6.30pm

Town Matters Committee – 23<sup>rd</sup> June at 6.30pm

### July

Full Council – 7<sup>th</sup> July at 6.30pm

Council Matters Committee – 14<sup>th</sup> July at 6.30pm

Planning Committee – 21<sup>st</sup> July at 6.30pm

Town Matters Committee – 28<sup>th</sup> July at 6.30pm

**Communications Points – please check the Totnes Town Council ‘News’ page** Further verbal updates to be given by the Clerk at the meeting.

Link Councillor/Councillor Representative on Outside Body Updates