

MAY 2025 CLERKS REPORT – covering March and April 2025

Meetings and Training attended (excluding weekly staff and management meetings)

- 3rd March – Meeting with Mayor/Deputy
- 3rd March – Paige Adams Trust
- 3rd March – Full Council
- 4th March – Informal meeting with Clerks
- 6th March – SLCC Larger Councils meeting Okehampton
- 10th March – Meeting with Mayor/Deputy
- 10th March – Council Matters
- 13th March – Parish Cluster Meeting
- 15th March – Councillor Away Day
- 18th March – Meeting with Mayor/Deputy
- 18th March – Design Meeting
- 19th March – Meeting Totnes Fringe organisers
- 19th March – Caring Town Meeting
- 19th March – Economy Working Group
- w/b 24th March – Staff appraisals
- 25th March – Meeting with Mayor/Deputy
- 26th March – Mayor/Clerks meeting with SHDC
- 31st March – CCTV set up meeting
- 31st March – Meeting with Mayor/Deputy
- 1st April – Meeting Miss Ivy Events
- 1st April – DALC meeting
- 1st April – Community Working Group
- 7th April – NALC webinar LGR
- 7th April – Meeting with D.Cllr Birch
- 7th April – Meeting with Mayor/Deputy
- 7th April – Full Council
- 8th April – Town Team Meeting
- 8th April – Community Economic Plan Meeting
- 9th April – Meeting Fr. Jim
- 9th April – Meeting with Museum Trustees
- 9th April -Meeting with Tozers re Castle Meadow
- 10th April – Meeting SHDC Community Development Team
- 10th April – Market Meeting with SHDC
- 14th April – Council Matters
- 22nd April – Meeting Police
- 22nd April - Meeting Mayor/Deputy
- 23rd April – Economy Working Group
- 24th April – Meeting Chair of SLCC
- 29th April - Meeting Mayor/Deputy
- 30th April – Meeting Cllr Chinnock
- 30th April – Meeting English Heritage
- 30th April – Meeting Museum Trustees
- 30th April – Meeting Cllrs Auletta and Collinson
- 1st May – Parish Cluster Meeting

General updates Clerk

Another busy couple of months. Some brief points below:

- We unfortunately had a break in at the Guildhall offices. Fortunately, the CCTV and security system worked well and nothing was taken, although damage was caused.
- The VE day Beacon lighting was successful and very soundly managed by the Town Maintenance Officer in terms of risk.
- We have had a resignation from our Marketing and Communications Manager and Council Matters committee will be asked to consider how to move forward in terms of recruitment. This will leave a period of significantly reduced capacity around social media, press releases etc.
- I am working on a staffing case for additional resources in the Town Maintenance team as the need is high and the impact of the Civic Hall getting busier means the Town Maintenance Officer has insufficient support.
- I met with English Heritage about the closure of the Castle in winter months and have circulated an email to all members to update.

- We have had another two Parish Cluster meetings but the attendance could do with being better – it is challenging for smaller parishes on limited hours so we may need to consider member to member engagement.
- There are a couple of grant funds that might be a good fit for ingoing projects which I am reading up on at the moment.
- Conversations with SLCC/DALC/NALC regarding Local Government Reorganisation continues.
- We have had the Community Grants applications in – again we are very oversubscribed so members are encouraged to scrutinise the applications ahead of the initial consideration by Council Matters next week.
- Trying to secure the festive lighting repairs and adherence to contract terms has been protracted and frustrating.
- We have received a response from the Secretary of State regarding the Elmhirst Lower field site which has been circulated to members.
- The Community Economic Plan consultation for local businesses is now live – members have been sent to consultation schedule and I would ask everyone to encourage completion of the survey.

General updates Projects and Governance Manager

- Busy couple of months reviewing policies (six, including Standing Orders) and papers (review of cemetery fees and Council Grants report) for consideration by Committees, and taking forward decisions [for letters see correspondence log].
- Public Realm:
 - ‘Town Team’ collaborative working meetings with South Hams District Council (SHDC) and Devon Highways have continued, with a move from fortnightly to monthly meetings. There has been some limited progress but there is a better sharing of information and understanding of the current situation in problem areas, for example Devon Highways’ survey work and traffic management planning required for the Morrison’s roundabout resurfacing, serviceability of the mechanical street sweeper in Totnes by SHDC. A meeting between TTC officers and the SHDC barrowman for Totnes confirmed his routes, tasks and the areas that he is able to cover over the course of the week and the constraints to what can physically be done.
 - Mosaics – permission received from SHDC to place 2 x mosaic panels in the Coronation Road bus shelter. Site meeting at the railway station with Cllrs Auletta and Presswell to agree potential locations for the mosaic which Cllr Presswell will take forward with GWR – if GWR is supportive of one of the locations then more detailed plans and documentation will be required to support the application.
 - Environment and Public Realm Working Group Site Visit – to Coronation Road to agree location for the Bridgetown Alive safari map; and to Vire Island to identify areas that require work (e.g. overgrown bushes, damaged benches, path erosion over tree roots). A report has been circulated to Working Group members and SHDC for the first phase of works in Sep 2025, after the bird nesting season has concluded.
- Parish Online – are trialling the use of Parish Online, a tool which can be used for mapping, recording council assets and finding out deed reference numbers (not the detail of ownership, this has to be purchased via the Land Registry).

- Conservation Management Plan for Totnes – the SHDC Heritage Officer has emailed to update on the plan and request another meeting with Cllrs and community groups, set for 7th May 25.
- Christmas Lights – new installer contacted and a site meeting is being arranged for May 25. Dialogue continues with Blachere about investigation into the fault with the lights on The Plains.
- Cemetery
 - Slow on interments but busy on paperwork. In Mar and Apr: one interments; two memorial applications processed and three received subject to deed of grant transfers having completed; five deed of grant transfer letters sent; two deed of grant transfers completed; and a letter sent about removal/consolidation of items placed on the grave.
 - New contractor has started, with two cuts completed in April as per contract specification.
 - Parklife have quoted for maintenance works of the two wild areas which will be taken to the Environment and Public Realm Working Group for consideration in May.
 - Memorial stone annual safety check carried out 1st May.

Finance

The Auditors have been in and we do not expect there to be any concerns raised in the report – this will be circulated in due course.

Town Maintenance updates

Recent work completed:

- Compartmentalisation of Civic Hall Electrical Room. This included removal of all redundant cables and ducts.
- Repair of some slates on Guildhall and Civic Hall walls that were highlighted on condition survey. Cutting back Hedge at Cemetery on border between neighbouring house and secondary entrance.
- Making a cupboard to surround electrical fuse board and time switches in lower ground floor of Civic. Planter maintenance, watering, moving and planting where necessary. This is ongoing.
- Weekly and monthly routine checks of Fire alarms and Legionella Controls.
- Removal of stagnant water from unused trough in Castle Meadow. Just need to remove trough, but biohazard is removed.
- Removal of dead legs on water system in Guildhall Office roof space and disused sprinkler system. Also reinstated hot water to kitchen.
- Overseeing and assisting in CCTV install at Civic Hall.
- Graffiti removal.
- Gutter clearance on Chapel Building.
- Branch trimming of apple trees at Cemetery
- Removal of redundant wiring, satellite dish, old pipework and vegetation from stone walls outside Guildhall Offices. This is necessary in preparation for pending stone wall works.
- Replacement of cemetery tap including new post and pipework.
- Fitting of new 12 Volt fan and Humidity Controlled fan in Guildhall Cottage.
- PAT testing.
- Grass cutting in St Mary's Churchyard and Coronation RD. Ongoing.
- Asbestos removal in Guildhall.

- Covering of vents in Cell Offices of Guildhall in relation to fire prevention.
- Squirrel damage repair and deterrent works in Guildhall roof.

Upcoming priorities:

Work to be added to the jobs list:

- **Get quotes from contractor to review Civic Fire doors as per RA**
- **Continued work on Civic Hall fire compartmentation as per RA**
- **Contact ACE about a heat detector in the SHDC Market store as per RA**
- **Contact ACE to chase the alarm repeater panel as per RA**
- Yard wall repairs – needs to work around weddings and events though. Bin Store doors can be hung in house after those repairs are completed.
- Civic Hall Toilet repairs
- Civic Hall Civic Pigeon roosting – clear out and repair
- Quotes for safety rails at the Civic Hall outside flat roof – cordoned off from access in the meantime. RA has been adjusted to permit access to the flagpole only.
- Recoat and repairs to Civic Flat Roof
- Keeping flytipping by Market Square bins under observation
- St Marys Churchyard Cherry Tree limb is being checked and will be added to works applied for.
- Guildhall Cottage –Council Matters will consider plans for the building going forward and the current recommendations for works as below. If agreed this will need a listed building consent application.
 - Scrape off old paint and repoint front elevation
 - Rotten windows need replacing like for like
 - Rood repairs – requires scaffolding
 - Adding ventilation to the chimney
 - Internal redecoration
 - Fire separation works between the Guildhall Cottage and the Guildhall
- Guildhall/Offices works:
 - Alarm repeater as above
 - Internal decoration
 - Squirrel nest removal
 - New door to upstairs office
- Cemetery:
 - Hedge cutting between the cemetery and properties
 - Laurel on the Trainline boundary needs to be reduced – quote from new contractor
 - Sara has completed stone checks
 - **Two trees need removal and one willow needs pollarding – waiting on new contractor – as per RA**
- Chapel rubbish removal
- Castle Meadow:
 - **Trough has been drained as per the RA re Legionella – but needs removal when there is time.**
 - Strimming of pathways is due imminently.
- Assistant TMO has started the watering and tidying up of the planters.
- Museum – we are waiting on the appointment of a contractor by the Museum Trust – at which point we can consider getting quotes for the external repairs required. This will need committee or Full Council approval nearer the time. Surveys and inspections show that work is essential but not urgent on health and safety grounds.
- Clerk/Projects and Governance Manager to consider the planter review – perhaps going to the Env and Public Realm group in the first instance and then CM as there are financial implications.

March and April General Correspondence

Date	Format	Detail	Response
03/03/2025	email	Business on Fore St with query about how long the work on Fore St will take. Concern over the loss of takings and missed deliveries.	Informed that Road Closures are authorised by Devon County Council. Details for Wales and West were given to check when they will be finished and if it will be possible to get compensation.
04/03/2025	email	Report of hazard due to broken bollard that had been hit by a car on Ticklemore Street.	Reported to Devon Highways. Devon Highways - Report - W251838788 Defect Order generated by DCC.
05/03/2025	Reported to SHDC online	Fly tipping of a shopping trolley and cushion at Steamer Quay.	RP/539299
05/03/2025	Reported to 101 and local police	Report of antisocial behaviour outside the Guildhall on 28 February in the evening.	
06/03/2025	email	Family History	Advised to contact the archives. Also, informed of Guildhall opening times commencing from April.
12/03/2025	email	Informed about a parking scam when subscribing to park in Totnes.	Shared with district councillors and officers at SHDC and request for them to contact the MoP directly.
15/03/2025	email	Request for end wall at the top of town to be painted.	Informed that the Town Council doesn't have permission to paint any property that doesn't belong to us. Councillors will be informed of the enquiry.
17/03/2025	email	Request for a long-term plan to increase parking capacity in an around the Train Station.	Informed MoP that this has been sent to Cllr Hodgson as District Councillor and member of the Traffic and Transport Steering Group.
20/03/2025	phone	Coach tour operator called to find out about any potential road closures on the A385 coming from Buckfastleigh.	Informed that the road closure is on the road from Totnes to Paignton.
24/03/2025	email	Hello. Please can you tell me what legislation or other legal authority the Town Council is using to enforce its Code of Conduct for Buskers?	The code of conduct is a guide for buskers. The Town Council is unable to enforce it but we recommend the following options: <ul style="list-style-type: none"> • Present the busker with a code of conduct and kindly ask them to adhere to it. • Call the police if the problem persists or is too loud. • Contact environmental health at South Hams District Council if it is too loud.

24/03/2025	email	Concern that DCC are not responding to reports of potholes.	Shared information from DCC website about assessing potholes and prioritising which ones to fix. Also told that Cllrs will be made aware through correspondence log.
25/03/2025	email	Request for two parking spaces on Plymouth Road to be made available to people visiting the cemetery.	As a public highway, Plymouth Road is the responsibility of Devon County Council so TTC are unable to reserve spaces specifically for the use of the cemetery.
25/03/2025	phone call	Complaint about the work going on at the steps in the Market Square. Cement dust clouds were flying all over the square.	Informed that SHDC have been told of the complaints and it would be helpful if the resident could also report it to them. Followed up with SHDC on another call.
28/03/2025	Letter	Report from MoP about the dangerous section of narrow road on Plymouth Road, weeds on pavements and a request for a supermarket on the Dairy Crest Site	No return address
31/03/2025	email	Complaint about the hedge in Fishcheater Lane being destroyed by local farm owner. This is both dangerous and has destroyed the natural hedge of all its wildlife and flowers .	Directed to the DCC public rights of way, report a problem page and informed that the TTC cllrs will be made aware through the correspondence log.
31/03/2025	email	Neighbourhood Plan info request from Geography Student	Put in touch with Cllr Hodgson and Allen
31/03/2025	email	Follow up concern over speed of motorcycles coming through Totnes on a Wednesday evening for the Riviera bike nights.	Referred to local PCSO.
01/04/2025	email	Concern over the fading markings of the yellow traffic box that was on the main roundabout Coronation Rd.	Directed to the DCC online reporting tool.
01/04/2025	email	Enquiry about accessibility for a double decker bus along the Buckfastleigh to Totnes road.	Referred to DCC highways.
04/04/2025	email	Concern about Youth Nights at Rushbrook having to stop	Forwarded to Mayor, Deputy, Clerk and Gov and Proj manager.
07/04/2025	email	Enquiry from an author about where to go to get information about births and deaths in the area.	Referred to SHDC and DCC
09/04/2025	DCC Report a problem	Report of pigeon poo regularly building up on Church Close causing a slip hazard.	Reported on DCC online tool. The response from DCC was as follows - The problem you have raised has been investigated by an inspector, whilst we have identified the issue, it does not meet our criteria for repair, therefore

			we will not carry out any repairs at this time.
10/04/2025	SHDC - Ian Luscombe	Defib in Civic Square not operational/unable to access cabinet	Replied - could have been taken off line by SW Ambulance Service and potential use the previous day.
11/04/2025	email	Complaint about the pothole that circles the roundabout and how dangerous it is for cyclists and motorcyclists who could easily get stuck in the gulley whilst trying to observe other traffic on the road.	Reported to Devon Highways, Cllr Hodgson as County Councillor. The email was also shared with other Town Councillors.
14/04/2025	email	Concern from a member of public in the Worcestershire area who kept receiving phone calls from people who found her number on a sign near the pavilions.	Referred to SHDC who on the signage in that area and also informed our Town Maintenance Officer in case he sees this when checking routes.
14/04/2025	Email	Request for Bob the Bus information	Informed the website is currently down and sent a copy of the up-to-date timetable.
14/04/2025	email	Member of Totnes Quakers expressing concern and requesting information about the plans for Rushbrook because they will no longer be able to meet there.	Passed email on to other party and recorded for cllr information
16/04/2025	In person	Report of the Eastgate clock not working.	Informed TMO to fix.
17/04/2025	Phone	Report of the clock at St John's church not working.	Informed that this is the result of a power cut but the clock doesn't belong to TTC so they will need to contact someone at St John's Church.
18/04/2025	phone	Member of public out for day in Totnes got scammed when downloading the paybyphone app.	Advised to contact SHDC and told that I would report to Town councillors to make them aware of the issue.
22/04/2025	Kate Searle	Report form day-tripper to express concern about the traffic on the high street and how this causes a hazard for pedestrians, especially those with children.	Sent to councillors
22/04/2025	email	Report of parking app scam	Informed MoP that TTC don't have responsibility for the car parks. This was an issue which was raised at the end of last week so I have already informed SHDC. Forwarded the reply form SHDC officers.
22/04/2025	phone	MoP received parking ticket when parking at Churchill Homes car park even though the machine wasn't working.	Informed that Town Councillors will be made aware of the problem but the car park is not a TC asset, so we are unable to do anything about it.

23/04/2025	email	Report of homeless people causing disruption and mess outside the shops at the top of town.	Responded to say that we would contact D&C Police and SHDC
24/04/2025	email	Request for the matter of 5G masts and health to be raised at the next council meeting. Details of a presentation included for information for councillors.	Informed of 3-minute rule for presenting during the public session and letter sent to councillors for information.
25/04/2025	email	Query about why nothing more has been done about the number of seagulls in Totnes.	Referred to council decision on this matter in February which was to get larger bins to ensure litter doesn't spill out of them.
28/04/2025	Report on 101	Graffiti sprayed on to the wall of the Civic Hall.	Crime Number 50250104741
28/04/2025	Report on 101	Graffiti sprayed on to the wall of the Civic Hall.	Crime Number 50250104747
28/04/2025	email	Complaint about the antisemitic graffiti that was sprayed around the Civic Hall area.	Assured of TTCs disappointment to see the graffiti appear over the weekend. Informed that it was reported to the police and South Hams District Council. Our Town Maintenance Officer has already painted over the graffiti on the walls of the Civic Hall.
29/04/2025	email	Concern over the state of disrepair of the boundary at the old Dairy Crest site.	Forwarded to police and SHDC for information.

Update for Full Council on Civic Hall and Guildhall Activities

Guildhall Updates:

- **Asbestos Removal:** The asbestos discovered in one of the Guildhall walls has been safely and professionally removed. Public access to the area has now been fully restored.
- **Public Reopening:** The Guildhall's 2025 season has begun strongly. Thanks to the dedication of our volunteer team, we welcomed over 1,000 visitors in April alone.
- **Weddings:** The Guildhall's popularity as a wedding venue continues to grow. We have already hosted three weddings this season, with eight more couples booked for the coming months.

Civic Hall Updates:

- **Increased Usage:** Bookings at the Civic Hall have significantly increased, with activities taking place seven nights a week for nearly two months. This positive demand has, however, presented some caretaking challenges.
- **Community Choir:** The Community Choir, which began a regular Wednesday lunchtime slot, has requested to extend their booking to Wednesday evenings (during term time). They plan to host a public concert at the end of each term.
- **Upcoming Performances:** Local theatre groups TAODS and Dartington Playgoers will be staging public performances in May and June, further enriching our cultural offerings.
- **Reggae Night Feedback :** We are pleased to report that the recent sold-out Reggae Night at the Civic Hall took place without any complaints—a marked improvement from the previous event. The event was well-attended, with approximately 500 people in attendance. The hirer noted that the venue

became quite warm during the evening and has asked if there are any suggestions or possible improvements to enhance ventilation in the building for future events.

April 2025	May 2025	June 2025
<ul style="list-style-type: none"> • Artisan Market • NHS NDPP • Totnes Dance Collective • Pollen Tribe music & dance • English in Totnes x 2 • Dartington Playgoers • PULSE Dance • Margaret Morris Movement • Reggae live music event • Sharpham Trust – River Dart Action • Live music – Transcend Dance • Transition Town Totnes – Totnes Grows Flax • Community Fun Choir <p>Hall in use 20/30 days</p>	<ul style="list-style-type: none"> • Elections – Polling Station • Antiques Fair WeBuyVintage • Artisan Market • World Hula Hoop Day • NHS Nat Diabetic PP • Totnes Dance Collective • Dance Space • TAODS performance • Transition Town Totnes Energy Show • Transition Town Totnes Climate Hub • Dartington Playgoers – performance • PULSE Dance • Margaret Morris Movement • Community Fun Choir • Wedding Reception <p>Hall in use 26/30 days</p>	<ul style="list-style-type: none"> • Artisan Market • Transition Town Totnes 20th Anniversary • Devon Ukulele Festival & Proms • Agile Rabbit Events – Live Music • NHS Nat Diabetic PP • Totnes Dance Collective • Dartington Playgoers • Dance Space • PULSE Dance • CAMRA Beer & Cider Fest set-up • Margaret Morris Movement • Community Fun Choir <p>Hall in use 30/30 days</p>

NALC/DALC/SLCC UPDATES

1st May 2025

Terrorism (Protection of Premises) Act 2025

I was pleased to see that the Terrorism (Protection of Premises) Act 2025, otherwise known as Martyn's Law, received Royal Assent earlier this month. This milestone follows years of tireless campaigning by Figen Murray, whose son, Martyn Hett, was one of 22 people tragically killed in the Manchester Arena terrorist attack in 2017. This new legislation will require venues and event organisers to implement security measures to help reduce the risk and impact of terrorist attacks.

The government has stated that there will be an implementation period of at least 24 months before the Act comes into force, but in the meantime, we have created a dedicated page on our website to support councils in understanding and complying with the new requirements. The page will feature practical advice, links to official Home Office and ProtectUK guidance, and updates as further information becomes available.

Updates to Planning and Infrastructure Bill

The government has announced that it will make amendments to the Planning and Infrastructure Bill, now working its way through parliament, to ensure that clean energy projects, roads, railways and other major infrastructure projects will be granted planning approval much quicker in England.

The government has introduced two new fast track systems by which government departments and agencies can apply for planning permission on Crown land (which includes Crown, government or Duchies of Lancaster or Cornwall land) in England. The first, the Crown development route, enables planning applications for nationally important development on crown land to be submitted to the Planning Inspectorate instead of local planning authorities. The second route will enable applications for nationally important and urgent development on Crown land to be made directly to the Secretary of State for Housing, Communities and Local Government.

Supreme Court Ruling on 'For Women Scotland v Scottish Ministers'

You may have seen that on 16 April the Supreme Court gave its judgment in the appeal of 'For Women Scotland v Scottish Ministers', ruling that a Gender Recognition Certificate does not change a person's legal sex for the purposes of the Equality Act 2010.

The judgment is technical and relates specifically to the interpretation of the Equalities Act where there are specific targets for equal representation and, as acknowledged by the Equality and Human Rights Commission (EHRC), to single-sex services under some circumstances.

We are keeping a close eye on further guidance issued by the EHRC and will update you as soon as this is available

24 April 2024

NALC and CPRE launch a new guide to empower communities to shape local development

Last week, alongside the CPRE (The Countryside Charity), we [launched an exciting update to one of the most trusted resources for responding to planning applications](#). As planning reforms and rapid development continue to reshape towns and countryside, communities need tools to ensure local voices are heard. The revamped guide is the go-to starting point for anyone who wants to understand – and have a say in – what gets built in their local area. With tens of thousands of downloads, the guide has long been a favourite for those keen to protect and shape their communities. Now, it's clearer, sharper, and more accessible than ever.

NALC receive response from Jim McMahon MP on councillor allowances

In April 2025, we wrote to the local government minister, Jim McMahon MP, about giving co-opted parish and town councillors the same rights to access the parish basic allowance as elected councillors. We also urged the minister to give parish and town councils the same right as principal authorities to pay their councillors the dependants' carers' allowance to help improve the diversity of candidates standing for election and attendance at council meetings. Both have been our long-standing policy. The minister replied that the door was open to this potential change and that we were welcome to submit further evidence to his department. We will continue to lobby government officials and take the minister up on submitting additional evidence.

National Employers for Local Government Services

The National Employers for Local Government Services has made a [full and final pay offer](#) to trades unions of a one-year (1 April 2025 to 31 March 2026) offer. With effect from 1 April 2025, an increase of 3.20 per cent will be paid as a consolidated, permanent addition to all NJC pay points. A response from the trade unions is awaited. We will continue to provide updates on any developments.

Martyn's Law Steering Group

Following the brilliant news that the [Terrorism \(Protection of Premises\) Act](#) (known as Martyn's Law) received royal assent on 3 April 2025, an urgent meeting of the sector's Martyn's Law Steering Group took place on 22 April 2025. The group agreed that there was a lack of awareness amongst many parish and town councils before the Bill (now Act) entered parliament last year and during it about what Martyn's Law is, but now that it is on the statute books, guidance and awareness raising is urgently needed. The group committed to producing an advice note (due to be published by the end of July) offering good practice, links and guidance as part of a first wave of communications. The group will meet at the end of July to review this phase and will then plan the next phase, a more detailed production of a short guide explaining the principles of combatting terrorism, and how to use the template terrorism risk assessment and policy which the group will also produce, to explain the best ways parish and town councils are likely to need to comply with Home Office guidance if their venues fall within the standard or enhanced tiers. We will produce other resources on how parish and town councils must

comply with the Act post-commencement, which is estimated to be in 24 months. You can also find out more about [community safety](#) on our website.

2nd April 2025

DALC News

The Combined County Authority for Devon and Torbay is now in place, and Sean Anstee, Director of Operations, has provided a briefing for our members on what this means and how DALC will work with the CCA. This also includes some FAQs about what the CCA is, what they are responsible for, their immediate priorities and more.

We're delighted that the CCA is committing to keep our members up to date and informed, and are looking forward to working together.

New waste duties

From 31 March 2025 (or 31 March 2027 for micro-firms), all workplaces (businesses and non-domestic premises) in England have a legal duty to separate recycling and food waste from their non-recyclable waste. "Micro-firms" are workplaces with fewer than 10 full-time employees in total. Offices and premises used only or mainly for public meetings are included within the relevant non-domestic premises to which the rules apply.

NALC will stay in touch with DEFRA who have offered assistance with questions and to provide updates on Simpler Recycling. NALC thinks that most councils will meet the micro-firm definition and be exempted until 31 March 2027. They also recommend that councils that are within the scope of Simpler Recycling now seek advice from their principal authority/ waste authority for guidance on the practical implications of the duties.

27 March 2025

NALC recognised in a significant report on public sector standards

We are delighted to [welcome the publication of the Committee on Standards in Public Life \(CSPL\) report on Recognising and Responding to Early Warning Signs in Public Sector Bodies](#). This critical report highlights proactive measures to prevent corporate governance failures, an issue at the heart of our mission. We contributed to CSPL's consultation on early warning signs and are proud to be cited in the final report (page 19). Our contributions emphasise the Principles of Public Life as fundamental to the [Civility and Respect Project](#), a collaborative initiative led by NALC, One Voice Wales, and the Society of Local Council Clerks. The report also highlights the [Civility and Respect Pledge](#), which makes it easy for parish and town councils to commit to tackling poor behaviour and fostering positive, respectful environments across the sector. We look forward to continuing this vital conversation and championing higher standards in local governance.

Local government reorganisation

On 24 March 2025, the Minister for Local Government and English Devolution, Jim McMahon MP, updated parliament on local government reorganisation. The [written statement](#) followed the 21 March 2025 deadline for principal authorities in two-tier areas to submit reorganisation plans. 21 areas have put forward interim proposals, with the government announcing £7.6 million in funding to support proposal development. The statement confirms that the government will "follow up with areas to discuss their interim plans, provide feedback and understand the collaboration and information sharing arrangements". Our colleagues at the Local Government Information Unit have published a helpful [resource of documents and information](#), including all the interim proposals.

20 March 2025

Meeting with Lord Moylan

Our policy manager, Chris Borg, met with Lord Moylan, the shadow minister for transport, on 18 March 2025 in the House of Lords. In addition to speaking about the work of parish and town councils, NALC, and county associations, Chris also provided an overview of our policy positions on community transport and planning. These included enforcing 20mph speed limit requirements, consulting parish and town councils on areas about to undertake emergency work on public highways and ensuring that the Department for Transport clarifies the practical application and protection of community transport in Section 19 of its guidance on community transport. Lord Moylan is also a recent chair of the House of Lords Built Environment Committee, so we took the opportunity to brief him on our [response](#) to the government's consultation on the National Planning Policy Framework and [measures contained in the Planning and Infrastructure Bill](#) such as welcome new compulsory purchase powers for parish, town and community councils which we have lobbied for

Government clarification over parish and town council involvement in reorganisation proposals

We welcomed the government's [clarification on parish and town councils' involvement](#) in developing proposals for unitary local government by local authorities. This follows strong representations we have made to government, including by our chair, Cllr Keith Stevens, who [wrote directly to the local government and devolution minister, Jim McMahon MP](#), expressing our concern that recent guidance to local authorities failed to include parish and town councils in a list of local partners, stakeholders and public bodies they should engage with. In response, the minister said, "This government absolutely values the crucial role played by parish and town councils in local government" and clarified that "I expect local leaders to seek views from their MPs, as well as ensuring wider engagement with other local partners and stakeholders, residents, workforce and their representatives, and businesses. This should include parish and town councils in the spirit of that guidance".

Future dates

- Thursday 15th May at 6pm – Annual Town Meeting – Guildhall
- Monday 19th May at 6.30pm – Council Matters Committee
- Wednesday 21st May (seats by 11.30am) – Mayor Making
- Wednesday 28th May at 4.30pm – Environment and Public Realm Working Group
- Wednesday 28th May at 6.30pm – Planning Committee
- Monday 2nd June at 6.30pm – Full Council
- Monday 9th June at 6.30pm – Council Matters Committee
- Tuesday 10th June at 6pm – Economy Working Group Meeting
- Monday 16th June at 6.30pm – Planning Committee
- Monday 23rd June at 6.30pm – Town Matters Committee
- Monday 30th June at 6pm – Community Working Group

Councillor Sharepoint

You can access the Councillor Sharepoint to view documents here:

<https://totnescouncil.sharepoint.com/sites/Councillors/Shared%20Documents/Forms/AllItems.aspx>

Funding Opportunities

Don't forget that the funding opportunities page on the Town Council Website is updated every Friday with grants for a range of different needs. You can view them here:

<https://www.totnestowncouncil.gov.uk/your-community/funding-opportunities/>

Market and Communications:

visitTOTNES

We collaborate with local organisations and retail, hospitality, and tourism businesses to create a sense of place that is attractive to visitors and residents. This builds local resilience to help Totnes high street and our wider community to thrive.

Digital stats April 2024- March 2025

Total Reach



702,200



194,100

Total Engagements



19,600



8,400 (from Oct '24)

Total Followers



6,450 (5,400 '24)



8,330 (5,470 '24)

www.visittotnes.co.uk
views **423,000**

In 2024-5 we generated £11,444 by selling advertising in our 2025 printed map, on our website, and at our Town Mill noticeboard.

Top content by views

Boost content

See all content



- *"It's been lovely working with you and Visit Totnes, so thank you for all the amazing work you do! I hope it continues to grow and successfully promote our town!" Harriet Judge, China Blue*
- *"We know you do so much for the town and we'd love to be involved and supporting as best we can...." Amy and Alyson, Dutch Quality Flowers*

Partnership working

In collaboration with Explore Dartmouth, we're working with England's Coast. We have a competition to highlight the Dart Estuary (our two towns linked by the River Dart) scheduled to go out in the April issue of their online newsletter and on their social media channels to help us reach new potential visitors from the UK, Holland, and other key markets who are specifically interested in coastal locations

Our Economic Support Officer has also been working with Explore Dartmouth to develop a joint campaign to promote events in both towns and our link via the River Dart. This includes posters and flyers on display in the Dartmouth Visitor Centre.



We have printed and are distributing 30,000 2025 Totnes Town Maps.



Advertising in printed local guides

Visit Devon Guide 2025



Other adverts/advertorial featured in the Salcombe Guide, Welcome to South Devon, Enjoy Dartmoor magazine, Visit Dartmoor Guide, Visit South Devon Guide, and The Official Dartmouth Visitor Guide.

Promoting and supporting local events, businesses and organisations

visitTOTNES



D-Day 80 in Totnes: What's On

6 June 2024

10:30-11:30 - South Devon Railway, local schoolchildren and Totnes Women's Institute re-enact what it was like to be an evacuee - Totnes Riverside Station
11:30 - Kathy Alexander D-Day 80 Guided Walk, £5
11:30 - Peter Osborne illustrated talk, 7Stars, £5 (proceeds to Totnes Caring)
13:00 - St Mary's Church Service Commemoration
15:30 - St John's Community Choir 1940's songs outside St Mary's Church
16:00 - Commonwealth War Graves Commission presentation in The Guildhall
18:00 - Army Cadets - Readings at St Mary's Church War Memorial
19:00 - South Devon Big Band FREE Commemorative Big Band Party (limited numbers, please book tickets in advance) at the Civic Hall, Totnes. Refreshments provided by Totnes Women's Institute (cash only)
21:30 - Lighting of Beacon (Kingsbridge Hill) - Totnes Town Council
Totnes Cinema films from the period - all week
Fashion and Textile Museum displays including outfits of the period - timings tbc
Twining Towns 'Vire and Totnes' stall under the Butterwalk - timings tbc

Other D-Day 80 events in Totnes

3 June 20:00 - Totnes Image Bank presents an illustrated talk given by TIB Member and local Tourist Guide Kathy Alexander at Totnes Cinema.
8 June 11:30 - Another chance to join local guide Kathy Alexander for a special D-Day 80 Guided Walk in Totnes



visitTOTNES

For more details on all events, including booking tickets, go to: www.visittotnes.co.uk/whats-on



Mirror

A small Christmas market is a real hidden gem  visittotnes.co.uk

NEWS POLITICS FOOTBALL CELEBS TV SHOPPING ROYALS

EXCLUSIVE: 'I found a small Christmas market in a historic town that I think beats all the big cities markets'

Nestled in the heart of Devon, is a historic market town like no other – which at Christmas comes alive with a market and special festivities that beat all other Christmas markets I have been to yet

OPINION By Cyann Fielding, Travel News Reporter
16:46, 12 Dec 2024

[f](#) [x](#) [w](#) [p](#) [i](#) [b](#) [BOOKMARK](#)

The gentle pitter-patter of rain splashes onto the beige cobble stones of the street running up the centre of the town, only visible between the quaint market stalls that line the entire length of the high street.

A woman, who I see every year, stands in a long black dress with a cart full of mistletoe next to her. As she rings a bell and shouts "Mistletoe, come and get your mistletoe", visitors are transported back in time to the days of bustling markets with criers at each stall. Nearby are also stalls with warm, steamy aromas spiralling upwards into the sky.



Visit Totnes was on BBC Spotlight on 3 February 2025 in response to the proposal to close the castle during the winter months:

Devon

Muddy Stilletos

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THINGS TO DO EAT TRAVEL LIFESTYLE HOME

READER TREATS MUDDY AWARDS BEST PLACES TO LIVE BEST SCHOOLS AWARDS BEST SCHOOLS GUIDE [1](#) [2](#) [3](#) [4](#) [5](#) [6](#) [7](#) [8](#) [9](#) [10](#) [11](#) [12](#) [13](#) [14](#) [15](#) [16](#) [17](#) [18](#) [19](#) [20](#) [21](#) [22](#) [23](#) [24](#) [25](#) [26](#) [27](#) [28](#) [29](#) [30](#) [31](#) [32](#) [33](#) [34](#) [35](#) [36](#) [37](#) [38](#) [39](#) [40](#) [41](#) [42](#) [43](#) [44](#) [45](#) [46](#) [47](#) [48](#) [49](#) [50](#) [51](#) [52](#) [53](#) [54](#) [55](#) [56](#) [57](#) [58](#) [59](#) [60](#) [61](#) [62](#) [63](#) [64](#) [65](#) [66](#) [67](#) [68](#) [69](#) [70](#) [71](#) [72](#) [73](#) [74](#) [75](#) [76](#) [77](#) [78](#) [79](#) [80](#) [81](#) [82](#) [83](#) [84](#) [85](#) [86](#) [87](#) [88](#) [89](#) [90](#) [91](#) [92](#) [93](#) [94](#) [95](#) [96](#) [97](#) [98](#) [99](#) [100](#)

HOME / DAY TRIPS

10 brilliant things to do in Totnes

Known for its indie high street and music scene, this buzzing South Hams town has a castle, cool coffee shops and river options.

12 August 2024 [Share this story](#) [f](#) [x](#) [w](#) [p](#) [i](#) [b](#) [in](#)



Engaging with local residents and stakeholders

Digital stats April 2024- March 2025

Total Reach

41,600

5,900

Total Engagements

3,500

1,000 (from Oct '24)

Total Followers

1,870 (1,700 '24)

976 (845 '24)

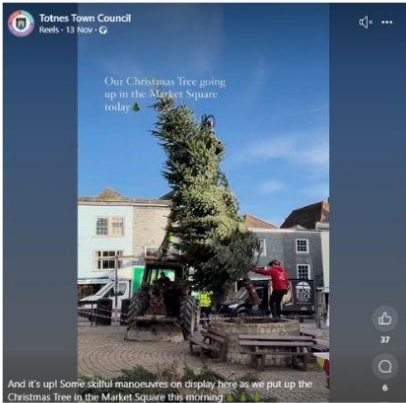
Website views

68,000

Views by

Page title and screen...

PAGE TITLE AND S...	VIEWS
Markets - Totnes To...	11K ↑121.3%
Totnes Town Council ...	8K ↑17.0%
Road Closures - Totn...	4.1K ↓1.0%
Civic Hall - Totnes To...	2.4K ↑78.7%
Meet Your Councillor...	1.8K ↑22.4%
BOOK YOUR SPACE ...	171 ↓93.1%
Civic Hall Calendar - ...	1.8K ↑112.9%



Free Family Fun at the Totnes Christmas Lights Switch On Event

Tue 5th November 2024

Totnes Unveils a Triple Festive Delight: Three Magical Shopping Events to Brighten the Season

Fri 25th October 2024

Totnes Town Council To Reduce The Number Of Planters In The Town Centre

Thu 24th October 2024

Totnes Town Council Lights The Town For Christmas Again

Fri 18th October 2024

Totnes Businesses Invited To Light Up The Town To Win Up To £100

Wed 9th October 2024

Totnes Guildhall Open This Saturday For Totnes Heritage Festival

Wed 25th September 2024





It's 3, 2, 1, go for Parkrun in Totnes

[illegible]