



## DRAFT MINUTES FOR THE PLANNING COMMITTEE

### MONDAY 16<sup>TH</sup> JUNE 2025 IN THE GUILDHALL

Present: Councillors L Auletta (Chair), S Collinson, T Cooper, J Cummings and J Hodgson.

Apologies: Cllrs Bennett and Trant.

Not Present: Cllr Smallridge.

In Attendance: Members of the public, 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 Auletta read out a statement about how the meeting would be conducted and recorded.

The apologies were accepted.

The Committee adjourned for the following item:

#### PUBLIC QUESTION TIME

Two members of the public explained that South Hams District Council has asked them to engage with the Town Council as part of the pre-application process about the proposed shop and frontage changes to Lawsons in the High Street. Plans and images of the proposals were shared which have to accommodate the historic features of the building, including: an additional door to access the first floor (proposed change of use to residential); a spiral staircase to a rear garden; improvements to the ground floor shop layout and staff facilities; and the introduction of fire protection between the ground and first floor. The Committee suggested that they refer to the Joint Local Plan Appendix 3 guidance on shop fronts which could provide a more sympathetic appearance on the High Street, and commented on signage, bin storage and accessibility. It was **AGREED** that the architect will liaise with the officer to provide revisions based on the comments made that will be circulated to the Committee for informal comment as part of a continuing pre-application dialogue.

The Committee reconvened.

#### 2. CONFIRMATION OF MINUTES

**To approve the minutes of 28<sup>th</sup> May 2025 and update on any matters arising.**

The minutes were approved as an accurate record of proceedings.

#### 3. TREE WORKS APPLICATIONS

To make recommendations on the following tree works applications:

3a. 1500/25/TPO – G1: Hazel - coppicing of stems larger than 100mm diameter to 0.5m above ground level, for hedge laying of smaller/younger stems. T2: Leyland Cypress – height reduction of approx. 2m, storm damage removal within canopy, to control canopy size. 9 Westward Close, Totnes, TQ9 5HB.  
Support.

3b. 1550/25/TPO – T2: Birch - Remove due to being affected by honey fungus. 1 Victoria Cottages, St Katherine's Way, Totnes, TQ9 5DY.  
Support. The Committee would request that a suitable replacement tree is considered on the wider site, subject to the Tree Officer's advice given the honey fungus problem.

3c. 1710/25/TCA - T12: Cherry Tree - has a vertical central limb that has no leaf growth and is dead, the limb is approximately 350mm in diameter & stands approximately 9m meters high. The limb needs to be cut at the point of connection to the main trunk, there are signs of fungal growth on the effected limb & other parts of the tree (Site Photo 1). St Mary's Church, High Street, Totnes, TQ9 5QH.

The Council declared an interest as the applicant for the tree works application.  
Support.

#### **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. 1659/25/FUL - Conversion of brownfield site on existing residential street in town centre into a 1-bed first floor dwelling with secure garage underneath. Land to Rear 9 Fore Street, Totnes.  
Support.

4b. For Information 1445/25/PDM - Proposed conversion of an existing agricultural barn into a single dwelling house (Class Q). Land At Sx 808 593 Sharpham Drive Totnes.

Object. The Committee does not feel that this application is in the spirit of Class Q, and that planning permission is required given that:

- The existing building abuts the listed gardens at Sharpham.
- There is no direct access to the public highway – access is via a private drive.

The Committee is also concerned about: the number of vehicle movements on the private drive in the build phase and once in residential use; and the robustness of the existing structure to be suitable for conversion to residential use, specifically whether the height of the existing roof line is sufficient to provide space for head room alongside insulation and fire protection measures to meet building regulations.

4c. 1060/25/HHO - Householder application for rear extension & loft conversion. Eveleigh, Higher Westonfields, Totnes, TQ9 5RB.

Support in principle subject to appropriate tiles being used (for example reclaimed clay or concrete tiles) as the Committee does not support the use of zinc in this location due to the adverse impact on the street scene.

4d. 1231/25/HHO - Householder application for erection of single-storey side extension & glazed link, single-storey front extension adjoining two-storey side extension, associated landscaping

works & replacement of existing roof covering, windows & doors. Longways, Barracks Hill, Totnes, TQ9 6DG. [Consulted as a neighbouring parish.]  
Support.

4e.1601/25/LBC - Listed building consent for internal alterations & replacement rear windows. 12 Plymouth Road, Totnes, TQ9 5PH.  
Support.

4f. 1524/25/FUL - Installation of solar photovoltaic panels on the Totnes Library roof, for the renewable energy provision to the Mansion House. The Mansion, 36 Fore Street, Totnes, TQ9 5RP.  
Support. The Committee suggests that this is also an opportunity (whilst scaffolding is in place) to install anti-seagull protection/netting to keep the panels clean and functioning whilst mitigating an ongoing problem with nesting birds in the area.

4g. 1687/25/ARC - Application for approval of details reserved by condition 3 (Schedule of Materials & Finishes) of planning consent 3148/24/LBC. Bogan Stable, North Street, Totnes, TQ9 5NZ.  
Support.

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

**To:**

**a. confirm either the date of the August Committee on Monday 18<sup>th</sup>, or alternatively seek Full Council consent for the Clerk to be given delegated authority to respond to planning applications (informed by Councillor comment) in August; and**

To **RECOMMEND** to Full Council that delegated authority is given to the Clerk in August to respond to planning applications based on comments from members of the Planning Committee.

**b. note the date of the next meeting of the Planning Committee – Monday 21<sup>st</sup> July 2025 at 6.30pm in the Guildhall.**

Noted. Cllrs Collinson and Cooper gave their apologies as they will be away on this date.

The meeting closed at 7.55pm.

Sara Halliday  
Governance and Projects Manager  
June 2025