



AGENDA FOR THE MEETING OF TOTNES TOWN COUNCIL MONDAY 6TH JULY 2026 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 Town Council, on **Monday 6th July 2026 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 Committee will adjourn for the following items:

Reports from County and District Councillors:

- 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 6]

The Council will convene to consider the following items:

3. CLERK'S QUARTERLY REPORT

To note the Clerk's Quarterly Report for April - June 2026 (general updates and correspondence). Document to follow by email.

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 the Confidential session)

- a. Full Council 1st June 2026 – document attached [Page 9]

To note the following minutes:

- b. Council Matters Committee 8th June 2026 – document attached [page 13]
- c. Planning Committee 15th June 2026 – document attached [page 17]
- d. Town Matters Committee 22nd June 2026 – document attached [page 20]

5. 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 24):

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

- a. Full Council 1st June 2026 – document attached [page 9]
- b. Council Matters Committee 8th June 2026 – document attached [page 13]
- c. Planning Committee 15th June 2026 – document attached [page 17]
- d. Town Matters Committee 22nd June 2026 – document attached [page 20]

6. CLUSTER ARRANGEMENTS

To receive an update on Cluster work and to consider a formalisation of the Town and Parish Cluster arrangement. Verbal update.

7. RECESS COMMITTEE

To consider the appointment of a recess committee to meet on 3rd or 10th August 2026. Verbal update.

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

To note a list of upcoming meeting dates and annual meetings calendar, Council communications points and link Councillor/Councillor representatives on outside bodies updates. Document attached [page 31].

9. NEXT MEETING

To note the next meeting date of Monday 7th September 2026, 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.

10. CONFIDENTIAL ITEMS FROM COMMITTEE (Standing Item) hard copy documents provided

To consider any recommendations or matters arising that are considered confidential in nature.

11. GUILDHALL WALL REPAIR

To consider the quotes for the repair of the Guildhall Wall (commercial).

12. GROUNDS MAINTENANCE CONTRACT

To consider the quotes for a six-month grounds maintenance contract (commercial). Document attached.

13. COMMUNITY ASSETS

To consider Community Asset opportunities, including Kingsbridge Inn and Laura House (financial). Verbal update.

14. CASTLE MEADOW ALLOTMENTS

To consider a complaint from the Totnes Allotment Association regarding the Castle Meadow Allotments (legal). Verbal update.

Agenda produced by:

Catherine Marlton

Town Clerk

1st July 2026

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

John Birch

SHDC Member for Totnes

Report to the meeting to be held on

Monday 6 July 2026

I report on the following

Four South Hams' play parks improved for local families

The improvements have been made at four play parks across the district and which includes the parks at Elmhurst Park, Totnes and Gidleys Meadow, Dartington

The upgrades form part of South Hams district Council's ongoing commitment to supporting health and wellbeing and making sure communities have access to welcoming outdoor spaces where children can play, families can spend time together and residents can enjoy being active outdoors.

The refurbished play areas include new and improved equipment, helping to create fun, safe and inviting spaces for children and families to use for years to come.

At Elmhurst Park in Totnes, local residents helped shape the project by sharing ideas and feedback on what they wanted to see in the new play area.

Catherine Sweet, a local parent who helped champion the Elmhurst Park improvements, said: "Local families were really keen to see the play area improved, so we started by gathering ideas from parents and children through a survey about what they would like to see.

"We absolutely love it and it's really brought the parents together. It's a safe space for the children to play and it's absolutely fantastic and brought lots of different age groups of children together. I thought the Council wouldn't see it as important, but we talked about it and this is what they came up with. They listened and it's great."

A young park user also wanted to share their thoughts about the park: "It's very good and I like going outdoors a lot. I like the Trampoline and the spinney thing and the quizzes too."

Ancient and veteran trees in our community

More is being done to help identify, record and look after old trees in the South Hams.

Two training events took place recently at Dartington Hall in partnership with the South Hams Tree Warden network and the Tree Council.

The sessions were designed to help wardens develop the skills they need to recognise veteran and ancient trees on the Woodland Trust Inventory. So far 482 have been

Further work has been carried out by SHDC'S Tree Officer in having detailed management survey reports carried out on two of the Council's veteran trees. The Council will be working on enacting the recommendations of the report to improve the trees' conditions and erecting public information boards for each tree.

District Councillor Report - for Totnes Town Council 30/06/2026

Cllr Anna Presswell

S106 Funds for Bridgetown

Some of the available funds are now confirmed to be spent on the completion of the Longmarsh inner path which will extend from the boardwalk up to the field.

It was also decided that a 'training' area would be of benefit to Bridgetown, due to the Leisure Centre being further away and for those that want to train locally. A Callisthenics apparatus is apparently popular due to low maintenance and flexibility of activities. (see example in picture)

We are also considering resurfacing and clearing of the path alongside St Johns School Bridgetown, but need to establish ownership. We have had information that it is owned by Livewest, and I'm awaiting confirmation from the site manager (presently on holiday) of Parkfield Flats refurbishment, of its re-instatement and overhaul and timeline.



Drop-In Mental Health Hub Totnes – The Old Mill, Morrisons

I met with Bernadette McAuley of the charity Shekinah Community Mental Health Development www.shekinah.co.uk, along with Jacqui Perks (Jamming Station), and Jess Richards from the Devon Partnership NHS Trust. It was decided that the Old Mill where Jamming Station lease, would be the best venue due to its intimate feel and minimal thoroughfare on leaving the venue.

An established group in Torbay called the Unusual Experiences Group, which is also run nationwide, is being set up for Totnes.

The group is for individuals that struggle with:

- Unusual perceptions
- Feeling disconnected from the world and other people
- Unusual thoughts and beliefs

- Having a feeling that things have somehow changed

Individuals sit and talk within a group setting. Two psychologists will alternate and support the centre and will come from the hub in Torbay.

The hire of the Jamming station is £22 per hour and likely that a two hour session will be held on a Friday. They will now be looking for funding to cover the hire of the rooms through business sponsorship, local Councils etc.

Housing Briefing Update

Renters Rights Act – SHDC not seen a lot of impact from this yet. It is a phased approach with different parts of the act coming in. Landlords can still take back their properties if they've got very difficult tenants. The Act:

- End of section 21 (no fault evictions) is the one everyone is talking about.
- Rent increases limited to once a year
- Right to request a pet
- Enforcement and financial penalties for non compliance, breaches and offences
- Decent home standards and Awaabs law requirements (social landlords must address reported issues of damp and mould within strict timeframes).
- Landlord database
- New Ombudsman
- New Civil Penalty provisions for the council

So far SHDC have written to all their private tenants (through Seamoore lettings – these lettings are non profit making for info), and provided the mandatory information.

Supported Housing Act – The Act establishes a National Framework to improve quality and strategic oversight of supported housing systems – addressing concerns about poor quality supported accommodation, inconsistent standards, and gaps in local oversight.

In the past Supported Housing has been wildly unregulated. Some are regulated through the CQC (Care Quality Commission) but when provided by smaller housing associations it is largely

unregulated. The aim is to develop a coherent national framework to reduce variation, close regulatory gaps, and improve outcomes.

The Act:

- A new set of supported housing standards
- Mandatory licensing regime
- Assess current and future supported housing needs, and publish a Local Housing Strategy for the Homeless, learning disability, domestic abuse, physically disabled, older persons accommodation.
- Strengthen accountability with annual reporting and transparency on provision and need.
- A supported housing advisory panel will enable better alignment with housing, care, health and safeguarding partners. This is historically an issue in Devon.

Based on the needs assessment we will get to grips with what we need to be doing, what we need to prioritise, and what accommodation we need to provide (including making best use of the stock that we've got for a more appropriate delivery e.g. old peoples accommodation may be better suited to care leavers accommodation).

Prior to the act being enforced on May 26th, in March 36 tenants were asked to leave, April 20 tenants, May 10 tenants were asked to leave prior to the Act coming into force. SHDC contacted the landlords to see if they were doing this because they were nervous, need advice on how it works etc. I don't have responses.

Care leavers provision at the moment has only been Westville training flats (in Kingsbridge), plus a few other properties; SHDC are now dipping in to their own provision to meet additional needs.

Supported housing schemes are usually commissioned by Devon County, re-tendering a lot in March this year. We've historically had, not a lot of provider options so not a competitive edge.

In addition at SHDC level they are working to improve the interface between housing and care leavers services and accommodation provision.

Much to do but a lot of opportunities to really improve our housing sector.

ITEM 3 – CLERK’S QUARTERLY REPORT

ITEM 4A AND 5A – FULL COUNCIL 1ST JUNE 2026



DRAFT MINUTES FOR THE MEETING OF TOTNES TOWN COUNCIL MONDAY 1ST JUNE 2026 IN THE GUILDHALL

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

Apologies: Cllrs Chinnock and Presswell.

Not Present: Cllr Smallridge.

In Attendance: Member of the public, District Councillors Allen and Birch, and C Marlton (Town Clerk).

1. WELCOME TO ALL ATTENDING AND OBSERVING

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.

It was **RESOLVED** to accept the apologies. There were no amendments to Declarations of Interest.

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 not submitted a report and gave a verbal update on: the biodiversity report; possible funding for libraries; HATOC will discuss the zebra crossing on Bridgetown Hill proposal in July; an extension to the National Landscape area has been raised and a document will be circulated; and that Devon County Council and South Hams District Council are

dealing with the caravan on the Newton Road.

b. District Cllr Allen had not submitted a report and give an update on: the changes to the operation of the Development Management Committee at South Hams District Council (SHDC) from September 2026; the KEVICC land disposal, urging the Town Council to register an expression of interest and concerns about retaining footpaths on the site; and the pontoon on the river which Dartington Trust are aware of.

c. District Cllr Birch (DCllr) had submitted a report and raised: the Joint Local Plan policy in relation to the KEVICC lower field site; grants for adapting homes; Crisis and Resilience Funding for local services; and congratulating Cllr Hodgson on becoming Chair of SHDC. Cllrs thanked SHDC for the smooth transition from Fusion to Parkwood at the leisure centre.

d. District Cllr Presswell had submitted a report but was not present.

The Council reconvened.

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 11th May 2026.

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

To note the following minutes:

b. Council Matters Committee 18th May 2026.

Noted.

c. Planning Committee 20th May 2026.

Noted.

4. 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 the Confidential session)

a. Full Council 11th May 2026.

No matters arising.

b. Council Matters Committee 18th May 2026.

Item 10 IT Support Contract and item 13 Totnes Museum Lease will be considered under item 12 in the confidential session.

c. Planning Committee 20th May 2026.

Item 5. Totnes Bridge Safety Audit – It was **RESOLVED** that the Totnes Bridge Safety Audit brief is adopted as drafted and that suitable consultants for the work are invited to quote.

Item 8. Totnes Neighbourhood Plan Review – It was **RESOLVED** that the Council updates the Totnes Neighbourhood Plan with the non-material minor modifications as advised in the health check; and that officer time is allocated for the necessary liaison with South Hams District Council.

5. STRATEGIC PLAN QUARTERLY REPORT

To consider a quarterly report on the Strategic Plan progress.

Noted.

6. INTERNAL AUDIT

To receive the Internal Audit Report for 2025/26, consider the findings and action plan.

It was **RESOLVED** unanimously to approve the Internal Audit Report for 2025/26 and to consider a Fixed Asset Policy as suggest for 2027.

7. ANNUAL GOVERNANCE STATEMENT

To:

- a. Consider and approve the Annual Governance Statement for 2025/26 by resolution; and**
- b. Chair to sign the Governance Statement.**

It was **RESOLVED** unanimously to approve the Annual Governance Statement for 2025/26, which was then duly signed by the Chair.

8. ACCOUNTING STATEMENT

To:

- a. Consider the Accounting Statement for 2025/26;**
- b. Approve the Accounting Statement for 2025/26 by resolution; and**
- c. Chair to sign the Accounting Statement for 2025/26.**

It was **RESOLVED** unanimously to approve the Accounting Statement for 2025/26, which was then duly signed by the Chair and the Town Clerk.

9. COUNCILLOR REPRESENTATIVE ROLES

To consider a request from Cllr Robshaw (and any other requests) for Councillor representative roles.

It was **RESOLVED** to appoint Cllr Robshaw as Councillor representative to Caring Town and Vire Twining Association as requested.

10. LIST OF MEETING DATES AND COMMUNICATIONS POINTS

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

Noted.

11. NEXT MEETING

To note the next meeting dates of Monday 6th July 2026 for Full Council, 6.30pm public session, 7.00pm formal meeting in the Guildhall.

Noted.

*The Council **RESOLVED** 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)*

12. CONFIDENTIAL ITEMS FROM COMMITTEE (Standing Item)

To consider any recommendations or matters arising that are considered confidential in nature.

Item 10. IT Support Contract – It was **RESOLVED** to grant delegated authority to the Town Clerk to appoint one of the two shortlisted IT contractors, subject to references and liaison over cyber security compliance.

Item 13. Totnes Museum Lease – It was **RESOLVED** that the Museum Trust be offered a new 30-year lease to replace the existing, with no break clause and clarification on the detail that the Town Council is only responsible for exterior maintenance and repairs. This offer is subject to a 50/50 split of legal/professional costs arising from the Town Council drawing up said lease.

13. GUILDHALL COTTAGE

To consider the future use of the Guildhall Cottage (financial).

It was **RESOLVED** by majority to carry out the first phase of refurbishment works to enable the future residential letting of the cottage.

14. TOWN COUNCIL INSURANCE

To consider the quote for renewal of the Town Council's insurance (financial).

It was **RESOLVED** unanimously to accept a three-year insurance quote.

15. DISPOSAL OF KEVICC LOWER SITE

To consider the notice of disposal letter received on behalf of Education Southwest for the KEVICC lower site which is listed as an asset of community value (legal and financial).

It was **RESOLVED** by majority not to trigger the Expression of Interest at this time, but to inform local community groups of this decision and the process to follow should they wish to do so.

16. FUTURE COMMUNITY ASSETS

To consider future community assets in the town (commercial and financial).

It was **RESOLVED** to allocate £15,000 from the earmarked reserve for transfer/devolution of assets, for initial feasibility work on the potential freehold purchase of a building that could be used for community use. The Clerk will have delegated authority to spend this budget as required on professional support given the time sensitivities. The Clerk will seek partnership arrangements with SHDC and local community groups, arranging an urgent meeting to discuss the proposal.

The meeting closed at 9.30pm, with members agreeing to extend the length of the meeting to accommodate all business.

Cllr Tim Bennett
Chair



**DRAFT MINUTES FOR THE MEETING OF COUNCIL MATTERS
MONDAY 8TH JUNE 2026 AT 6.30PM IN THE GUILDHALL**

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

Apologies: None.

In Attendance: C Marlton (Town Clerk).

1. APOLOGIES FOR ABSENCE

The Chair read a statement about how the meeting would be conducted.

PUBLIC QUESTION TIME

There were no members of the public present.

2. CONFIRMATION OF MINUTES

To approve the minutes of 18th May 2026 and update on any matters arising.

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

3. STRATEGY DELIVERY WORKING GROUPS

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

a. Community Working Group, 20th May 2026.

It was **AGREED** to accept the proposed changes to the 2026 Christmas Window Competition with a total prize fund of £800.

b. Economy Working Group, 19th May 2026.

None.

c. Environment and Public Realm Working Group, 28th May 2026.

Signage – it was **AGREED** that a fingerpost is purchased for installation in the Civic Square directing to Leechwell Gardens.

Road Warden Scheme – it was **AGREED** that the Council signs up to the Community Protocol to enable training opportunities for the maintenance team; and that any work undertaken is addition to Devon County Council's statutory function, not in replacement of it.

d. All grant funding recommendations for the Working Groups.

The following grant funding recommendations were **AGREED**:

Applicant	Project	Grant Request (£)	Project Cost (£)	Policy Area	Grant awarded
Community					
Sharpham Estate Parkrun	Replacement parkrun sign	55	55	Health & Fitness	£55 awarded
Stepping Stones Totnes CIC	The Essential Project – healthier food provision	1000	5000	Residents' wellbeing	£1,000 awarded
Totnes Lantern Festival	Community lantern sessions and parade	1150	2300	Community & Economy	£2,300 awarded from Christmas Lights budget allocation
Tadpool	Commando Run Inflatable	500	5622	Health & Wellbeing of Young People	£500 awarded
Better Places Be Buckfastleigh CIC	Hello Summer Activities and Food for Families	1000	3120	Health & Wellbeing of Young People	£1,000 awarded
Jonathan Elliott (BA!)	Community Event	1000	4210	Community & Economy	£1,000 awarded
Shiatsu for Change CIC	Community Qigong sessions for people living with long-term health conditions	1000	1000	Health & Fitness	Not recommended
Economy					
Totnes Lantern Festival	Community lantern sessions and parade	1150	2300	Community & Economy	See above
Totnes Pride	Pride Festival	1125	10,000	Members of the LGBTQ+ community	£1,000 awarded
Environment and Public Realm					
Leechwell Garden Association	Volunteer sessions and garden maintenance	3000	4095	Public realm	£1,000 awarded
#LoveCastleSt	Ongoing gardening and maintenance at two public Castle St locations.	300	586.56	Public realm	£300 awarded on the condition that: the gardening is carried out with the permission of the landowner; and that receipts for the £300 are presented to the Council.
Rewylding CIC	The creation of a medicine garden for community days.	800	1957	Community & wellbeing	Not recommended - main project is outside of the Totnes parish boundary.

4. BUDGET MONITOR

To consider the Budget Monitor.

The budget monitor was **AGREED** unanimously.

5. COMPLAINTS POLICY AND PROCEDURE

To review the Council's Complaints Policy and Procedure

To **RECOMMEND** to Full Council that the Complaints Policy and Procedure is adopted.

6. DEATH OF A SENIOR NATIONAL FIGURE PROTOCOL

To review the Death of a Senior National Figure Protocol.

To **RECOMMEND** to Full Council that the Death of a Senior National Figure Protocol is adopted.

7. WHISTLEBLOWING POLICY

To review the Whistleblowing Policy, updating following SW Councils advice.

To **RECOMMEND** to Full Council that the Whistleblowing Policy is adopted subject to minor amendment to include Councillors. *[Post-meeting Officer note: Advice from DALC has been received about the inclusion of Cllrs in the Whistleblowing policy. The important element of whistleblowing is ensuring that employees aren't discriminated against, where non-employees wouldn't have the same risks. As Members are not employees of the Council, if they have any concerns over fellow member behaviour or a Council decision, the Code of Conduct complaints process, Monitoring Officer oversight or the Council Complaints procedure could be used in their capacity as a member of the public.]*

8. HMRC MILEAGE RATE

To note the confirmation of the new HMRC mileage rates for 2026.

Noted.

9. COUNCIL GRANT REPORTS

To note a summary of two reports on the Council Grants awarded in June 2025.

Noted.

10. DATE OF NEXT MEETING

To note the date of the next meeting of the Council Matters Committee – Monday 13th July 2026 at 6.30pm in the Guildhall.

Noted.

*The Committee **RESOLVED** 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)*

11. BANK STATEMENTS AND RECONCILIATIONS (Standing Item)

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

These were reviewed and **AGREED** unanimously.

12. CHRISTMAS LATE NIGHT MARKETS

To consider the terms for any cancellations of the Christmas late night markets (commercial).

It was **AGREED** that the terms outlined in the report be adopted.

13. STAFFING UPDATE

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

Noted.

The meeting closed at 7.30pm

Catherine Marlton
Town Clerk
June 2026



DRAFT MINUTES FOR THE PLANNING COMMITTEE MONDAY 15TH JUNE 2026 IN THE GUILDHALL

Present: Councillors L Auletta (Chair), T Bennett, S Collinson, T Cooper, J Cummings, and J Hodgson.
Apologies: Cllrs Smallridge and Trant.

In Attendance: Director of Bowden Pillars Future, 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 from Cllrs Smallridge and Trant were accepted.

PUBLIC QUESTION TIME

There were no members of the public present.

2. BOWDEN PILLARS VILLAGE PROJECT

To update on the proposals for the Bowden Pillars Village Project from the applicants Bowden Pillars Future.

The Director of Bowden Pillars Future gave a detailed overview of the work that has been taking place since they last met with the Committee in December 2025, the regular planning performance agreement meetings that have been taking place with South Hams District Council, and the aim to submit a planning application in October 2026. The Director explained: the site plan layout (including road access, parking, bin storage, bike storage, food hub, shared open spaces, foul waste arrangements, energy generation from solar panel and/or a wind turbine, ecology, food growing); the housing allocation mix, an aim of intergenerational occupancy and 50 percent of the dwellings would be affordable housing; and the housing and common house designs and potential materials to be used in the build. Details on several elements are still to be confirmed, for example landscaping of the site and a travel plan. The Committee asked about: the build – will it be phased; alternative foul waste treatment options; employment opportunities; active travel including safe routes for walking and cycling; the additional pressure on services in Totnes (GPs and schools); offering a shuttle bus into Totnes, particularly for the school run; the allocation/membership policy and whether there will be a local connection requirement; leases and land holdings; and outdoor learning space for young people. The Director said that the Bowden Pillars Future project is now looking at how they can communicate more with the wider local community.

The Chair thanks the Director for updating the Committee. In discussion later in the meeting it was **AGREED** to write to the Director on the following points:

- The importance of identifying a safe active travel route from the site into Totnes;

- That 50 dwellings will put increased pressure on an already stretched GP service and school places (particularly at primary education level).
- Would encourage the housing design to incorporate elements which are more specific to the particular location and unique aims of the project (at present the architectural response appears quite generic).

3. CONFIRMATION OF MINUTES

To approve the minutes of 20th May 2026 and update on any matters arising.

The minutes were approved as an accurate record of proceedings.

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. 1155/26/VAR – Application for variation of condition 2 (Approved Plans) of planning consent 1078/22/FUL. Former Dairy Crest Site, Station Road, Totnes, TQ9 5JR.

Cllr Collinson declared a personal interest.

Comment – in principle the Committee doesn't object to the proposed smaller size building, subject to the views of the Devon County Council Ecology Officer's input on the suitability of the plans for bats and whether the extant ecology survey is sufficient.

5. DART HARBOUR PORT MASTERPLAN CONSULTATION

To consider the Dart Harbour Port Masterplan Consultation and make any recommendation to Full Council [deadline for comments 31st July 2026].

Given the upcoming presentation at the Totnes Boating Association on 18th June 2026 which could help inform the Council's response, the final comments will be to be **AGREED** by Councillors by email outside of Committee.

To **RECOMMEND** to Full Council that it responds to the Dart Harbour Port Masterplan Consultation with the following comments to be agreed by Councillors by email:

Totnes Waterfront:

- Redevelopment of Baltic Wharf – like the Dart Harbour Authority, the Council is also concerned about the reduction in marine employment space in the recent planning application.
- Exhibition/museum space on Steamer Quay – in principle the idea is supported subject to details on design and content if the idea is taken forward.
- Landing Moorings – the pontoons on the leat at Vire Island are supported.
- Longmarsh Pontoon – although this sits outside of the Totnes boundary, a pontoon at the south end of Longmarsh is not supported as it would negatively impact on the special view, tranquillity and wildlife provision in this area. A more appropriate location for consideration would be the basin near the Longmarsh car park.
- Saltmarsh – allocating the fields between the two bridges behind Rowsells Lane for salt marshes is supported.

Policies

- MP-U8 Liveaboard Vessels – the Council would not be adverse to this possibility if an appropriate location and facilities (water, foul water and refuse removal) could be found.

- MP-U13 and MP-U14 Personal Water Craft and New Technology – the Council is not supportive of business proposals for jet ski or electric boat hire in Totnes as the river is: too narrow at this point; concerns about noise; jeopardises other river users; and disturbance to wildlife. The Dart Harbour Authority could consider identifying an area for such users such as has been adopted on the River Exe, if it is considered necessary in an alternative location away from the town.
- MP-E7 Planning Policy – strongly support this policy and approach.
- MP-E12 Flooding and Sea Level Rise – there has recently been flooding in Totnes due to spring tides and surface water (Warland), and there is regular spring tide flooding of Steamer Quay Road, Longmarsh and Vire Island.
- MP-C1 Employment - this policy is strongly supported.
- MP-C9 Dart Valley Trail – this policy is strongly supported.
- MP-C10 Protection of Views – this policy is strongly supported.
- MP-C11 Young People Engagement – support this policy. Totnes Town Council is able to provide evidence of deprivation in Bridgetown which should attract funding for schemes to support young people to be safe on and around the river, and education programmes with the schools around respecting the river environment.
- MP-C14 Heritage Harbour Status - this policy is supported.
- Connecting River and Community - the land and river regeneration schemes in Totnes – this aim/aspiration is supported.

The Committee voted to extend the meeting by 10 minutes during this item.

6. DATE OF NEXT MEETING

To:

a. confirm either the date of the August Committee on Monday 17th or 24th, 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

It was **AGREED** to hold a meeting on 17th August to discuss the Local Plan consultation as well as any planning applications received.

b. note the date of the next meeting of the Planning Committee – Monday 20th July 2026 at 6.30pm in the Guildhall.

Noted.

The meeting closed at 8.25pm.

Sara Halliday
Governance and Projects Manager
June 2026



**DRAFT MINUTES FOR THE TOWN MATTERS COMMITTEE
MONDAY 22ND JUNE 2026 IN THE GUILDHALL**

Present: Councillors L Auletta (Chair), C Beavis, S Collinson (from 1840), J Cummings (Chair), D Peters, A Presswell, E Price and T Robshaw.

Apologies: Councillors Chinnock and Robert.

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. ELECTION OF CHAIR AND DEPUTY

To:

a. Make a recommendation to Full Council for the Chair of the Town Matters Committee for 2026/27 (with immediate effective);

To **RECOMMEND** to Full Council that Cllr Roberts is the Chair of the Town Matters Committee for 2026/27.

b. Elect a deputy chair for the Committee (with immediate effect).

Cllr Auletta was elected as Deputy Chair of the Town Matters Committee for 2026/27 and took over as chair for the remainder of the meeting.

3. CONFIRMATION OF MINUTES

To approve the minutes of 23rd March 2026 and update on any matters arising.

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

Item 3. Environment and Public Realm Working Group.

a. the Weir – It was **RESOLVED** unanimously that the Council writes to the Dartington Hall Trust (copied to Dartington Parish Council and South Ham District Council) to make them aware that some concerns have been raised about the condition of the pontoon and that the Council would be willing to meet someone on site about how to make it safe.

b. Castle Meadow – It was **RESOLVED** unanimously that:

- The Town Maintenance team removes all barbed wire in the meadow as it presents a health and safety hazard to those using the meadow and that a single wire is erected to demark the boundary line; and
- The Council responds to the resident to say that: the barbed wire will be removed; direct access to the meadow via a gate or stile cannot be agreed to due to health and safety concerns; and if they wish to erect a fence inside their boundary line then we advise them to follow any planning permissions required for works in a conservation area (SHDC will be able to advise).

c. Biodiversity Net Gain (BNG) – It was **RESOLVED** unanimously that the Council writes to the Dartington Hall Trust to see if they have any BNG plans for the estate as the land is included in the Totnes Open Spaces, Sport, Recreation and Wellbeing Plan as a valuable resource in a neighbouring parish.

d. EPR01.3 – National Landscape area – It was **RESOLVED** that the Council writes to Devon County Council (copied to District Councillors) in support of extending the existing National Landscape area along the Dart to include Totnes through to Buckfastleigh as this will bring biodiversity benefits and ensure that suitable mitigation is put in place for future housing number requirements.

Item 4. Public-facing Emergency Plan – It was **RESOLVED** unanimously to adopt the public-facing emergency plan, with Council communications used (website, social media, Totnes Directory ‘Totnes Matters’ article) to publicise the plan.

Item 5. Climate National Emergency Plan-Based Council – It was **RESOLVED** that food provided for Council functions is locally produced and sustainably sourced, with a balance in favour of vegetarian and vegan options catered for.

Cllr Peters raised concerns about this policy and it was **AGREED** that it would be reviewed by the Committee after six months, with Cllr Peters providing information about local agriculture production.

4. STRATEGY DELIVERY GROUP AND WORKING GROUP

To consider any recommendations and note the minutes from the following:

a. Community Working Group, 14th April and 20th May 2026.

Noted. No recommendations to consider.

b. Economy Working Group, 8th April and 19th May 2026.

Noted. Heritage Festival Road Closure – the benefits and cost of a road closure was discussed, and it was agreed that this trial will help inform the ‘Shop and Stroll’ proposal. To **RECOMMEND** to Full Council that:

- it supports and funds a road closure for the Heritage Festival on 19th September 2026, timings to be confirmed; and
- the Town Council collects feedback from the whole community (market traders, businesses/Business Forum, visitors/members of the public) of their experience on the day, with the Economy Working Group to draw up suitable questions to gather the data required to inform the Shop and Stroll project.

Shop and Stroll – it was **AGREED** to defer discussion of the ‘Shop and Stroll’ proposal until the September 2026 meeting when feedback from the Heritage Festival road closure is available to help inform discussion.

c. Environment and Public Realm Working Group, 28th May 2026.

Noted. Castle Meadow – to **RECOMMEND** to Full Council that Transition Town Totnes is consulted and offered a trial area in Castle Meadow (in a suitable location) for the 30x30 project.

5. RENAMING COLEBROOK COTTAGES AS MILL LANE

To consider a request from a member of the public to rename the section ‘Colebrook Cottages’ as ‘Mill Lane’ with appropriate signage.

It was **AGREED** that Cllr Robshaw will discuss this with the Totnes Trust, suggesting that if they wish to pursue the renaming of the area then they need to follow the advice as set out on the South Hams District Council (SHDC) website to: obtain the written confirmation of resident’s consent; be prepared to pay the required fees; and then bring the question, with written evidence from householders, back to the Town Council to consider. The Officer will respond to the email enquiry with the same advice.

6. LAMP FOR PEACE AND UNICEF CHILDREN’S DAY

To consider illuminating the five trees on The Plains in support of the Remembrance/Lamp for Peace and UNICEF Children’s Day.

To **RECOMMEND** to Full Council that it uses the lights in the trees on The Plains, alongside social media posts to communicate the reason for the lights on the day or day before the date, for the following events:

- Totnes Pride, 26/27th September 2026 (colour: rainbow)
- Lamp for Peace, 11th November 2026 (colour: red or a flame effect)
- UNICEF World Children’s Day, 20th November 2026 (colour: pale blue)
- International Disability Day 3rd December 2026 (colour: purple)
- For the November 2026 events, invite the local schools to draw doves that can be hung in the trees by the Town Council as a way of engaging and educating local children on the significance of these events.

7. LICENSING APPLICATION

To consider the following application for an alcohol licence and make a recommendation to Full Council: The Ruby Chinese Takeaway at 5 Christina Parade, Totnes, TQ9 5UU.

To **RECOMMEND** to Full Council that the licence application is supported.

8. POTENTIAL LICENSING OF EXTERNAL AREAS OUTSIDE SHOPS 1-4 CIVIC HALL

To consider the potential licensing of the external areas outside of shops 1-4 the Civic Hall on non-market days, and give an informal response.

The Committee **AGREED** in principle with the request for use of the external space under the Civic Hall as identified on the plan provided, to support the shops at 1-4 Civic Hall.

9. OPEN SPACES, SPORTS, RECREATION AND WELLBEING PLAN UPDATE

To update on any general matters linked to the Open Spaces, Sport Recreation and Wellbeing Plan including an update on the greenways map (standing item).

There were no updates.

10. LINK COUNCILLOR REPORTS

To consider link councillor reports from Committee members.

Cllrs Collinson and Peters updated on a meeting held as part of the Dart Harbour Port Masterplan consultation, which is ambitious but sets out the potential of the river area. In relation to Totnes specifically: it was felt that the river could be made more of in the town; there is a level of deprivation in Bridgetown near the river that could support regeneration funding and environmental education for young people; introduction of small pontoons to provide small boats coming up river a place to moor up and go into the town; aiming for high environmental conditions on the river, for example the Dart swim will begin in Stoke Gabriel this year due to water quality on Totnes.

Cllr Robshaw left the meeting at 7.50pm.

11. DATE OF NEXT MEETING

To note the date of the next meeting of the Town Matters Committee – Monday 27th July 2026 at 6.30pm.

Noted. Cllr Collinson gave her and Cllr Chinnock's apologies for the July meeting.

The meeting closed at 7.53pm.

S Halliday
Governance and Projects Manager
June 2026

ITEM 5 – RECOMMENDATIONS FROM COMMITTEE

5a. Full Council 1st June 2026

No recommendations.

5b. Council Matters Committee 8th June 2026

Item 5. Council's Complaints Policy and Procedure - To **RECOMMEND** to Full Council that the Complaints Policy and Procedure is adopted.

Item 6. Death of a Senior National Figure Protocol - To **RECOMMEND** to Full Council that the Death of a Senior National Figure Protocol is adopted.

Item 7. Whistleblowing Policy - To **RECOMMEND** to Full Council that the Whistleblowing Policy is adopted subject to minor amendment to include Councillors. [Policy attached below, page 26.]

5c. Planning Committee 15th June 2026

Item 5. Dart Harbour Port Masterplan Consultation - To **RECOMMEND** to Full Council that it responds to the Dart Harbour Port Masterplan Consultation with the following comments to be agreed by Councillors by email:

Totnes Waterfront:

- Redevelopment of Baltic Wharf – like the Dart Harbour Authority, the Council is also concerned about the reduction in marine employment space in the recent planning application.
- Exhibition/museum space on Steamer Quay – in principle the idea is supported subject to details on design and content if the idea is taken forward.
- Landing Moorings – the pontoons on the leat at Vire Island are supported.
- Longmarsh Pontoon – although this sits outside of the Totnes boundary, a pontoon at the south end of Longmarsh is not supported as it would negatively impact on the special view, tranquillity and wildlife provision in this area. A more appropriate location for consideration would be the basin near the Longmarsh car park.
- Saltmarsh – allocating the fields between the two bridges behind Rowsells Lane for salt marshes is supported.

Policies

- MP-U8 Liveaboard Vessels – the Council would not be adverse to this possibility if an appropriate location and facilities (water, foul water and refuse removal) could be found.
- MP-U13 and MP-U14 Personal Water Craft and New Technology – the Council is not supportive of business proposals for jet ski or electric boat hire in Totnes as the river is: too narrow at this point; concerns about noise; jeopardises other river users; and disturbance to wildlife. The Dart Harbour Authority could consider identifying an area for such users such as has been adopted on the River Exe, if it is considered necessary in an alternative location away from the town.
- MP-E7 Planning Policy – strongly support this policy and approach.
- MP-E12 Flooding and Sea Level Rise – there has recently been flooding in Totnes due to spring tides and surface water (Warland), and there is regular spring tide flooding of Steamer Quay Road, Longmarsh and Vire Island.
- MP-C1 Employment - this policy is strongly supported.
- MP-C9 Dart Valley Trail – this policy is strongly supported.

- MP-C10 Protection of Views – this policy is strongly supported.
- MP-C11 Young People Engagement – support this policy. Totnes Town Council is able to provide evidence of deprivation in Bridgetown which should attract funding for schemes to support young people to be safe on and around the river, and education programmes with the schools around respecting the river environment.
- MP-C14 Heritage Harbour Status - this policy is supported.
- Connecting River and Community - the land and river regeneration schemes in Totnes – this aim/aspiration is supported.

5d. Town Matters Committee 22nd June 2026

Item 2. Chair of Committee – To **RECOMMEND** to Full Council that Cllr Roberts is the Chair of the Town Matters Committee for 2026/27.

Item 4b. Economy Working Group: Heritage Festival Road Closure - To **RECOMMEND** to Full Council that:

- it supports and funds a road closure for the Heritage Festival on 19th September 2026, timings to be confirmed; and
- the Town Council collects feedback from the whole community (market traders, businesses/Business Forum, visitors/members of the public) of their experience on the day, with the Economy Working Group to draw up suitable questions to gather the data required to inform the Shop and Stroll project.

Item 4c. Environment and Public Realm Working Group: Castle Meadow – To **RECOMMEND** to Full Council that Transition Town Totnes is consulted and offered a trial area in Castle Meadow (in a suitable location) for the 30x30 project.

Item 6. Lamp for Peace and UNICEF Children’s Day - To **RECOMMEND** to Full Council that it uses the lights in the trees on The Plains, alongside social media posts to communicate the reason for the lights on the day or day before the date, for the following events:

- Totnes Pride, 26/27th September 2026 (colour: rainbow)
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- For the November 2026 events, invite the local schools to draw doves that can be hung in the trees by the Town Council as a way of engaging and educating local children on the significance of these events.

Item 6. Application for an alcohol licence for The Ruby Chinese Takeaway at 5 Christina Parade, Totnes, TQ9 5UU - To **RECOMMEND** to Full Council that the licence application is supported.



WHISTLEBLOWING POLICY

TOTNES TOWN COUNCIL

AGREED JUNE 2024

NEXT REVIEW JUNE 2026

1 Policy Statement

Employees are often the first to realise that there may be something wrong within their organisation. However, they may not feel able to express their concerns because they feel that speaking up would be disloyal to their colleagues or to their employer. They may also be apprehensive about the consequences and therefore they may mistakenly feel that it may be easier to ignore the concern rather than report what may be no more than a suspicion of malpractice.

Totnes Town Council is committed to the highest standards of openness, probity, and accountability. It expects employees, and others that it deals with, who have serious concerns about any aspect of the organisation's work, to come forward and voice those concerns. The word 'whistleblowing' in this procedure refers to the disclosure, internally or externally, by employees of malpractice, as well as illegal acts or omissions at work.

This policy makes it clear that all employees can report their concerns in a confidential manner without fear of victimisation, subsequent discrimination or disadvantage, and is intended to encourage and enable serious concerns to be raised with the organisation, rather than overlooking a problem or 'blowing the whistle' outside. It is stressed that under the Public Interest Disclosure Act 1998, employees of the organisation who speak out against corruption or malpractice at work have statutory protection against victimisation, dismissal or other disadvantage.

2 Scope

This policy applies to employees of Totnes Town Council. Agency workers, casual workers and other individuals performing functions for the organisation, such as contractors, are also encouraged to use the procedure.

3 Aims

This policy aims to:

- Encourage employees to feel confident in raising serious concerns in those cases where they do not wish to use the normal reporting routes within their departments;
- Provide alternative avenues for raising concerns;
- Ensure that responses to concerns are made; and
- Reassure employees that they will be protected from possible reprisals or victimisation if they have made a qualifying disclosure to address their concerns.

4 Background

The law provides protection for employees who raise legitimate concerns about specified matters. These are called 'qualifying disclosures'. A qualifying disclosure is one made in the public interest by an employee who has a reasonable belief that one of the following is being, has been, or is likely to be committed:

- A criminal offence;
- A miscarriage of justice;
- An act of Sexual harassment;
- An act creating a risk to health and safety;
- An act causing damage to the physical environment;
- A breach of any other legal obligation; or
- Concealment of any of the above.

An employee who makes such a protected disclosure has the right not to be dismissed, subjected to any other detriment (e.g. disciplinary action), or victimised because they have made a disclosure.

The employee has no responsibility for investigating the matter; it is Totnes Town Council to ensure that an investigation takes place.

The organisation fully understands that employees who are members of a Trade Union may, in the first instance, wish to seek advice and guidance from their Union on the application of this Procedure.

This procedure is for disclosures about matters other than a breach of an employee's own contract of employment. If an employee is concerned that their own contract has been, or is likely to be, broken, they should use the organisation's Grievance Procedure.

5 Safeguards

Harassment or Victimisation

Totnes Town Council recognises that the decision to report a concern can be a difficult one to make, not least because of the fear of reprisal from the person(s) who is/are the subject of the complaint. However, if employees state the truth when making a disclosure they should have nothing to fear because they will be doing their duty to their employer and those for whom they are providing a service.

Totnes Town Council will not tolerate any form of harassment or victimisation by any worker and will take appropriate action to protect individuals when they make a qualifying disclosure.

Confidentiality

All concerns will be treated in confidence and every effort will be made to protect an employee's identity if that is their wish. At the appropriate time, however, they may need to be called as a witness, following a full factual investigation of the concerns raised.

Anonymous Allegations

In order to ensure that employees receive the protection of the Public Interest Disclosure Act 1998, employees should put their name to their concern. Concerns expressed anonymously are much less convincing. Anonymous concerns and allegations will therefore be investigated at the discretion of the organisation.

In exercising the discretion the factors to be taken into account would include:

- The seriousness of the issues raised;
- The credibility of the concern; and
- The likelihood of confirming the allegation from factual evidence.

Unsubstantiated Allegations

If an employee makes an allegation which they reasonably believe to be true but it is not confirmed by the investigation, no action will be taken against them. However, if they make an allegation frivolously, maliciously, or for personal gain, disciplinary action may be taken against them.

6 Procedure for Making A Disclosure

Step One – Raising a Concern

Whenever possible you should raise your concern with your line manager. If this is not appropriate, you should approach the Town Clerk. If the complaint is about the Town Clerk then your concern should be raised with the Mayor.

Step Two – How The Organisation Will Respond

The action taken will depend on the nature of the concern. The matters raised may:

- be investigated internally by management, or through the disciplinary or other internal process
- be referred to the Police
- be referred to the External Auditor
- form the subject of an independent inquiry.

In order to protect individuals and the organisation, initial enquiries may be made to decide whether an investigation is appropriate and, if so, what form it should take.

Concerns or allegations which fall within the scope of specific procedures of Totnes Town Council will normally be referred for consideration under those procedures. Some concerns may be resolved by agreed action without the need for investigation. If urgent action is required this will be taken before any investigation is conducted.

You will be written to within ten working days:

- acknowledging that the concern has been received

- indicating how the organisation proposes to deal with the matter
- giving an estimate of how long it will take to provide a final response
- informing you if any initial enquiries have been made
- whether further investigations will take place and, if not, why not

Contact

The amount of contact between the officers considering the issues and you will depend on the nature of the matters raised, the potential difficulties involved and the clarity of the information provided. If necessary, further information will be sought.

Attending Meetings

When any meeting is arranged you have the right to be accompanied by a trade union representative or a workplace colleague who is not involved in the area of work to which the concern relates.

Support

Totnes Town Council will take steps to minimise any difficulties you may experience as a result of raising a concern. For instance, if you are required to give evidence in criminal or disciplinary proceedings, Totnes Town Council will advise or arrange for you to have advice about the procedure.

Totnes Town Council will not tolerate harassment or victimisation (including informal pressures) and will take action to protect individuals who raise a concern in good faith.

Totnes Town Council accepts that you need to be assured that concerns will be properly addressed and, subject to legal constraints, will provide information about the outcomes of any investigations.

7 How The Matter Can Be Taken Further

This procedure is intended to provide individuals with an avenue to raise concerns within Totnes Town Council. If you are not satisfied, and feel it is right to take the matter further, the following are possible contacts:

- Protect
- Audit Commission
- the Police
- Health and Safety Executive
- HM Revenue and Customs

If a matter is taken outside Totnes Town Council, you must take all reasonable steps to ensure that confidential or privileged information is not disclosed. If in doubt, check with the Town Clerk.

ITEM 7 – LIST OF MEETING DATES, COMMUNICATIONS POINTS AND LINK COUNCILLOR UPDATES

Month	Full Council, 7pm	Council Matters Committee, 6.30pm	Planning Committee, 6.30pm	Town Matters Committee, 6.30pm
July 2026	Monday 6 th	Monday 13 th	Monday 20 th	Monday 27 th
August 2026	Monday 3 rd (If required – Recess Committee)	None	Monday 17 th	None
September	Monday 7 th	Monday 14 th	Monday 21 st	Monday 28 th
October	Monday 5 th	Monday 12 th	Monday 19 th	None

July

Full Council – 6th July at 6.30pm

Council Matters Committee – 13th July at 6.30pm

Economy Working Group – 14th July at 6.00pm

Environment and Public Realm Working Group – 15th July at 4.30pm

Planning Committee – 20th July at 6.00pm (note earlier start time for this meeting)

Traffic and Transport Forum – 22nd July at 6.30pm

Town Matters Committee – 27th July at 6.30pm

August

Recess Committee – if required, 3rd August at 6.30pm

Planning Committee – 17th August at 6.30pm

September

Full Council – 7th September at 6.30pm

Council Matters Committee – 14th September at 6.30pm

Planning Committee – 21st September at 6.30pm

Town Matters Committee – 28th September at 6.30pm

October

Full Council – 5th October at 6.30pm

Council Matters Committee – 12th October at 6.30pm

Planning Committee – 19th October 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 Updates

CALENDAR OF TOTNES TOWN COUNCIL MEETINGS SUMMER 2026 TO SPRING 2027

	Full Council	Council Matters Committee	Planning Committee	Town Matters Committee	Traffic and Transport Forum
	Monthly	Monthly	Monthly	Bimonthly	Quarterly
Officers attending	Catherine Marlton	Catherine Marlton (Cover by Christina Bewley)	Sara Halliday	Sara Halliday	Lisa Baumbach (Forums only)
Jul = 5	Full Meeting 6 th	Meeting 13 th	Meeting 20 th	Meeting 27 th	Forum (22nd @ 6.30pm) & SG
Aug* = 2	Recess Committee* 3 rd	None	Meeting* 17 th	None	None
Sep = 4	Full Meeting 7 th	Meeting 14 th	Meeting 21 st	Meeting 28 th	None
Oct = 4	Full Meeting 5 th	Meeting 12 th	Meeting 19 th	None	Steering Group (21st @ 6.30pm)
Nov = 4	Full Meeting 2 nd	Meeting 9 th	Meeting 16 th	Meeting 23 rd	None
Dec = 3	Full Meeting 7 th	Meeting 14 th	Meeting 21 st	None	None
Jan = 5	Full Meeting 4 th	Meeting 11 th	Meeting 18 th	Meeting 25 th	Forum (27th @ 6.30pm) & SG
Feb = 3	Full Meeting 1 st	Meeting 8 th	Meeting* 15 th	None	None
Mar = 4	Full Meeting 1 st	Meeting 8 th	Meeting 15 th	Meeting 22 nd	None
Apr = 4	Full Meeting 5 th	Meeting 12 th	Meeting 19 th	Meeting 26 th	Steering Group (TBC)

*If required. These Traffic and Transport Steering Group meetings will be held if required – please check with the TTF Chair and these meetings are not open to all (Steering Group members only).