



AGENDA FOR THE MEETING OF TOTNES TOWN COUNCIL RECESS COMMITTEE

MONDAY 11TH AUGUST 2025 IN THE GUILDHALL

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

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

You are hereby **SUMMONED** to attend a meeting of the Town Council, on **Monday 11th August 2025** at **6.45pm** for a maximum of 60 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.

3. PLANNING APPLICATION 1926/25/FUL

To consider the following planning application 1926/25/FUL - READVERTISEMENT (Revised proposal & revised plans) Proposed extension to petrol filling station sales building, installation of jet wash facilities, retention of existing shipping container, erection of bin store & associated works. Morrisons Service Station, Station Road, Totnes, TQ9 5JR. Documents attached and see <https://southhams.planning-register.co.uk/Planning/Display/1926/25/FUL>

4. STRATEGY DELIVERY WORKING GROUPS

To consider any urgent recommendation from the Environment and Public Realm Working Group, 30th July 2025 about the Civic Square. Document attached.

5. NEXT MEETING

To note the next meeting date of Monday 1st September 2025 for Full Council, 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.

6. STAFF APPOINTMENT

To ratify the appointment of (personal details). No document:

- a. Assistant Town Maintenance Officer.
- b. Marketing and Communications Officer.

Agenda produced by:

Catherine Marlton

Town Clerk

6th August 2025

USE OF SOUND RECORDINGS AT COUNCIL & COMMITTEE MEETINGS

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

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

ITEM 3 – PLANNING APPLICATION 1926/25/FUL

The planning application from the Motor Fuel Group for Morrisons Service Station on Station Road is for (details taken from the application form and plans):

- Proposed extension to petrol filling station sales building - existing external area is 160 sqm with the proposed extension external area of 63sqm. Materials: masonry brick to matching existing; fully glazed shop front to match existing with auto sliding door with frames to match existing; rear external steel door finished in grey; flat roof.
- Installation of jet wash facilities - four facilities of which three will be covered on existing hard standing with silt traps and plant room. Materials: galvanised steel base plate; aluminium 'H' sections; 4mm toughened glass; Perspex roof sheeting; plant room finished in grey.
- Retention of existing shipping container.
- Erection of bin store. Location is at the end of the extended building and alongside Station Road.
- Associated works e.g. new offset fills [the pipes to refill the fuel tanks]; 3 x bike stands.

The consultation on this application ends on 21st August 2025. The key plans submitted with the application are below:



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1. This drawing has been prepared for the sole purpose of obtaining planning permission.

2. This drawing is to be read in conjunction with drawings numbered:
- | | |
|----------------|------------------------------------|
| 14314-2319-1P | Location Plan |
| 14314-2328-BP | Block Plan |
| 14314-2319-20 | Easting Site Plan |
| 14314-2319-201 | Proposed Site Plan |
| 14314-2319-202 | Existing Sales Building Layout |
| 14314-2319-203 | Existing Sales Building Elevations |
| 14314-2319-204 | Proposed Sales Building Layout |
| 14314-2319-205 | Proposed Sales Building Elevations |
| 14314-2319-206 | Plant Room and Elevations |
| 14314-2319-207 | Exterior Room Elevations |
3. Any advertisements are indicative and are subject to a separate advertisement application
4. Any neighbouring buildings shown on the elevations are indicative and have not been extrapolated from site photographs. They have not been measured.

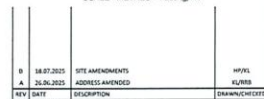
BUILDING EXTERNAL WALLS
Faired brickwork external wall finish.

BUILDING ROOF
Flat roof.

SHOPFRONT
Green aluminium framed glazing with push door

CANOPY
Traditional steel framed canopy over forecourt w/o signage fascia.

SUBFACING
Mixture of concrete and Asphalt, with various drainage channels / gullies.



mbh

Экспертный анализ: Анализ данных, полученных в результате исследования, показал, что...



PROJECT
FS2339 - MORRISONS TOTNES
STATION ROAD,
TOTNES,
TQ9 5GN

DRAWING TITLE
EXISTING SITE PLAN

DRAWN BY HP	DATE 11.06.2025	SCALE 1:200	PAPER SIZE A1
CHECKED BY KL	DRAWING NUMBER 14314-2339-200		REV. B



DRAWING LEGEND

	EXISTING KERB
	PROPOSED KERB
	PROPOSED DROPPED KERB
	DEMOLISHED
	EXISTING LINE WORK
	PROPOSED LINE WORKS
	PROPOSED EV BOLLARD - RAL 5015
	EXISTING FLOOD LIGHT
	PROPOSED FLOOD LIGHT
	EXISTING FENCE LINE
	PROPOSED FENCE LINE

DRAWING NOTES

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GENERAL NOTES

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- This drawing is to be read in conjunction with drawings numbered:

14314-2339-01	Location Plan
14314-2339-02	Block Plan
14314-2339-03	Existing Site Plan
14314-2339-04	Proposed Site Plan
14314-2339-05	Existing Sales Building Layout
14314-2339-06	Existing Sales Building Elevations
14314-2339-07	Proposed Sales Building Layout
14314-2339-08	Proposed Sales Building Elevations
14314-2339-09	Proposed Sales Building Elevations
14314-2339-10	Proposed Sales Building Elevations
14314-2339-11	Plant Room Elevations
- Any advertisements are indicative and are subject to a separate advertisement application.
- Any neighbouring buildings shown on the elevations are diagrammatic and have been extrapolated from site photographs. They have not been measured.

SCHEDULE OF PROPOSED FINISHES

BUILDING EXTERNAL WALLS

Masonry brickwork to match existing external finish. Entire building to be decorated Grey RAL 7016

BUILDING ROOF

Existing sales building flat roof to be retained. New flat roof to be installed over proposed extension.

SHOWFRONT

Put new Showfront frames to be finished in Grey (RAL7016). New fully glazed, single auto-sliding door, frames to be finished in Grey (RAL 7016)

CANOPY

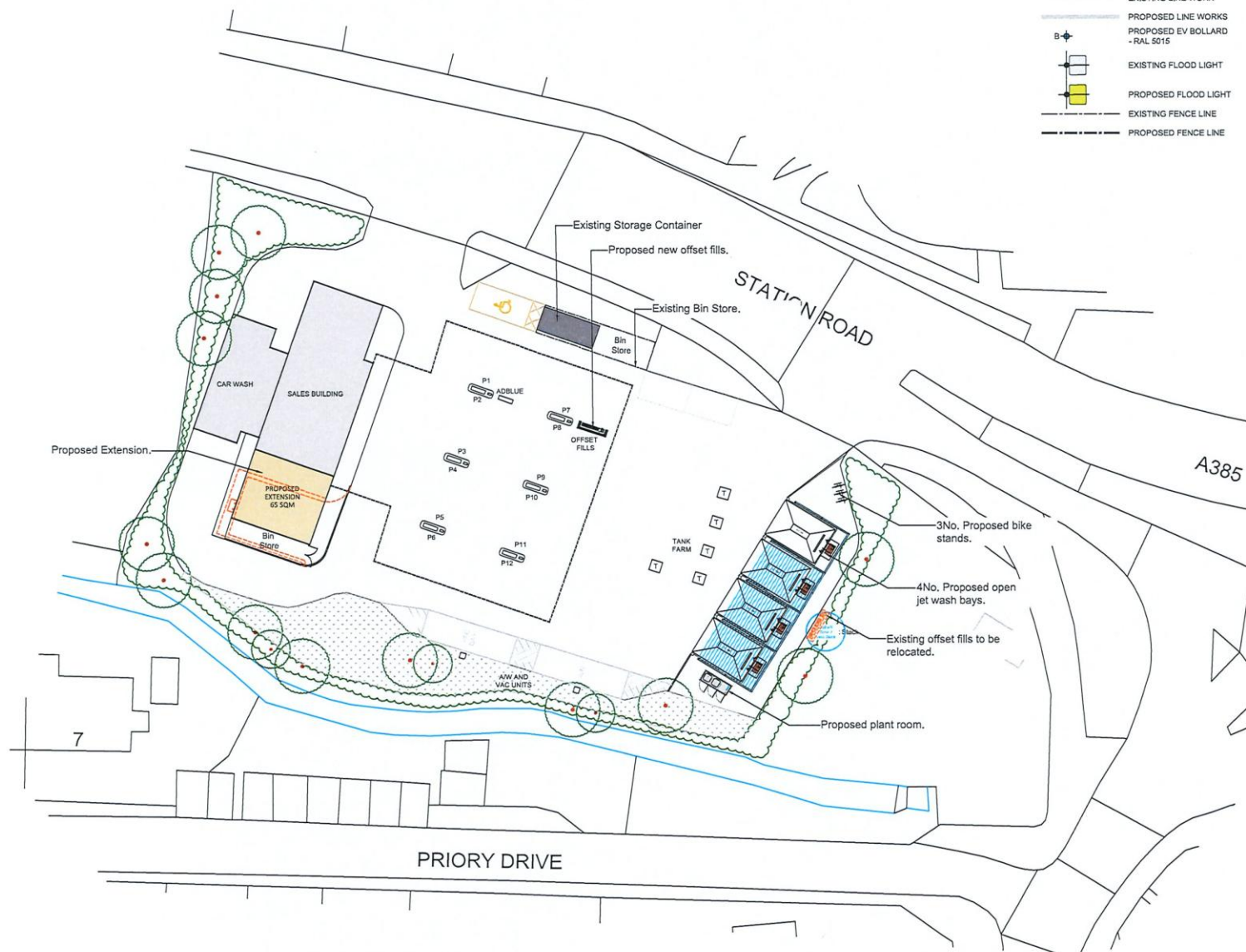
Traditional steel framed canopy over forecourt w/o signage to be retained as is.

SURFACING

Existing forecourt surfacing retained as is. Install Asphalt to new footpath and kerbed areas.

BIN STORE

Proposed new bin store



0 10 20
SCALE - METRES - 1:200 @ A1

B	14.07.2025	CONTAINER ADDED	KL/MS
A	26.06.2025	ADDRESS AMENDED	KL/MS
REV	DATE	DESCRIPTION	DRAWN/CHECKED

REVISION NOTES

PLANNING



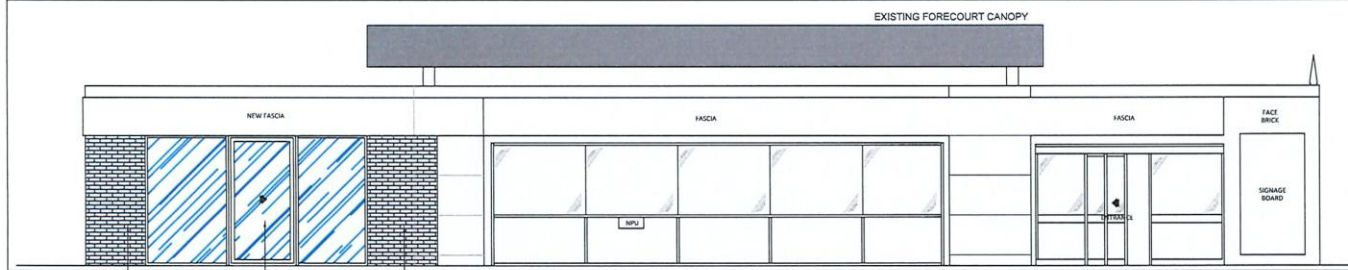
KMR Design Studio Ltd.
Units 10-11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100
www.kmrdesignstudio.co.uk P: 01752 442 271 E: info@kmrdesignstudio.co.uk



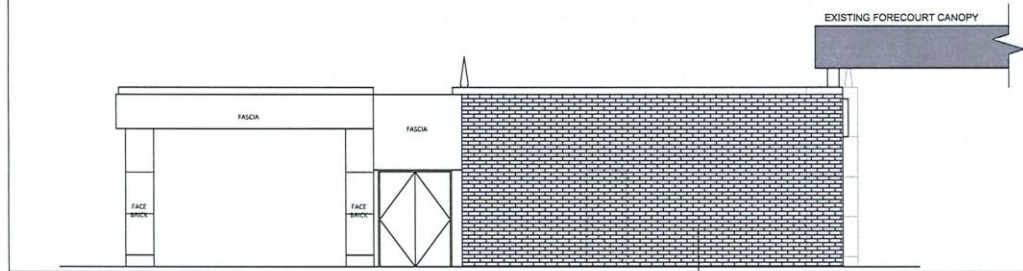
CLIENT
PROJECT
FS2339 - MORRISONS TOTNES
STATION ROAD,
TOTNES,
TQ9 5GN

DRAWING TITLE
PROPOSED SITE PLAN

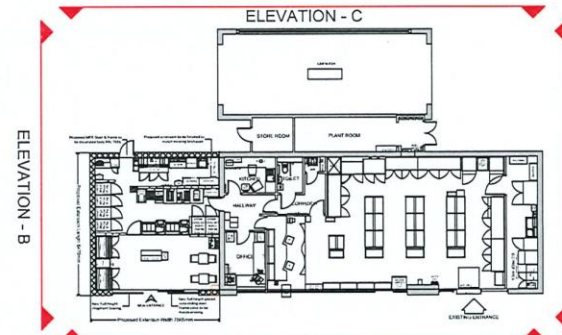
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HP	11.06.2025	1:200	A1
CHECKED BY	DRAWING NUMBER	REV.	
KL	14314-2339-201	B	



PROPOSED SALES BUILDING - ELEVATION A
SCALE 1:50

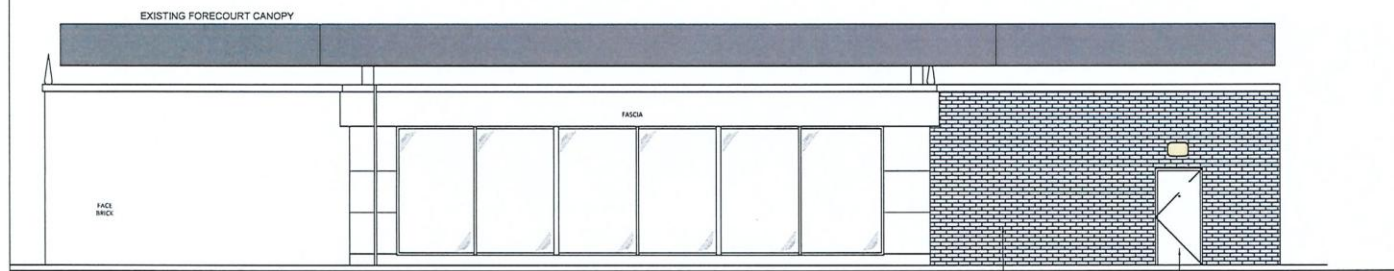


PROPOSED SALES BUILDING - ELEVATION B
SCALE 1:50

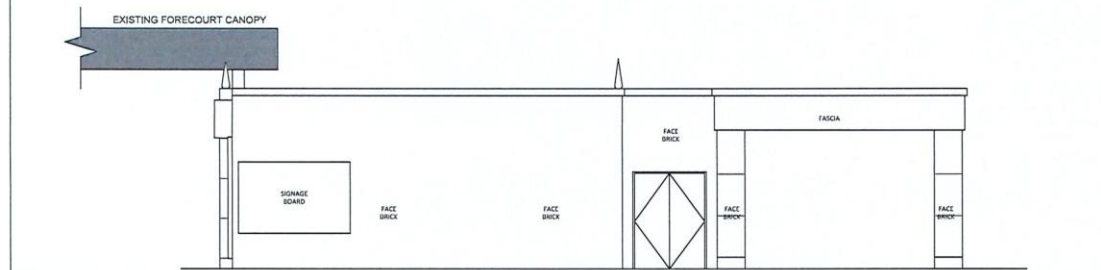


ELEVATION - A

PROPOSED SALES BUILDING
SCALE - 1:100



PROPOSED SALES BUILDING - ELEVATION C
SCALE 1:50

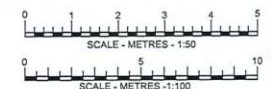


PROPOSED SALES BUILDING - ELEVATION D
SCALE 1:50

DRAWING NOTES
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14314-2339-06 Existing Sales Building Elevations
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14314-2339-09 Proposed Sales Building Elevations
14314-2339-10 Proposed Sales Building Elevations
14314-2339-11 Proposed Sales Building Elevations
14314-2339-12 Proposed Sales Building Elevations
14314-2339-13 Proposed Sales Building Elevations
14314-2339-14 Proposed Sales Building Elevations
14314-2339-15 Proposed Sales Building Elevations
14314-2339-16 Proposed Sales Building Elevations
14314-2339-17 Proposed Sales Building Elevations
14314-2339-18 Proposed Sales Building Elevations
14314-2339-19 Proposed Sales Building Elevations
14314-2339-20 Proposed Sales Building Elevations
14314-2339-21 Proposed Sales Building Elevations
14314-2339-22 Proposed Sales Building Elevations
14314-2339-23 Proposed Sales Building Elevations
14314-2339-24 Proposed Sales Building Elevations
14314-2339-25 Proposed Sales Building Elevations
14314-2339-26 Proposed Sales Building Elevations
14314-2339-27 Proposed Sales Building Elevations
 - Any advertisements are indicative and are subject to a separate advertisement application.
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- SCHEDULE OF PROPOSED FINISHES**
- BUILDING EXTERNAL WALLS**
Masonry brickwork to match existing external finish. Entire building to be decorated Grey RAL 7016.
- BUILDING ROOF**
Existing sales building flat roof to be retained. New flat roof to be installed over proposed extension.
- SHOPFRONT**
Part New Shopfront frames to be finished in Grey (RAL7016).
New fully glazed, single auto-sliding door, frames to be finished in Grey (RAL 7016).
- CANOPY**
Traditional steel framed canopy over forecourt w/o signage to be retained as is.
- SURFACING**
Existing forecourt surfacing retained as is. Install Asphalt to new footpath and kerbed areas.
- BIN STORE**
Proposed new bin store



REV	DATE	DESCRIPTION	DRAWN/CHECKED
B	11.07.2025	PLANNING AMENDMENTS	KL/RRS
A	26.06.2025	ADDRESS AMENDED	KL/RRS

REVISIONS/NOTES:

PLANNING

mbh

Motor Design Studio Ltd.
14314-2339-01 Location Plan
14314-2339-02 Block Plan
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14314-2339-11 Proposed Sales Building Elevations
14314-2339-12 Proposed Sales Building Elevations
14314-2339-13 Proposed Sales Building Elevations
14314-2339-14 Proposed Sales Building Elevations
14314-2339-15 Proposed Sales Building Elevations
14314-2339-16 Proposed Sales Building Elevations
14314-2339-17 Proposed Sales Building Elevations
14314-2339-18 Proposed Sales Building Elevations
14314-2339-19 Proposed Sales Building Elevations
14314-2339-20 Proposed Sales Building Elevations
14314-2339-21 Proposed Sales Building Elevations
14314-2339-22 Proposed Sales Building Elevations
14314-2339-23 Proposed Sales Building Elevations
14314-2339-24 Proposed Sales Building Elevations
14314-2339-25 Proposed Sales Building Elevations
14314-2339-26 Proposed Sales Building Elevations
14314-2339-27 Proposed Sales Building Elevations

CLIENT

mfg
motor fuel group

PROJECT

FS2339 - MORRISONS TOTNES
STATION ROAD,
TOTNES,
TQ9 5GN

DRAWING TITLE

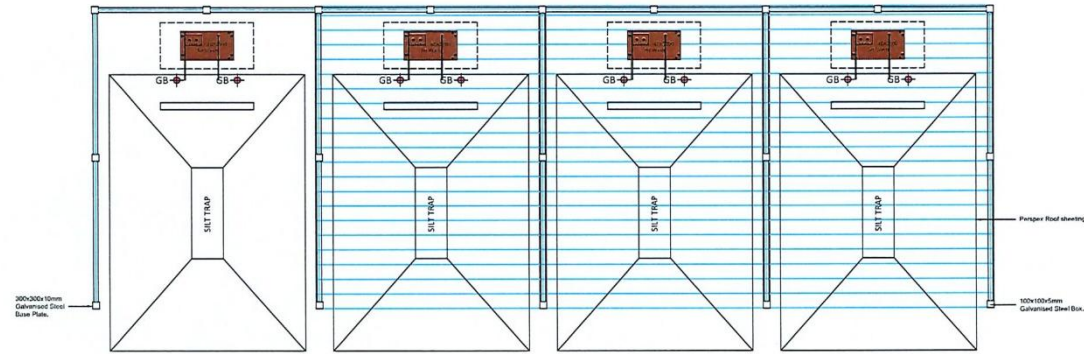
PROPOSED SALES BUILDING ELEVATIONS

DRAWN BY	DATE	SCALE	PAPER SIZE
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CHECKED BY	DRAWING NUMBER	REV.	
KL	14314-2339-205	B	

ELEVATION - C - SOUTH EAST

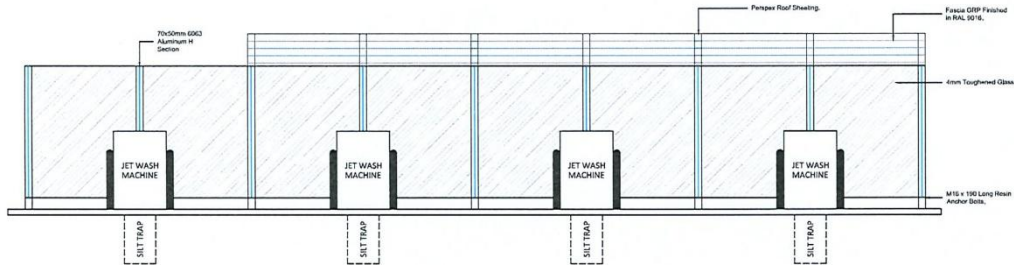
ELEVATION - B - NORTH EAST

ELEVATION - D - SOUTH WEST

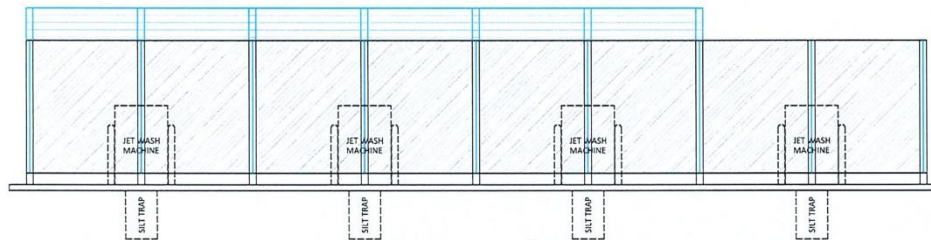


ELEVATION - A - NORTH WEST

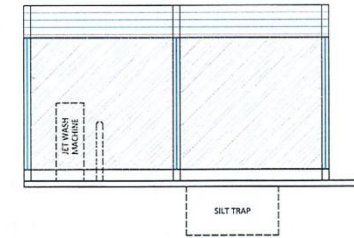
JET WASH
SCALE - 1:50



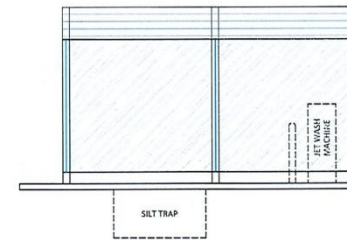
JET WASH - ELEVATION A - NORTH WEST
SCALE - 1:50



JET WASH - ELEVATION C - SOUTH EAST
SCALE - 1:50



JET WASH - ELEVATION B - NORTH EAST
SCALE - 1:50



JET WASH - ELEVATION D - SOUTH WEST
SCALE - 1:50

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SCALE - METRES - 1:50

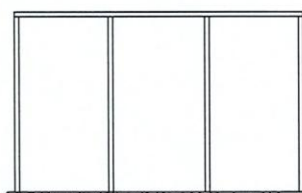
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B	11.07.2025	PLANNING AMENDMENTS	KL/MB
A	26.06.2025	ADDRESS AMENDED	KL/MB

<p>PLANNING</p> <p>mbh</p> <p>10th Garsington Road, Oxford, OX4 1JF 01865 812345 www.mbh-studio.co.uk</p>			
<p>CLIENT</p> <p>mfg motor fuel group</p>			
<p>PROJECT</p> <p>FS2339 - MORRISONS TOTNES STATION ROAD, TOTNES, TQ9 5GN</p>			
<p>DRAWING TITLE</p> <p>JET WASH PLAN AND ELEVATIONS</p>			
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CHECKED BY	DRAWING NUMBER	REV.	
KL	14314-2339-206	B	

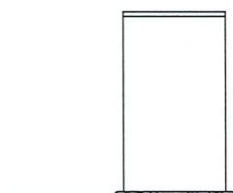
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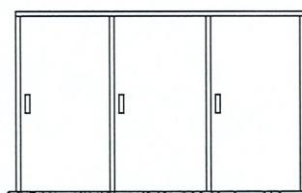
PLANT ROOM
 ELEVATION A - **NORTH WEST**
 SCALE - 1:50



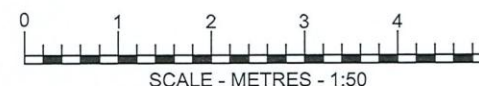
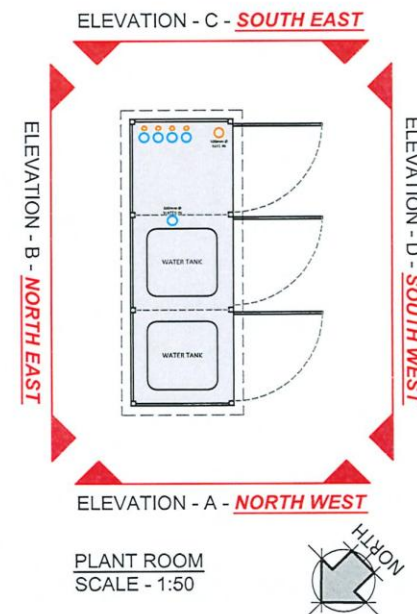
PLANT ROOM
 ELEVATION B - **NORTH EAST**
 SCALE - 1:50



PLANT ROOM
 ELEVATION C - **SOUTH EAST**
 SCALE - 1:50



PLANT ROOM
 ELEVATION D - **SOUTH WEST**
 SCALE - 1:50



REV	DATE	DESCRIPTION	DRAWN/CHECKED
B	11.07.2024	PLANNING AMENDMENTS	KL/MB
A	26.06.2023	ADDRESS AMENDED	KL/MB
REVISION NOTES			
PLANNING			
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CLIENT			
PROJECT			
FS2339 - MORRISONS TOTNES STATION ROAD, TOTNES, TQ9 5GN			
DRAWING TITLE			
PLANT ROOM ELEVATIONS			
DRAWN BY	DATE	SCALE	PAPER SIZE
HP	11.06.2025	1:50	A3
CHECKED BY	DRAWING NUMBER	REV.	
KL	14314-2339-207	B	

ITEM 4 – STRATEGY DELIVERY WORKING GROUPS

Environment and Public Realm Working Group – proposed Civic Square resurfacing work planned by SHDC and make any recommendation to the Recess Committee.

It was **AGREED** that the proposed resurfacing solution needs wider discussion and consideration by the Recess Committee. Following the site visit immediately before this meeting the following points should be considered:

- Delighted that funding has been found for works but feel that what is being proposed is not the best use of money.
- Concern that the different setts will mean that patching of the areas will still show up/stick out. Separate sections using either old or new sets would be a uniform contrast (rather than having a mix of both).
- Has a clean of the original setts been carried out to check the colour for matching with the new setts?
- Removal of all setts and replace with a concrete (like underneath the Civic Hall) or a resin-bound surface which colour matches to the setts in the wider square. A quote/cost for these alternatives is requested from SHDC (to compare with the proposed sett costs).
- If an alternative surface is considered, TTC could retain the old setts to carry out repairs to the wider square in the future.