



MINUTES FOR THE TOWN MATTERS COMMITTEE

MONDAY 24TH NOVEMBER 2025 IN THE GUILDHALL

Present: Councillors N Roberts (Chair), L Auletta (from 18.35), C Beavis, J Chinnock, J Cummings, D Peters, A Presswell and E Price.

Apologies: Cllr Collinson.

Not Present: Cllr Robshaw

In Attendance: Members of the public, 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 Roberts 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

Representatives from The Heritage Trust explained the background to the William Wills project, looking to put together a more comprehensive display of information in the area of the current display [outside of the Council Chamber door]. The proposed information will provide a more balanced portrayal of the expedition that reflects the post-colonial environment. The Heritage Trust is also looking to make contact with descendants of the indigenous people in Australia who assisted the expedition and saved one of its members and would like a Cllr to help with this liaison. Cllrs asked: whether the space is sufficient for the proposed new display to cover all the topics that the Trust plans; what would the display look like – it needs to be in keeping with the building; if any other venues for displays had been considered, for example Totnes Museum or the library (which is open all year round).

The Committee reconvened.

2. CONFIRMATION OF MINUTES

To approve the minutes of 22nd September 2025 and update on any matters arising.

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

Item 3b Public Realm– Planter Audit. It was **RESOLVED** by Full Council to accept the proposed retentions, removals and actions as listed.

Picnic Benches (PRD2.Q). It was **RESOLVED** by Full Council that the Town Council offers two rectangular picnic tables to South Hams District Council (SHDC) to be installed in the vicinity of the skate park, location to be agreed between the Mayor, Skate Park Community Group and SHDC.

XL Bins (PRD2.F). It was **RESOLVED** by Full Council that the two XL heritage bins are installed outside Firefly/Happy Apple on High Street; and to the rear of the Civic Hall.

Item 6 – Universal Toilets. It was **RESOLVED** that the Council writes to South Hams District Council (SHDC) requesting that it considers extending the provision of RADAR keys to transgender people on request.

Item 4. Community Audit Brief. It was **RESOLVED** that the Council commissions the audit and uses a named consultant.

Item 5. Mobility aid warnings for narrow pavements. It was **RESOLVED** by Full Council to place friendly warnings on the planter and bollards, place information on the Town Council website and make a referral to Devon Highways requesting signage.

It was **AGREED** to bring forward item 4.

4. WILLIAM WILLS PROJECT

To consider a proposal from the Totnes Heritage Trust to work with the Town Council on a project on William Wills including: updating the information displays in the Guildhall; and forming links with the First Nation Yandruwandha on their descendant's role in the expedition.

Cllr Price declared a personal interest. The Committee discussed the information that the Heritage Trust members had presented. To **RECOMMEND** to Full Council that:

- It supports the proposed update to the Burke and Wills display space, led by the Heritage Trust;
- A nominated Cllr representative works closely with the Heritage Trust on how the display will look and its content, updating Council to ensure that it is in keeping with the building; and
- The nominated Cllr works with the Heritage Trust to liaise with the First Nation people in Australia.

3. STRATEGY DELIVERY GROUP AND WORKING GROUP

To consider any recommendations and note the minutes from the following (documents attached):

a. Community Working Group, 14th October 2025.

Noted.

b. Economy Working Group, 8th October 2025.

Noted. Cllr Roberts gave a quick update on the Community Economic Plan work.

c. Environment and Public Realm Working Group, 19th November 2025.

Noted. To make the following recommendations from the 19th November 2025 meeting:

Item 3a – **Notice Board (PRD2.L).** To **RECOMMEND** to Full Council that the larger notice board is installed under the Civic Hall on the wall and that the smaller notice board currently on the Civic Hall fire door is relocated to the outer red door to the Council Offices.

Item 3c - **Railway Bridge (PRD2.P)**. To **RECOMMEND** to Full Council that TTC officer time is allocated to obtain quotes for painting the railway bridge in two colours (framework in one colour, panels another) which will need to include a pavement/footway closure application.

Item 3d – **XL Bins (PRD2.F)**. It was **AGREED** to forward to District Councillors the latest email requesting permission for the installation of the XL bins and ongoing litter issues outside Happy Apple.

5. VIRE COMMITTEE PRESIDENT

To consider a request from the Vire Twinning Association for the Mayor to be the president of the organisation and make a recommendation to Full Council.

To **RECOMMEND** to Full Council that the Mayor becomes the ex officio President of the Vire Twinning Association.

6. 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 open spaces and greenways maps (standing item).

Cllr Auletta presented the latest greenways map and asked members to pass any additional path information to her for inclusion. There will be a refresh following comments received from Totnes Ramblers. There was also discussion of re-numbering the greenways serials to correspond to the existing footpaths wherever possible to reduce confusion. The final maps will form an appendix to the OSSRW Plan.

Cllr Presswell spoke about the number of benches on Longmarsh which are well used and the potential for a third bench at the end of the pathway. It was **AGREED** that this should be taken to Berry Pomeroy Parish Council for consideration and that any additional bench should be timber to be in keeping with the existing benches.

7. LINK COUNCILLOR REPORTS

To consider link councillor reports from Committee members.

Cllr Presswell updated on a visit to the museum and the condition of the building that is likely to need significant future investment both inside and out.

8. DATE OF NEXT MEETING

To note the date of the next meeting of the Town Matters Committee – Monday 26th January 2026 at 6.30pm.

Noted.

The meeting closed at 7.50pm.

Sara Halliday
Governance and Projects Manager
November 2025