



AGENDA FOR THE MEETING OF TOTNES TOWN COUNCIL

MONDAY 2ND MARCH 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 2nd March 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 – no document.
- d. District Cllr Presswell – documents attached [page 3].

The Council will convene to consider the following items:

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 2nd February 2026 – document attached [page 5].

To note the following minutes:

- b. Council Matters Committee 9th February 2026 – document attached [page 12].
- c. Planning Committee 16th February 2026 – document attached [page 16].

4. 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 21):

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

- a. Full Council 2nd February 2026.
- b. Council Matters Committee 9th February 2026.
- c. Planning Committee 16th February 2026.

5. STRATEGY DELIVERY WORKING GROUP UPDATES

To receive an update from the Chairs of the Strategy Delivery Working Group Chairs. Verbal update.

6. DEVON, PLYMOUTH AND TORBAY: LOCAL GOVERNMENT REORGANISATION CONSULTATION

To consider the 'Devon, Plymouth and Torbay: Local Government Reorganisation' consultation and any response (deadline 26th March 2026). Document attached [page 22] and see

<https://www.gov.uk/government/consultations/local-government-reorganisation-in-devon-plymouth-and-torbay>

7. COUNCIL RISK ASSESSMENTS

To consider a summary of the Council's Risk Assessments. Document attached [page 35].

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

To note a list of upcoming meeting dates, Council communications points and link Councillor/Councillor representatives on outside bodies updates. Document attached [page 42].

9. NEXT MEETING

To note the next meeting date of Monday 13th April 2026 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.

10. CONFIDENTIAL ITEMS FROM COMMITTEE (Standing Item)

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

Agenda produced by:

Catherine Marlton

Town Clerk

25th February 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.

District Councillor Report for Totnes Town Council

from Cllr Anna Presswell

25/02/2026

South Dartmoor Community Energy Presentation

A presentation was given to the Overview and Scrutiny Committee including the following poignant points.

In the South Hams:

- 11.4% of households are in fuel poverty **(1:10)**
- 63% Homes are EPC rated D or below (are NOT energy efficient), **more than half**
- 27% Failed to meet the Decent Homes Standard, **almost a third**
- 38% of Rural properties are OFF mains gas therefore much higher fuel bills

Training is given to community members in the use of Thermal Imaging cameras, so residents can identify cool spots in their homes. The information is referred back to SDCE with the specific information and a free house visit is arranged if requested, and free advice given.

SDCE can provide free retrofit advice to all types of residence, and for those low income families can direct them to grant funded schemes, for reduced if not free help. They work alongside the Food Banks and Citizens Advice Bureau and inter-refer.

So please ask your neighbours/residents if they are managing – there is a large amount of free support to help.

Report highlights from the Chair of Health and Wellbeing - County Councillor Ged Yardy

One of the main challenges for the future, is our older population of 75+ years, rising to 20% in 15-20 years' time. Alongside this there are massive inequalities within Devon.

- Life expectancy is 15 years less in Ilfracombe as opposed to somewhere like Exmouth
- Long term health illness is 8.1% of the population in Exeter compared to .8% in the rural areas
- Child Poverty 46.4% in Exeter and 1.7% in places such as Wembury

The Devon Health and Wellbeing Board are updating their Joint Health and Wellbeing Strategy with particular focus on Joint Strategic Needs and Pharmaceutical Needs Assessments. Their main focus is on integration. One of their goals will be Neighbourhood Health Planning.

I asked questions on Dentistry and Hospital Transport.

Dentistry: – The Integrated Care Board now combined with Cornwall, after a huge drop in staffing numbers. They are producing their strategy of moving forward with Dentistry proposals with different initiatives. They are only addressing those that are most in need, but not the 50% that are happy or not to go and see a private dentist. There is still a fundamental issue with the Dental contract that needs further improvement, but this comes from Government, which the board try and influence as much as is possible.

I hope to have a paper to circulate to you as a summary of the response from those commissioning the dental services. These initiatives that are focusing on children, prevention and urgent care.

Fundamentally their needs to be a different dental contract from the government. [*See separate document.*]

Hospital transport: The Health and Wellbeing board support transport initiatives to get access to services aiming for no DNA's (did not attend), but central government provides the funding and the board are pushing for regular funding for further bus routes to hospitals that are staffed and not run solely by volunteers.

Bridgetown Catbikes

District presented four further potential sites and of those, two sites have been agreed by Bridgetown Alive. We hope to have these in place by the spring.

Wheelchair access circular route – Long Marsh

Additional grant funding is being sought by District to support the path improvements – to complete the circular route.

Homeless forum

I will be having a conversation at length with the Senior officer dealing with homelessness in the South Hams. My idea of an online forum to share processes, overlaps, vulnerabilities between the various organisations was not deemed necessary as these already exist. My concern was raised when an individual was not put in a safe environment by the SWET system (when temperatures drop below freezing). He was given a sleeping bag and a tent by a resident in town, as accommodation was not forthcoming, due to an 'assessment' that could not have been done until the following day. I will share the outcome of this conversation at the meeting, with clear pathways of help.



DRAFT MINUTES FOR THE MEETING OF TOTNES TOWN COUNCIL
MONDAY 2ND FEBRUARY 2026 IN THE GUILDHALL

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

Apologies: Cllrs Bennett and Smallridge.

In Attendance: Members of the public, District Councillor Birch, C Marilton (Town Clerk) and P Bethel (Town Sergeant).

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 Traffic and Transport Forum, passing on her thanks to the Chair of the group; the Devon County Council Community Protocol; air quality discussions with the Public Health Officer; concerns about some Devon County Council assets; and liaising with the Environment Agency and Devon County Council about flood mitigation measures (an incident report for the recent Warlands flooding is being prepared).

b. District Cllr Allen had not submitted a report and was not present.

c. District Cllr Birch (DCllr) had submitted a report and updated on: the budget challenges faced by South Hams District Council which are being managed from reserves rather than through cuts in services; and outlined the disparity of central Government investment in the South West in comparison to other areas.

d. District Cllr Presswell had submitted a report and Councillors asked about: the cutting back of laurel bushes on Heath Way; Longmarsh boardwalk - a fallen tree across it which needs signage, and non-slip coatings need to be applied to the boardwalk itself; and concerns about the waste capacity of the proposed dual waste bins to be installed in the town.

The Council reconvened.

3. CLERK'S REPORT

To note the Clerk's Report for November and December 2025 and January 2026 (general updates and correspondence).

Noted.

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 5th January 2026.

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

To note the following minutes:

b. Council Matters Committee 12th January 2026.

Noted.

c. Planning Committee 19th January 2026.

Noted.

d. Town Matters Committee 26th January 2026.

Noted.

5. 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 5th January 2026.

No matters arising.

b. Council Matters Committee 12th January 2026

Item 6. Safeguarding Policy – It was **RESOLVED** that the revised Safeguarding Policy is adopted.

Item 7. Artificial Intelligence (AI) Use Policy – It was **RESOLVED** that the Responsible and Safe Use of AI policy is adopted.

Item 8. Members IT and Data Protection Policy – It was **RESOLVED** that the Members IT and Data Protection Policy is adopted.

c. Planning Committee 19th January 20265

Item 4. Devon County Council Community Protocol – It was **RESOLVED** that the following points are passed to the County Councillor:

- Concern that there is one protocol to cover both the wardens and traffic measures, which are different schemes.
- Document content – lacking in detail, with embedded links not working or reference to documents that cannot be found on the DCC website.
- Training – inadequate training is currently offered for the voluntary warden roles.
- Insurance – concerns about the personal liability of volunteer wardens. For example, snow wardens who may spread grit - if an accident/injury occurs, are they personally liable?
- Emergency Planning – little cross-reference to the warden roles in emergency planning situations.
- No mention of vehicle activated sign installation, which would be of use to many parishes and towns.
- Concern that if a town/parish were to sign up to this document for warden scheme, does this then mean that they accept liability to self-fund road schemes and traffic calming? The introduction of a box check system to say which elements of the protocol a town/parish wishes to sign up to (rather than an assumption that it is all elements) would be beneficial and clearer.
- More support is required from Highways Neighbourhood Officers. The most reliable way for towns and parishes to undertake road safety/traffic measures would be to commission DCC on a payment basis to draw up feasible schemes and costs for programmes/proposals. Using external contractors is no guarantee that they will be acceptable to DCC Highways and this approach could help alleviate this problem.

d. Town Matters Committee 26th January 2026.

Item 3b. Environment and Public Realm Working Group.

i. SHDC Asset Refurbishment Plan - bins and benches – It was **RESOLVED** unanimously that the Town Council:

- Bins - writes to South Hams District Council (SHDC) to request the return of the XL heritage style bins purchased by Totnes Town Council when the new bins are installed; and registers its concern about the proposal to remove four of the existing bins on Vire Island as it will increase littering, increasing river pollution and increase the litter picking burden for the SHDC street cleansing operative, and request the retention of two bins at least.
- Benches – writes to SHDC to request that all the replacement benches are in the same style to have conformity – Highland rather than Tivoli design - with the Town Council content to pay the difference in purchase cost; and that the Town Council funds the bench proposed for removal on Vire Island and a new bench to be installed in Heath Gardens along the footway/hedge.
- Benches – to request permission from Devon Highways to install two new benches on The Plains near the taxi rank and on Fore Street [see minutes for images of the proposed locations].

ii. Borough Park Vision - It was **RESOLVED** unanimously that the Council's priority for SHDC and S106 investment in Borough Park is resurfacing and enhancement of the multi-use games area (MUGA); and that other areas to be considered for investment are: the Station Road entrances to the park; and solar lighting for the skate park and MUGA.

iii. Vire Island - It was **RESOLVED** that the Council makes a request to South Hams District Council to begin a programme of laurel removal on Vire Island and planting of hazel in its place.

Item 4. Devon Libraries Consultation. It was **RESOLVED** unanimously that the Council submits its own letter to Devon County Council as part of the consultation (not as a signatory to the Dartmouth Town Council letter). The wording of the draft letter was **AGREED** (see Annex A).

Item 5. South Hams District Council Climate National Emergency Briefing Motion - It was **RESOLVED** that the points in the SHDC motion are adopted by Totnes Town Council; and that the Town Council puts out its own communications on support for the Climate National Emergency Briefing.

1. It supports the work and message of the National Emergency Briefing and calls on the government, politicians, businesses and organisations to heed its call for effective and urgent action.
2. It recognises and thanks Nick and Simon Oldridge for all the hard work they are putting into raising awareness of the real and imminent threats of climate change.
3. It will ask that all members of the UK100 network of Local Authorities consider passing similar motions that support the National Emergency Briefing initiative.
4. It reaffirms the Climate and Biodiversity Emergency it declared in 2020 and recognises that with the passage of 5 years the climate crisis has deepened and it is more important than ever to be guided by that declaration in everything the Council does.

6. STRATEGY DELIVERY WORKING GROUP UPDATES

To receive an update from the Chairs of the Strategy Delivery Working Group Chairs.

Informal updates were given by the Chairs which were noted. In summary:

Economy Working Group – Cllr Roberts updated that the first Business Forum has been held and was well attended. There was discussion about pedestrian safety which Cllrs Roberts and Auletta explained is part of a Traffic and Transport project.

Environment and Public Realm Working Group – Cllr Hodgson briefed on a positive meeting on Borough Park with the South Hams District Council officer who is trying to secure capital funding for improvements. Cllr Collinson asked that pathways are considered to improve accessibility as part of discussions.

Community Working Group – no updates.

7. 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. In her Link Councillor role, Cllr Price updated on the KEVICC Elmhirst site which has now had permission from the Secretary of State for Education for the site to be sold. Kennicot will no longer form part of the sale as the Sixth Form is remaining and the Bothy has been converted and upgraded to provide SEN education places. There is an education organisation interested in the Lowerfield school buildings, although no further details are available at this time. The possibility of considering Biodiversity Net Gain fundings as way of securing parts of the site was discussed. It was **AGREED** to table this through the Environment and Public Realm Working Group.

8. NEXT MEETING

To note the next meeting dates of Monday 2nd March 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)*

9. CONFIDENTIAL ITEMS FROM COMMITTEE (Standing Item)

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

Council Matters Committee - It was **RESOLVED** by majority that the Town Clerk would meet with the member of staff involved to discuss the proposals on adjusting hours and priorities.

10. GUILDHALL WALL

To note an update on the structural survey carried out on the Guildhall Wall and the remedial works required (commercial).

It was **RESOLVED** unanimously to grant Council Matters delegated authority to consider a report on the remedial works required and to approve a way forward and expenditure as needed, on this basis the work is urgent and a matter of health and safety.

11. COMMUNITY ECONOMIC PLAN PROJECTS

To note a report on the Community Economic Plan’s proposed projects and how this aligns with the Town Council’s strategic objectives (staffing).

Noted.

The meeting closed at 9.30pm.

Cllr Matt Trant
Chair

Annex A - DCC LIBRARIES CONSULTATION: TOTNES TOWN COUNCIL LETTER OF REPRESENTATION

At the meeting of Full Council on Monday 2nd February 2026, Totnes Town Council considered the Devon County Council consultation ‘Shaping the Future of Devon’s Library Service’. Totnes Town Council is concerned that the consultation materials focus primarily on the operational configuration of the library service, without sufficiently recognising the wider public value that libraries provide as part of Devon’s social, health and community infrastructure. Modern libraries are no longer solely repositories of books; they are trusted, inclusive civic spaces that support learning, wellbeing, inclusion, digital access and community resilience. In a context of rising health inequalities, loneliness, digital exclusion and cost-of-living pressures, libraries play a preventative role that reduces pressure on other public services. They offer free access to information, connectivity, warmth, skilled staff support and informal social contact, all of which are known contributors to population health and wellbeing. These wider benefits are particularly important for people who are older, on low incomes, digitally excluded, socially isolated, or otherwise vulnerable. Totnes Library exemplifies this expanded civic role and should be understood not only as a library service, but as a key part of the town’s community and wellbeing ecosystem. The building is rare in Totnes in proving

ramp access and an internal lift which makes physical access to those with mobility needs and young children possible to a library space that has sufficient room for people to be able to manoeuvre around. Our view is that any proposed changes to staffing models, opening hours or access arrangements therefore need to be considered in terms of their impact on the library's ability to continue fulfilling this wider civic role, as well as proposing to do so in 2026 which is designated the National Year of Reading.

Role of the Library in Totnes – the current location of Totnes Library provides a central location, accessible to all, with knowledgeable staff and good facilities. There is sufficient space to accommodate a number of activities that enrich the lives of all ages of the community in Totnes, from the toddlers 'Bounce and Rhyme' sessions to the Knit and Natter Group, IT help sessions and for groups such as the British Sign Language conversation group, weekly visits from Bidwell Brook Special Education School, the Death Café, Book Chat informal reading group. Totnes Library also provides a safe, warm space for five days a week which is open to all (particularly the lonely and vulnerable) to access - this secondary role performed by the library as a community hub helps to address social and health needs and is a role that Devon County Council should be looking to strengthen, not weaken.

Proposed Opening Hours – Whilst there is a proposed minimal reduction in hours at Totnes from 38 hours to 34.5 hours per week, this will have an impact on the regular users of the library, and there are concerns that this could be the beginning of more radical cuts to the service in the town in the future. Beyond its existing activities, the library provides an essential informal safety net. As a free, warm, welcoming and supervised space, it offers dignity and choice to people who may not otherwise access support services. During recent periods of acute pressure — including the COVID-19 pandemic and the current cost-of-living crisis — libraries have demonstrated their value as resilient community assets, supporting public health messaging, digital access and social connection. This role should be explicitly recognised and strengthened in future service planning.

Library Hub – Totnes already serves as an informal hub for many of the neighbouring villages, a number of which have seen an increase in resident numbers through house building in recent years. In serving as a formal Library Hub, it means that Totnes library will be busier, and facilities like the IT equipment that is often booked up will become even more popular through access by those from neighbouring towns and villages facing a cut in hours. The level of some of the proposed reductions in opening hours in other towns is of concern to the Town Council, particularly for those with accessibility needs and who may be reliant on infrequent and in some places non-existent public transport links to get to Totnes to access the hub library.

Community Library – The value added to the library by the paid staff should not be underestimated. The specialist knowledge that the Libraries Unlimited employees provide, supplemented by volunteers, ranges from being able to help locate or order in a book/resource, assist with IT, printing, photocopying, to providing weekly story telling events or facilitating community groups in a safe and warm environment. The paid library staff are trained to deal sensitively with vulnerable members of the public who are struggling with mental health problems and other challenges, which volunteers are not. In addition, the paid staff are also trained to respond appropriately to instances of antisocial behaviour or medical emergencies, which do occur in libraries from time-to-time. A Community Library run by volunteers would simply not have this level of expertise, or guaranteed opening hours. Nor is there any detail of how, for example, access to books/resources outside of those physically held in your local library work (e.g. inter-library loans). A move to a solely volunteer-based library system would mean job losses and considerable risk to being able to sustain a library in a larger town

like Totnes where we know that local community groups are currently struggling to secure sufficient volunteers to provide the service that they strive to deliver.

Open Access Libraries – Concerns that operating an unstaffed facility could see: the space being misused; the theft of books and IT equipment; the building damaged leading to costly repairs; the library potentially becoming a space that no longer feels safely accessible for all people to use, particularly young adults and vulnerable people.

Totnes Town Council notes that Devon County Council states that an Equality Impact Assessment (EIA) has been undertaken in relation to the proposed changes. However, the Council has been unable to locate this assessment on the consultation website or within the published materials. Given the potential impacts of reduced staffed hours, increased reliance on hub provision, open-access libraries and volunteer-led models on vulnerable groups — including older people, disabled residents, those with mental health needs, people experiencing poverty and those who are digitally excluded — it is essential that the EIA is made publicly available and clearly referenced within the consultation. If it has been published, it is not currently easy to locate or readily accessible. Without access to this assessment, it is difficult for respondents to understand how equality considerations have informed the proposals or to have confidence that the impacts on those most reliant on library services have been fully considered.



DRAFT MINUTES FOR THE MEETING OF COUNCIL MATTERS MONDAY 9TH FEBRUARY 2026 AT 6.30PM IN THE GUILDHALL

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

Apologies: Cllr M Trant.

In Attendance: C Marlton (Town Clerk).

1. APOLOGIES FOR ABSENCE

The Chair read 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

There were no members of the public present.

The Committee reconvened.

2. CONFIRMATION OF MINUTES

To approve the minutes of 12th January 2026 and update on any matters arising.

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

3. BUDGET MONITOR

To consider the Budget Monitor.

The budget monitor was **AGREED** unanimously.

4. STRATEGY DELIVERY WORKING GROUPS

To consider any budgetary recommendations from:

a. Environment and Public Realm Working Group, 21st January 2026.

Cemetery – Wild Area Maintenance. It was **AGREED** unanimously that £495 is allocated from the Climate Change Projects budget for the proposed late-April topping cut/frame/general tidy of the site.

Public Realm - SHDC Asset Refurbishment Plan (Bins and Benches). It was **AGREED** unanimously that funding is allocated from the Town Improvement Fund for:

- Purchase of two benches as part of the SHDC work at Vire Island and Heath Gardens (approx. £1k).

- Funding the difference in cost of SHDC installing Highlands rather than Tivoli benches (approx. £1k).
- Purchase of two benches for installation on Fore Street and The Plains once Devon Highways approval has been received (approx. £1k).

b. Economy Working Group, 4th February 2026.

Fringe Festival – It was **AGREED unanimously** that the Guildhall be offered to the Fringe Festival for two performances on one date (one afternoon and one evening with a Councillor present, so no staffing implications).

Support for the Totnes Business Forum – It was **AGREED** unanimously that £4000 from the Economy budget (paid incrementally) be confirmed for the setting up and support of the new Business Forum.

Christmas Markets – It was **AGREED** unanimously that the Christmas Markets start on the second Tuesday of December (dates 8th, 15th and 22nd December). This will require the Town Maintenance Team to work on the 23rd December which is the first day of the office Christmas closure.

Littlehempston Cycle Way consideration – It was **AGREED** that £2000 from the Active Travel allocation of the Economy Budget is confirmed for the Littlehempston cycle way.

5. COUNCIL RISK ASSESSMENTS

To consider a summary of the Council’s Risk Assessments.

To **RECOMMEND** to Full Council to note the Council’s Risk Assessment Summary with the following amendments:

- Fire resisting doors in the Civic Hall – it was felt that the remedial works carried out on the doors, in conjunction with the other fire warning system and evacuation plan is sufficient to negate risk.
- Compartmentation of Birdwood House – work on high risk areas such as the electrical cupboard has been completed and the areas hirers have access to have protect escape routes and detection. This was felt sufficient to negate risk without further works to the wider Birdwood building that is listed, and used solely for storage.
- Familiarisation visits by the fire service at the Civic Hall – this is imminent now, the Totnes team were waiting on new recruits joining before undertaking this exercise.
- Fire Extinguisher training – it was felt a desk top based training for staff should be implemented, potentially during one of the monthly team meetings. Advice to staff remains to exit the building in event of fire, not to try to fight it.

6. COUNCIL GRANTS REPORT

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

Noted. The Committee were pleased to see the positive updates and asked for some Council communications to be released about individual cases.

7. GUILDHALL DISPLAY CASES

To consider the minor re-organisation of some Guildhall display cases before the season opens in April.

It was **AGREED** unanimously to re-organise the Guildhall display cases as proposed.

8. CEMETERY FEES

To consider a review of the Cemetery Fees for financial year 2026/27.

It was **AGREED** unanimously to increase the cemetery fees from 1st April 2026 by 2.5 percent.

9. PENSIONS DISCRETION POLICY

To review the Pensions Discretion Policy.

It was **AGREED** to adopt the revised Pensions Discretion Policy.

10. FIXED ASSET REGISTER

To note the Council's Fixed Asset Register.

Noted.

11. DATE OF NEXT MEETING

To note the date of the next meeting of the Council Matters Committee – Monday 9th March 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)*

12. BANK STATEMENTS AND RECONCILIATIONS (Standing Item)

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

These were reviewed and **AGREED** unanimously.

13. GUILDHALL GARAGE OWNERSHIP

To consider an update on the ownership of the Guildhall Garage (legal).

To **RECOMMEND** to Full Council that the response to South Hams District Council (SHDC) is that: 'Councillors would prefer a wider conversation about asset transfers from SHDC to the Town Council, rather than to engage at this current time about an individual asset'.

14. MARKETING AND COMMUNICATIONS AUDIT

To consider the budget and staffing implications of the Marketing and Communications Audit (staffing).

It was **AGREED** unanimously to purchase two business phones for the Economic Support Officer and Marketing and Communications Officer.

To **RECOMMEND** to Full Council that it:

- Approves the restructure of two distinct roles from October 2026: Community Communications Officer (24 hrs); and Business and Economic Support Officer (24 hrs).
- Agrees that Visit Totnes is repositioned within the economic development and business support function.
- Agrees the outsourcing of agreed Visit Totnes elements to reduce officer workload and improve efficiency.
- Notes and approves the proposed interim arrangements from April to September 2026 – this means limited capacity and management of expectations when considering output.
- Approves the financial implications as outlined.

15. GUILDHALL WALL

To note an update on the structural survey carried out on the Guildhall Wall and the remedial works required (commercial).

It was **AGREED** unanimously to instruct Croft to write the LBC for the rebuild of the wall.

To **RECOMMEND** to Full Council to agree the increase the spend to undertake this work from £10,118.20 to £23,951.80. Councillors noted that £5,600 has already been spent, leaving a balance of £18,351.80.

14. STAFFING UPDATE

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

Noted.

The meeting closed at 8.35pm

Catherine Marlton
Town Clerk
February 2026



DRAFT MINUTES FOR THE PLANNING COMMITTEE

MONDAY 16TH FEBRUARY 2026 IN THE GUILDHALL

Present: Councillors L Auletta (Chair), T Bennett, S Collinson (from 1840hrs), T Cooper, J Cummings (from 1840hrs), J Hodgson (from 1842hrs), L Smallridge (from 1847hrs) and M Trant.

Apologies: None.

In Attendance: Two 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.

There were apologies from Cllrs Collinson and Smallridge who were both running late.

The Committee adjourned for the following item:

PUBLIC QUESTION TIME

Cllr Beavis asked if the Town Council had received a reply to its question about traveller community provision from South Hams District Council and Devon County Council in light of the recent off-grid community eviction. The Officer offered to chase a response.

The Chair of the Traffic and Transport Forum spoke about application 3335/25/OPA and asked for the Committee to take into consideration: the application's proposal to increase pedestrian access through the site to the river and asks that S106 is requested to provide an underpass under the road alongside the railway to link to Castle Street, with associated signage improvements for river access. In a personal capacity they raised concerns about the proposal to build around the base of the chimney, which has always been freestanding, and if built as proposed it will hamper access to inspect the chimney and carry out repairs.

The agent for item 4c (application 0167/26/LBC) was present to be able to answer any questions that the Committee may have. It was **AGREED** to bring this item forward.

The Committee reconvened.

2. CONFIRMATION OF MINUTES

To approve the minutes of 19th January 2026 and update on any matters arising.

The minutes were approved as an accurate record of proceedings.

Item 4. Devon County Council Community Protocol – It was **RESOLVED** that the points as drafted are passed to the County Councillor.

3. TREE WORKS APPLICATIONS

To make recommendations on the following tree works applications:

3a. 0149/26/TPO – TPO 1017; T1: Turkey Oak - crown reduction up to 1-1.5m (maximum cut diameter 50mm) to reduce overall canopy spread and wind loading, crown lift to approx. 8m clearance from ground level by selective removal of sub-lateral branches only (maximum cut diameter of 100mm), all major deadwood to be removed from within canopy as part of routine arboricultural management, works intended to improve tree safety and site usability. Follaton Lodge, Plymouth Road, Totnes, TQ9 5NA.

Support.

3b. 0242/26/TCA - T1: Beech - reduce the radial crown spread by approximately 2.5m on all sides, crown lift to 5m from ground level, crown lift to 5m from ground level, to maintain framework and natural form. Woodlands, One Pomeroy Villas, Bridgetown, Totnes, TQ9 5BE.

Support.

3c. 0282/26/TPO - TPO 385; T1: Horse Chestnut – remove, poor health, risk of falling onto property. Pomeroy Coach House Pomeroy House 19 Bridgetown Totnes TQ9 5BA.

Cllr Collinson declared a personal interest.

Support, subject to a condition that a suitable replacement tree is planted.

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).

4c. 0167/26/LBC – Listed Building Consent for internal and external works to include: natural slate roof, replace existing cement render with lime render, repair existing historic sash windows. 2 Plymouth Road, Totnes, TQ9 5PH.

With the agent for this application present this agenda item was brought forward.

Support.

4a. 3335/25/OPA - Hybrid planning application for mixed-use development site comprising: Outline Permission for mixed use redevelopment (comprising of circa 125 self-contained apartments, a 2400sqm (45 bed boutique hotel complex), circa 1310sqm commercial space, demolition of existing structures, full permission for change of use of Brunel Building & extension works to concrete structure to create gallery space. Former Dairy Crest Site, Station Road, Totnes.

Cllr Collinson declared a personal interest. It was **AGREED** that: the Committee response will be 'Comment' (rather than support or object); and that the Officer will circulate the draft comments by email for Committee comment and agreement.

Comment. The Totnes Town Council Planning Committee has the following comments to make:

- Residential Building Design – The Committee would object to the indicative plans as they stand due to design quality. The volume and massing of the three residential buildings do not respect the complex forms of buildings within the town and are not considered to be a

sympathetic design for the setting, contrary to Joint Local Plan Policy (JLP) TTV22 5.b and Totnes Neighbourhood Plan Policies En1 (Sustainable Development and the Settlement Boundary, particularly 1c, 1d and 3), En2 (Development and Design), En3 (Historic and Built Character) and En4 (Landscape Setting of Totnes).

- The Committee would welcome: more consideration of sustainable energy sources for the residential accommodation when detailed plans are submitted, e.g. PV panels (which would accord with Totnes Neighbourhood Plan Policy En7 (Renewable Energy Generation)); consideration of more appropriate materials to be used (the appearance of painted render soon deteriorates as shown in other new build locations around the town); and details of the number of accessible units that would be included in the housing numbers.
- Hotel Building Design – The Committee would object to the indicative plans as they stand due to design quality. The design of the hotel building does not enhance the character of the town and is not a sensitive design for the setting given its close proximity to the historic Brunel Pumping House. This is contrary to JLP Policy TTV22 5.b and Totnes Neighbourhood Plan Policies En1 (Sustainable Development and the Settlement Boundary, particularly 1c, 1d and 3), En2 (Development and Design), En3 (Historic and Built Character) and En4 (Landscape Setting of Totnes). The Committee would welcome further consideration of sustainable energy generation for the hotel building when more detailed plans are submitted, e.g. PV panels (which would accord with Totnes Neighbourhood Plan Policy En7 (Renewable Energy Generation)).
- Brunel Building – The Committee would object to the indicative plans as they stand due to design quality. The proposed retention of the concrete building alongside the Brunel Pumping House is insensitive to the setting of the historic listed building. The proposed drawings which show the buildings linking to and surrounding the chimney are too tall, thereby dominating the listed building. This does not accord with Joint Local Plan Policy TTV22 5.b and Totnes Neighbourhood Plan Policy En3 (Historic and Built Character) and En4 (Landscape Setting of Totnes).
- Parking – concern about the proposed level of parking spaces to be created which is inadequate for the number of hotel rooms, residential apartments, the commercial units and a community space. Consideration could be given to designating some dwellings as car-free housing and making e-bike provisions. Without natural screening, there is a concern that the pedestrian route through to the river risks appearing to be through an underground/covered car park which spoils the aesthetics of the site.
- Highways Access – the increased number of vehicle movements from the development from the junction onto Station Road/A385 is a concern. This is already a busy road which suffers from tailbacks and the increased number of dwellings and a hotel will increase vehicle movements and this will have a wider impact on the town. Reference: Totnes Traffic, Transport & Pedestrian Policy - Appendix B, 4.f Redworth Junction improvements (see <https://www.totnestowncouncil.gov.uk/wp-content/uploads/2026/01/App-B-to-Traffic-Transport-and-Pedestrian-Policy.pdf>).
- Pedestrian Access – there is a lack of information on the plans showing the pedestrian routes (which should meet accessibility standards) and cycle routes through the site and to the river, despite the planning statement making reference to improved river access for pedestrians (which is welcome and accords with Totnes Neighbourhood Plan Policy En5 (the River Dart) and E8 (Walking and Cycling). Pedestrian routes through the development should be visually appealing, and create the sense that pedestrians have been prioritised (see point above about car parking underneath the residential blocks).
- S106 contributions for highways should consider funding an underpass alongside the railway to Castle Street which has been previously identified as helping to improve pedestrian access

to the town under Station Road. Reference: Totnes Traffic, Transport & Pedestrian Policy - Appendix B, 4.g: Train Station - Under Station Road bridge to Castle Street.

- Landscaping and Biodiversity – no details have been provided and the Committee would welcome detailed landscape plans that show how the development will increase biodiversity on site, including the use of native hedgerow planting to screen the residential parking areas.
- Waste Water – Concern about the additional number of dwellings and hotel accommodation and the ability of the local treatment works to be able to handle the increased waste water.
- Flooding – as the proposed residential car parks are located underneath the residential blocks, there is concern that should this area flood, there will be contamination from vehicles into nearby water courses (the river and leat) and the potential impact on the sewers during high rainfall. Consideration should also be given for permeable hard surfaces to be installed to help disperse surface water run-off.
- Site Contamination – no details have been provided at this stage for the brownfield site.

The Committee voted to extend the meeting by 45 minutes at 7.55pm

4b. 0083/26/HHO and 0084/26/LBC – Householder and Listed Building Consent application for demolition of modern extension, construction of a garage and greenhouse and landscaping. Totnes House, Station Road, Totnes, TQ9 5HW.

Support.

4d. 0053/26/FUL – Proposed roof over existing agricultural yard. Gerston, Totnes, TQ9 7RY.

Support.

4e. 3501/25/LBC - Listed Building Consent for re-instatement of a bathroom to first & second floor flat, upgrade of electric heating & fire-proof upgrade to ground floor retail space. 4 Castle Street, Totnes, TQ9 5NU.

Support.

4f. 3288/25/HHO – Householder application for carport (retrospective). 81 Punchards Down, Totnes, TQ9 5FD.

Support.

4g. 0138/26/VAR – Application for variation of conditions 2 (approved plans) and 5 (privacy screen) of planning consent 2730/25/VAR. 6 Dartside, Totnes, TQ9 5HL.

The Committee considered this application and has no comment to make.

4h. 0132/26/LBC and 0139/26/HHO – Listed Building Consent for replacement sashes to all modern windows of SW elevation and single window on NE elevation to incorporate vacuum double glazing; Installation of air-source heat pump; Installation of battery; Installation of electric vehicle charging point; and householder application for installation of Air-source Heat Pump, battery and EV charging point. Fernleigh, Pomeroy Villas, Bridgetown, Totnes, TQ9 5BE.

Support.

4i. 0286/26/ARC - Application for approval of details reserved by condition 3 (Windows/Doors) of planning consent 4374/22/LBC. 90 High Street, Totnes, TQ9 5SN.

Support.

4j. 0289/26/ARC - Application for approval of details reserved by conditions 4 (Side Passage) & 5 (Flooring) of planning consent 4374/22/LBC. 90 High Street, Totnes, TQ9 5SN. Support, subject to the views of the Heritage Officer.

4. TRAFFIC AND TRANSPORT FORUM

To note the minutes from the Traffic and Transport meetings on 28th January 2026:

a. AGM

Noted.

b. Forum

Noted.

c. Steering Group

Noted.

6. PARISH PATHS PARTNERSHIP

To note the annual Parish Paths Partnership return for footpaths and bridleways in Totnes.

Noted. The Committee wish to formally thank Totnes Ramblers for undertaking the review of the footpaths and bridleways and for their report.

7. TOTNES NEIGHBOURHOOD PLAN HEALTH CHECK

To note an update on the Totnes Neighbourhood Plan health check.

Noted. It was **AGREED** to for a Totnes Neighbourhood Plan Task and Finish Group open to all members to:

- Discuss the health check report produced by Intelligent Plans and Examinations (IPE);
- Identify and questions on the report and its recommendations prior to a meeting with IPE;
- Following the meeting with IPE, discuss the next steps and make any recommendation to the Planning Committee for consideration (which will then go to Full Council).

8. DATE OF NEXT MEETING

To note the date of the next meeting of the Planning Committee – Monday 16th March 2026 at 6.30pm in the Guildhall.

Noted.

The meeting closed at 8.17pm.

Sara Halliday
Governance and Projects Manager
February 2026

ITEM 4 – RECOMMENDATIONS FROM COMMITTEE

4a. Full Council 2nd February 2026

No recommendations.

4b. Council Matters 9th February 2026

Item 5. Council Risk Assessments - See item 7 on the Full Council agenda.

The following recommendations came from the Confidential section of the meeting:

Item 13. Guildhall Garage Ownership (legal) – To be discussed under item 10. To **RECOMMEND** to Full Council that the response to South Hams District Council (SHDC) is that: ‘Councillors would prefer a wider conversation about asset transfers from SHDC to the Town Council, rather than to engage at this current time about an individual asset’.

Item 14. Budget and Staffing implications of the Marketing and Communications Audit (staffing) - To **RECOMMEND** to Full Council that it:

- Approves the restructure of two distinct roles from October 2026: Community Communications Officer (24 hrs); and Business and Economic Support Officer (24 hrs).
- Agrees that Visit Totnes is repositioned within the economic development and business support function.
- Agrees the outsourcing of agreed Visit Totnes elements to reduce officer workload and improve efficiency.
- Notes and approves the proposed interim arrangements from April to September 2026 – this means limited capacity and management of expectations when considering output.
- Approves the financial implications as outlined.

Item 15. Guildhall Wall and the remedial works required (commercial) - To **RECOMMEND** to Full Council to agree the increase the spend to undertake this work from £10,118.20 to £23,951.80. Councillors noted that £5,600 has already been spent, leaving a balance of £18,351.80.

4c. Planning Committee 16th February 2026

No recommendations.

Local Government Reorganisation in Devon – Government Consultation Response

Executive Summary

The Government is consulting on proposals to replace Devon’s current two-tier system of local government with new unitary authorities. The consultation closes on **26 March 2026**.

Three proposals directly affect Totnes and the South Hams:

1. Devon County Council – Single Devon Unitary
2. Reimagining Devon (4-5-1)
3. Reimagining Devon (4-5-1+)

This reform will shape local governance, service delivery and democratic accountability for decades.

While each proposal emphasises financial sustainability and efficiency, none clearly defines neighbourhood governance structures or parish partnership frameworks.

The Devon-wide proposal exceeds the Government’s 500,000 population benchmark. However, it does offer potential advantages including economies of scale, seamless transfer of Adult and Children’s Services, and a broader fiscal base enabling redistribution across urban and rural communities.

The key issue for Totnes is not simply structural geography, but how local democratic voice will be protected within any new arrangement.

Members are asked to:

- Agree that Totnes Town Council will submit a formal response;
- Delegate authority to the Town Clerk, in consultation with the Devolution Working Group, to finalise and submit that response ahead of the deadline.

1. Purpose

1. Emphasise the importance of Totnes Town Council responding formally to the Government’s consultation on Local Government Reorganisation (LGR) in Devon.
2. Provide a structured overview of the three proposals that directly affect Totnes and the South Hams area.
3. Seek approval for delegated authority to the Town Clerk, in consultation with the Devolution Working Group, to draft and submit the Council’s response ahead of the 26th March deadline.

This is a significant structural reform. It will shape how local government operates in Devon for decades. It is essential that Totnes’ voice is heard clearly and constructively.

2. Background

The Government has invited proposals for the replacement of the current two-tier system (Devon County Council and District Councils) with new unitary authorities.

At present:

- Devon County Council delivers services such as education, highways, adult and children’s services and public health.

- South Hams District Council delivers services such as planning, housing, waste collection, licensing and environmental health.
- Plymouth and Torbay already operate as single-tier unitary authorities.

Four proposals have been submitted across Devon. Of these, three directly affect Totnes and South Hams:

1. Devon County Council – Single Devon Unitary (alongside Plymouth and Torbay unchanged)
2. Reimagining Devon (4-5-1) – Three unitaries, Plymouth unchanged
3. Reimagining Devon (4-5-1+) – Three unitaries, with modest expansion of Plymouth into parts of South Hams

The consultation runs until 26th March 2026.

3. Why This Matters for Totnes

This is not simply a technical boundary review. It affects:

- Where strategic decisions are made
- How accessible senior decision-makers are
- The scale and culture of the authority we work with
- The future of local accountability
- Opportunities (or risks) around service and asset devolution
- How town and parish councils are recognised within any new structure

Across all proposals, there is strong emphasis on financial sustainability and organisational efficiency. However, in the published summaries:

- No proposal clearly defines a neighbourhood governance tier
- No formal parish partnership structure is detailed
- No structured service or asset devolution framework is set out

For town councils such as Totnes, this absence is notable. If local government is to become larger in scale, the mechanisms for maintaining local democratic voice must be strengthened, not diluted.

4. Summary of Proposals Affecting Totnes

A. Devon County Council – Single Devon Unitary

- One new Devon Unitary Council (approx. 842,000 population)
- Plymouth and Torbay remain separate
- 16 Neighbourhood Area Committees proposed (detail limited in published summary)
- Strong emphasis on unified strategic voice and financial sustainability

Implications for Totnes:

- Very large authority footprint
- Potential risk of decision-making becoming more remote
- Neighbourhood committee concept referenced, but structure and powers unclear
- No defined parish engagement framework published

B. Reimagining Devon (4-5-1) – Main Proposal

Creates three unitaries:

- Exeter and Northern Devon
- Torbay and Southern Devon (including South Hams, Teignbridge, Torbay, West Devon)

- Plymouth (unchanged)

Southern Devon population: approx. 426,000.

Claims to balance scale with local accountability and respect natural geographies such as Dartmoor.

Implications for Totnes:

- Totnes would sit within a Southern Devon authority
- Mid-sized unitary, smaller than the single Devon model
- Emphasis on tailored service delivery across rural and coastal communities
- No explicit parish-tier governance model published

C. Reimagining Devon (4-5-1+) – Modified Proposal

As above, but with modest expansion of Plymouth into parts of South Hams (limited to areas within the Plymouth Policy Area).

Southern Devon population slightly reduced.

Stated aims:

- Greater economic balance
- Stronger devolution platform
- Alignment with functional geography
- No crossing of Dartmoor National Park boundary

Implications for Totnes:

- Totnes remains in Southern Devon
- Boundary adjustments elsewhere in South Hams
- Financial modelling updates not yet fully published
- No additional clarity provided on parish engagement structures

5. Key Issues for Totnes Town Council to Address in Consultation

Given the information currently available, it is recommended that the Council's response focuses on principles rather than endorsing or rejecting models prematurely.

The response should request clarity and secure safeguards in the following areas:

1. Neighbourhood Governance

- What formal locality or area governance structures will exist?
- Will area committees have delegated budgets and decision-making powers?
- How will town and parish councils be formally represented?

2. Parish and Town Council Role

- Clear recognition of town and parish councils as democratic partners
- Formal partnership forums at unitary level
- Early adoption of a Parish Charter

3. Service and Asset Devolution

- Transparent framework for service delegation
- Clear asset transfer principles

- Financial sustainability mechanisms where services are devolved

4. Protection of Local Identity

- Recognition of Totnes as a distinct community
- Avoidance of over-centralised decision-making
- Commitment to accessible senior officers and elected members

5. Financial Transparency

- Publication of full, updated financial modelling
- Clarity on transition costs
- Assurance that council tax equalisation impacts are transparent

6. Recommended Positioning Approach

It would be prudent for Totnes Town Council to:

- Avoid taking a purely political stance between competing councils
- Focus on governance quality and democratic accountability
- Support reform that strengthens local decision-making
- Clearly state that scale must not come at the cost of community voice

7. Officer Recommendation

Given:

- The scale and technical nature of the consultation questions
- The tight statutory deadline of 26 March
- The need for detailed drafting
- The likelihood of further information emerging before the closing date

It is RECOMMENDED that Members:

1. Agree that Totnes Town Council will submit a formal consultation response.
2. Delegate authority to the Town Clerk, in consultation with the Devolution Working Group, to draft and submit that response on behalf of the Council.
3. That the final submitted response be circulated to all Members for information.

This approach ensures that Totnes responds in a timely, considered and professional manner.

APPENDIX A - DRAFT Consultation response

Totnes Town Council welcomes the opportunity to respond to the Government's consultation on proposals for Local Government Reorganisation (LGR) in Devon.

Totnes is a historic market town within the South Hams District. We are an active and engaged town council with a strong record of partnership working, community leadership and democratic participation. Our response focuses on governance quality, financial resilience, service delivery effectiveness and the preservation of local democratic voice.

This submission addresses the three proposals that directly affect Totnes:

1. Devon County Council – Single Devon Unitary
2. Reimagining Devon (4-5-1)
3. Reimagining Devon (4-5-1+)

1. Whether the Proposal Meets the Government's Criteria

a) Size and Scale

The Government has indicated a benchmark of around 500,000 population for new unitary authorities.

- The **Single Devon Unitary** would serve approximately 842,000 residents and therefore exceeds this benchmark.
- **Reimagining Devon (4-5-1)** produces two authorities broadly aligned with the benchmark (Southern approx. 426,000; Northern approx. 546,000).
- **Reimagining Devon (4-5-1+)** retains similar population figures with modest adjustments.

While the Devon-wide model exceeds the stated population guidance, this scale does offer certain structural advantages. A single Devon Unitary would:

- Allow for appropriate economies of scale;
- Enable seamless transfer and continuity of Adult and Children's Services, avoiding fragmentation of already complex statutory functions;
- Provide a natural redistribution or "sharing of wealth" across a mixed geography of urban and rural communities, ensuring that areas facing higher deprivation or service demand are supported within a broader and more financially resilient authority.

However, scale must still be balanced with accessibility and visible democratic leadership. Any model of this size would require clearly defined and empowered neighbourhood governance structures to prevent decision-making becoming remote.

2. Local Identity and Community Cohesion

Totnes has a distinct historic, cultural and economic identity and serves a significant rural hinterland.

We consider that any proposal must:

- Preserve recognisable community geographies;
- Protect local democratic voice;
- Avoid over-centralisation of strategic and operational decisions;
- Respect established boundaries, including Dartmoor National Park.

The Reimagining Devon model places Totnes within a Southern Devon authority of more moderate scale, which may allow for closer geographic alignment. The Devon-wide model, while offering strategic advantages, would need robust locality structures to maintain community responsiveness.

3. Democratic Accountability and Governance

Across all proposals, there is limited detailed information regarding:

- Neighbourhood governance arrangements;
- Area committees or locality boards;
- Formal parish partnership frameworks;
- Defined representation routes for town and parish councils.

For the Town and Parish sector, this is a critical issue.

Totnes Town Council requests that any approved model must include:

- Clearly defined area committees with delegated budgets and decision-making authority;
- Structured and regular partnership arrangements between unitary and parish tiers;
- Transparent escalation routes for local issues.

The Devon County Council proposal refers to 16 Neighbourhood Area Committees. Further clarity is required regarding their constitutional status, budgetary powers and delegated responsibilities. The Reimagining Devon proposals refer to preserved local accountability but do not provide detailed governance architecture.

Without defined locality structures, larger-scale reform risks weakening democratic accessibility.

4. Service Delivery and Integration

All proposals emphasise efficiency, simplification and improved integration.

Totnes Town Council recognises the value of removing duplication and simplifying resident access. In particular:

- The Devon-wide model offers potential advantages in maintaining integrated Adult and Children's Services without structural disruption.
- Larger scale may support workforce resilience and specialist capacity.

However:

- Local access points must be retained;
- Planning, highways and housing services must remain responsive to rural and market town realities;
- Local members must retain meaningful influence over strategic decisions.

Efficiency should strengthen, not distance, service delivery.

5. Financial Sustainability and Transition Costs

All proposals refer to transformation savings and long-term financial resilience.

We request:

- Publication of detailed and updated financial modelling;
- Clear articulation of transition costs and repayment timelines;
- Transparent modelling of council tax equalisation impacts;
- Independent validation where possible.

Structural reform must rest on robust financial foundations.

6. Devolution, Service Delegation and Asset Transfer

None of the proposals currently sets out a detailed framework for:

- Service delegation to town and parish councils;
- Asset transfer principles;
- Financial sustainability for devolved functions.

Given the increasing operational role of town councils, it is essential that:

- Clear devolution principles are established early;
- Asset transfers are fully funded;
- Risk allocation and liabilities are transparently addressed.

Reorganisation should create opportunity for meaningful local empowerment.

7. Specific Observations on Each Proposal

Devon County Council – Single Devon Unitary

Strengths:

- Economies of scale;
- Seamless statutory service continuity;
- Stronger county-wide strategic voice;
- Broader tax base enabling redistribution across varied communities.

Concerns:

- Risk of democratic remoteness without strong locality governance;
- Insufficient published detail regarding neighbourhood committee powers.

This model has strategic merit but would require firm, embedded neighbourhood governance safeguards.

Reimagining Devon (4-5-1)

Strengths:

- Balanced scale;
- Alignment with identifiable geographies;
- Potentially closer democratic accessibility.

Concerns:

- Absence of defined neighbourhood governance framework;
- Limited detail on parish engagement mechanisms;
- Service integration implications require further clarification.

Reimagining Devon (4-5-1+)

Strengths:

- Improved economic balancing across authorities;
- Functional geography alignment;
- Retains core strengths of 4-5-1.

Concerns:

- Updated financial modelling not fully available;
- Parish governance mechanisms remain undefined;
- Boundary impacts require careful management.

8. Overall Position

Totnes Town Council does not adopt a purely political stance between submitting authorities. Instead, we articulate the following principles:

1. Reform must strengthen democratic accessibility.
2. Local identity must be protected.
3. Neighbourhood governance structures must be clearly defined and empowered.
4. Parish and town councils must be recognised as formal democratic partners.
5. Service and asset devolution must be transparent and properly funded.
6. Financial modelling must be robust and publicly accessible.

Local Government Reorganisation presents an opportunity to modernise structures while retaining the strengths of long-established civic institutions. Any final model must combine scale, resilience and strategic coherence with visible, accountable and genuinely local decision-making.

APPENDIX B - Background information:

The government website contains a link through to all of the proposals and this will take you to a joint webpage, the link to which is here [Devon LGR](#).

In drawing up proposals, all councils were given guidelines to comply with by government. One of these was that each of the new authorities should serve a minimum of 500,000 population, although government did say that it would consider proposals that contained less than this if there was justification.

Extracts from the Devon LGR website (see www.devonlgr.co.uk)

Current position - The current system of local government involves different types of councils responsible for various services which affect our day-to-day lives. Most of Devon currently operates under a two-tier system of local government, where:

- Devon County Council provides services such as education, transport, libraries, social services, public health and trading standards.
- District councils providing services such as environmental health, licensing, housing, planning applications, sports centres, parks, waste collection and recycling services.

Plymouth and Torbay councils are both unitary authorities, which means that they are single-tier and each council provides all the services above.

Three of the five proposals affecting Totnes /South Hams District Council are:

Devon County Council - Our proposal is to create a new Devon Unitary Council, replacing the existing county and district councils with a single, democratically accountable body serving a population of 842,000.

The new Devon Unitary Council will operate alongside the existing unitary authorities of Plymouth City Council and Torbay Council, maintaining close working relationships where shared challenges and opportunities exist.

Together, the three councils will collaborate on strategic issues such as transport, skills, housing and economic development, while respecting distinct local accountabilities. They will also work jointly to establish a mayoral combined authority for the area and coordinate on matters including engagement with the Integrated Care Board, workforce recruitment and retention, and the Plymouth Defence Deal.

Our proposal delivers for the whole area and will:

- create a Devon Unitary Council delivering all local government services through a single, accountable organisation, working closely with the current unitary councils in Plymouth and Torbay
- devolve powers, functions and budgets to communities through 16 Neighbourhood Area Committees, enabling local decision-making and priority setting
- provide a clear, unified platform for devolution via the proposed strategic authority and mayoral combined authority for the area
- achieve long-term financial sustainability through efficiency and transformation, while maintaining high-quality services
- promote the Devon brand and present a united voice to support investment, trade, creative industries, tourism and economic growth

- accelerate housing delivery, secure solutions for homelessness and implement the ambitious agenda set out in the nationally recognised Devon Housing Commission study
- offer easier and simpler access to care and support at the right time and in the right place
- establish a pathway to delivering outstanding children's and adult services for the most vulnerable
- enable deeper integration with the NHS, fire and rescue, and police services to achieve better outcomes at both regional and local levels, working in partnership with the VCSE sector
- focus on early intervention and whole-population health, bringing together employment, health, housing and wider services to address poverty, worklessness and deprivation across urban, rural and coastal communities

District Council (Main) - Reimagining Devon (with Plymouth on existing boundaries)

Reimagining Devon: Believe in Better is a bold vision to create three unitary authorities for Devon, reflecting our diverse urban, rural and coastal communities.

These three new unitary councils would be:

- **Exeter and Northern Devon** – covering East Devon, Exeter, Mid Devon, North Devon and Torridge. Population: 546,738
- **Torbay and Southern Devon** – covering the South Hams, Teignbridge, Torbay and West Devon. Population: 426,155
- **Plymouth** – on its existing footprint. Population: 268,736

The Reimagining Devon base proposal has been created to serve all residents of Devon, ensuring parity between the three areas, with a similar share of services and resources that provide the best outcome for every person living in Devon. It also better meets the government criteria for each council, serving around 500,000 people.

Our proposal, also known as the 4-5-1 plan, has been worked on in unison by seven of Devon's districts to bring together this plan with one vision:

- **It is a plan that works for all of Devon** – it acknowledges the strengths, challenges and aspirations found across the entire county
- **It will provide better service delivery tailored for each area** - having three unitary authorities covering different geographies and communities, there is a greater chance for each to tailor strategic priorities, service delivery models and investment into each area – with a good understanding of delivering services across rural and urban areas
- **It will create a single point of contact to access services** - With the confusion gone over who does what, you will know which council to contact for all your needs, and lead to greater accessibility for everyone
- **It ensures each council has a sound financial footing and provides value for money** - the 4-5-1 plan will create savings and efficiencies, reduce duplication of work and deliver better services for the people living all across Devon. It is fully costed, with a robust financial plan that should ensure services provide Devon taxpayers with good value for money. The cost of reorganising would be paid back in under three years
- **It forges closer relationships between councillors and the public** – three councils for Devon will mean more identifiable and responsible local councillors, and strong local leadership. It will ensure local voices are heard and actively shape the decisions being made in your area
- **It encourages economic growth** - Reimagining Devon aligns the three unitary authorities around Devon's major economic hubs and emerging economies, meaning each area can thrive and has potential to grow with a balanced economy and tax base

- **It improves the joining up of public sector services** - The 4-5-1 plan would make it easier for councils, the NHS, police and other key public services to work together around shared local priorities. It would break down existing silos and promote joined-up delivery across health, social care, education, housing and community service. Councils would create closer partnerships and co-ordinate more effectively, leading to better services for everyone

It is built on an understanding of people and place -Reimagining Devon would see decisions made close to the people they affect, and services shaped around communities, ensuring all of Devon’s communities get the tailored support that they need. It respects natural boundaries such as Dartmoor National Park, ensuring that development is sustainable

District Councils (Modified) - Reimagining Devon (with modest expansion of Plymouth)

Reimagining Devon: Believe in Better is a bold vision to create three unitary authorities for Devon, reflecting our diverse urban, rural and coastal communities.

This modified proposal (also known as 4-5-1+) builds on the base case. It still proposes three unitary councils but suggests a modest expansion of Plymouth into the neighbouring South Hams, primarily affecting areas such as Sherford and Woolwell.

Under this proposal the population of each unitary authority changes slightly from those under the base Reimagining Devon Proposal.

These three new unitary councils would be:

- **Exeter and Northern Devon** – covering East Devon, Exeter, Mid Devon, North Devon and Torridge - Population: 546,738
- **Torbay and Southern Devon** – covering the South Hams (excluding the parishes of Bickleigh, Shaugh Prior, Sparkwell and Brixton) limited to those parts of the 4 parishes that fall within the Plymouth Policy Area as defined within the Joint Local Plan), Teignbridge, Torbay and West Devon - Population: 419,555
- **Plymouth** (including the parishes of Bickleigh, Shaugh Prior, Sparkwell and Brixton) limited to those parts of the 4 parishes that fall within the Plymouth Policy Area as defined within the Joint Local Plan) – Population: 275,336

The reasons for proposing this modest expansion are:-

- Providing greater growth opportunities for each of the new unitary authority areas
- Improving devolution opportunities and allowing for a more balanced voice and scale for the each of the new unitary authorities, ensuring a more even distribution of council tax income and GVA per capital and allowing for each authority to be better positioned to advocate for its local priorities, securing equitable funding and powers from central government.
- Limiting the expansion to the Plymouth Policy Area so that it does not cross the Dartmoor National Park boundary, maintaining clarity and coherence in planning authority responsibilities

The modified model offers a potential improvement on the base Reimagining Devon proposal in some respects because it delivers greater balance, stronger alignment with functional geographies, enhanced community engagement, and a more resilient platform for future devolution and service delivery. These improvements are achieved without sacrificing the core strengths of the Reimagining Devon model outlined in the main case — local identity, accountability, and high-quality services.

Devon Local Government Reorganisation Proposals

Compare and Contrast Summary for Town and Parish Councils (produced by TTCouncil)

This summary reflects information contained within the published proposal summaries and may not represent full proposal documentation

A. Neighbourhood Governance Model

Proposal	Size & Area Covered	Topics at Neighbourhood Level	Partnership Body Type & Membership	Services Delivered Locally	Role of Town/Parish Councils
Devon County Council – 3 Unitary	1 Devon Unitary (842,000) plus Plymouth (264,700) and Torbay (139,000) unchanged.	No detailed neighbourhood tier described in summary.	Not specified in summary.	Not specified in summary.	No specific neighbourhood governance arrangements detailed.
Reimagining Devon (4-5-1)	Southern (426,155), Northern (546,738), Plymouth (268,736).	No formal neighbourhood governance structures detailed in summary.	Not specified in summary.	Service integration across highways, housing, environment etc. (no parish-tier detail).	No explicit neighbourhood governance role described.
Reimagining Devon (4-5-1+)	Southern (419,555), Northern (546,738), Expanded Plymouth (275,336).	States local accountability preserved or enhanced (no structural detail).	Not specified in summary.	No detailed parish-tier service delivery model described.	No structural detail provided.
Plymouth & Exeter – 4 Unitary	Expanded Exeter (260,195), Expanded Plymouth (305,731), Expanded Torbay (232,697), Devon Coast & Countryside (455,883).	No explicit neighbourhood governance tier described.	Not specified in summary.	No parish-tier service delivery model detailed.	No defined parish role described in summary.

Torbay – 4 Unitary	Plymouth (300,000), Torbay (140,000), Exeter (260,000), Devon (550,000).	No separate neighbourhood governance structure detailed.	Not specified in summary.	Focus on workforce restructuring and corporate consolidation.	No neighbourhood tier model detailed.
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B. Parameters for Working with Town and Parish Councils

Proposal	Service/Asset Devolution Framework	Working Relationship with Parishes	Formal Commitments Identified
Devon County Council – 3 Unitary	No detailed devolution framework described in summary.	Not specified.	None specified.
Reimagining Devon (4-5-1)	Savings model assumes service consolidation and transformation; no parish devolution framework outlined.	Not specified.	None specified.
Reimagining Devon (4-5-1+)	No separate service/asset devolution model detailed.	States local accountability preserved; no mechanisms described.	None specified.
Plymouth & Exeter – 4 Unitary	Implementation costs include ICT consolidation and new council establishment; no parish asset transfer framework described.	Not specified.	None specified.
Torbay – 4 Unitary	Transition costs include organisational renewal and process harmonisation; no parish devolution model specified.	Not specified.	None specified.

C. Main Areas of Uncertainty for Town and Parish Councils

Proposal	Areas of Uncertainty Relevant to Local Councils
Devon County Council – 3 Unitary	No defined neighbourhood governance tier; no parish engagement structure; future service localisation arrangements unclear.
Reimagining Devon (4-5-1)	How neighbourhood accountability would operate; parish representation in new structures unclear; no asset/service devolution approach specified.
Reimagining Devon (4-5-1+)	Impact of boundary changes on parish alignment; no updated financial modelling published; no detail on parish-level governance mechanisms.
Plymouth & Exeter – 4 Unitary	Extent of parish absorption into expanded city authorities; governance interface between urban and rural areas unclear; parish influence uncertain.
Torbay – 4 Unitary	Degree of autonomy of Devon Coast & Countryside authority; relationship between expanded urban authorities and rural parishes unclear; engagement mechanisms not described.

Overall Comparative Position (Locality Lens)

Across all five submissions:

- The emphasis is on **financial viability, organisational savings, and structural boundaries**.
- None of the proposals, within the summary document provided, articulate:
 - A clearly defined neighbourhood governance tier
 - Area committees or locality boards
 - Formal parish partnership forums
 - Structured service/asset devolution frameworks
- Implications for town and parish councils are therefore **largely implicit rather than explicit**.

If Helpful for Your Response

Parish and town councils may therefore wish to frame consultation responses around:

1. Requesting clarity on:
 - Formal neighbourhood governance structures
 - Parish representation within new unitary governance
 - Service and asset devolution principles
2. Seeking:
 - Early agreement of partnership protocols
 - Protection of local identity and democratic voice
 - Transparent asset transfer and service delegation frameworks

ITEM 7 – COUNCIL RISK ASSESSMENTS

To **RECOMMEND** to Full Council to note the Council’s Risk Assessment Summary with the following amendments:

- Fire resisting doors in the Civic Hall – it was felt that the remedial works carried out on the doors, in conjunction with the other fire warning system and evacuation plan is sufficient to negate risk.
- Compartmentation of Birdwood House – work on high risk areas such as the electrical cupboard has been completed and the areas hirers have access to have protect escape routes and detection. This was felt sufficient to negate risk without further works to the wider Birdwood building that is listed, and used solely for storage.
- Familiarisation visits by the fire service at the Civic Hall – this is imminent now, the Totnes team were waiting on new recruits joining before undertaking this exercise.
- Fire Extinguisher training – it was felt a desk top based training for staff should be implemented, potentially during one of the monthly team meetings. Advice to staff remains to exit the building in event of fire, not to try to fight it.

<u>Area/activity</u>	<u>Date completed</u>	<u>Findings</u>	<u>Action required</u>	<u>By whom?</u>	<u>By when?</u>	<u>Action taken</u>
Fire - Civic Hall	14/11/2025	Fire-resisting doors are not maintained in sound condition and self-closing.	<i>Brought forward from 2024/25 Fire Risk assessment action plan:</i> Refit/ renew all fire doors to the correct standard. In line with codes of practice	Town Maintenance Officer	By 30/9/26	Partially completed.
		Compartmentation in Birdwood House section is not of a reasonable standard.	<i>Brought forward from 2024/25 Fire Risk assessment action plan:</i> No action required as it is not used by hirers regularly and the bits that are have had fire protection.	N/A	N/A	

Fire - Guildhall	14/11/2025	Further familiarisation visits by the Fire Service and evacuation exercise required.	<i>Brought forward from 2024/25 Fire Risk assessment action plan:</i> Building familiarization visit by the local fire service for the main Guildhall and Offices to be organize.	Town Maintenance Officer	By 31/3/26	
		Fire door provision in a grade 1 listed building.	Investigate any solutions.	Town Maintenance Officer	By 31/3/26	
Fire - Guildhall Offices	06/01/2026	Fire drills are not carried out at appropriate intervals and there are no appropriate records of Fire drills.	Improvement on Fire Drills/recording.	Town Maintenance Officer	By 31/3/26	
		Employees of other employers who work in the premises are not provided with appropriate information on fire risks and fire safety measures.	Design a signing in sheet for reception and a suitable H and S information sheet for contractor and professional visitors. With Emergency Action information and signing to show understanding.	Town Maintenance Officer	By 31/3/26	
		Only the TMO is trained to use fire extinguishing appliances.	<i>Brought forward from 2024/25 Fire Risk assessment action plan:</i> Training on using Fire extinguishers to be given to staff.	Town Maintenance Officer	By 31/3/26	Online training for all staff booked for 4/3/26.
		There is no escape lighting in Offices	Look at Emergency lighting solutions	Town Maintenance Officer	By 31/3/26	

Fire - Cottage	To be completed	To be confirmed	To be confirmed	To be confirmed	To be confirmed	
Legionella - Civic Hall, Guildhall & Cottage	14/01/2026	Detailed professional risk assessments were carried out for the Guildhall and Civic Hall in Jan 24. The Guildhall Cottage was a residential letting at that time and was therefore not included.	Arrange for new professional risk assessments to be carried out for all buildings in line with the recommended frequency of every 2 years.	Town Clerk.	By the end of February 2026.	
		Detailed professional risk assessments were carried out for the Guildhall and Civic Hall in Jan 24. The Guildhall Cottage was a residential letting at that time and was therefore not included.	The Guildhall schematic plan to be updated to add the Guildhall Cottage which is no longer let as a residential property and is temporarily being used as a Maintenance Team facility.	Finance & HR Manager	By the end of January 2025	Completed
		Written schemes have been established for the Guildhall and Civic Hall. The Guildhall written scheme needs updating to add the Guildhall Cottage.	Written scheme for the Guildhall to be updated to add the Guildhall Cottage which is no longer let as a residential property and is temporarily being used as a Maintenance Team facility.	Finance & HR Manager	By the end of January 2025	Completed
Civic Hall	15/01/2026	Accessing the flat roof walkway from the top floor of Birdwood House is only done by the Maintenance Team due to unguarded areas where falls from height could occur or	Fit permanent safety rails on the roof walkway. No lone working on the roof will take place until the safety rail is in place other than raising flags where the risk of falling is low.	Town Maintenance Officer.	By 31st May 2026	

		accidental dropping of equipment onto the public below.				
Civic Hall Terrorism	26/08/2025	Ability to identify risk and pick out hostile behaviour needs to be developed through increased awareness of the risk amongst Hirers.	- recommend ACT e-learning to Hirers in the Council's Information for Hirers document. '- recommend SCan for all to Hirers' staff/volunteers who may act as greeters in the Council's Information for Hirers document.	Lettings & Finance Officer	W.i.e.	Completed - Information provided to Hirers on Martyn's Law.
		Evacuation Plans are provided to all Hirers.	Expand Action plans to include Invacuation / lockdown.	Finance & HR Manager	W.i.e.	Completed
		The Caretaker and Hirer check the interior of the building at the start and end of the hire period.	Expand Caretaker's pre-hirer checks to include an inspection of outside and underneath the premises.	Lettings & Finance Officer	W.i.e.	
		Health and safety first aid kits are available and Hirers are notified of the locations of the kits.	Review first aid provision and consider purchase of a PACT Trauma Kit.	Lettings & Finance Officer	W.i.e.	Completed - PACT Trauma Kit purchased.
		An attack would cause harm to the hall users and may spread to passers-by.	Inclusion of security as an item at Paige Adams Trust meetings.	Lettings & Finance Officer	W.i.e.	
		An attack would cause harm to the hall users and may spread to passers-by.	Inclusion of discussion about requirements with people making bookings, including a need to undertake an additional	Lettings & Finance Officer	W.i.e.	Completed - Information provided to Hirers on Martyn's Law.

			review should there be a significant number or higher risk groups.			
		An attack would cause harm to the hall users and may spread to passers-by.	Liaise with South Hams District Council to establish what controls they have established to reduce the risk of an attack using a vehicle as a weapon via the vehicular access to the Market Square.	Lettings & Finance Officer and Town Maintenance Officer	W.i.e.	
Guildhall	13/01/2026	None				
Guildhall Offices	14/01/2026	None				
Lightning	20/10/2025	None	Annual inspections carried out by professional contractor.			
Totnes Cemetery	14/01/2026	None				
Castle Meadow	13/01/2026	None				

Trees	15/10/2024	Totnes Cemetery: TO013 (Common Ash) - Vitality poor. Ash Dieback Health Class 4: 0% to 25%.	Town Maintenance Officer to arrange tree surgeons to sectionally dismantle and fell.	Town Maintenance Officer	By 10/4/25 (6 Months)	Nearly done. All branches removed then discovered nesting pigeons inside the covering Ivy. Ivy was severed and has now died back. Main trunk now ready to be taken down.
Bus shelters	13/01/2026	None				
Display screen equipment	Reviewed annually or new ones completed when new staff start or staff move desks.	Individual risk assessments on file for all staff.	Any actions required as a result of the DSE risk assessments completed by staff are addressed immediately.	Finance & HR Manager	Completed.	
Lone working	Reviewed annually or new ones completed when new staff start who may be required to work alone.	Individual risk assessments on file for relevant staff. For the Guildhall Offices it has been agreed that the offices will be closed to the public if staff find themselves lone working due to staff sickness or leave.	Any actions required as a result of staff lone working risk assessments are addressed immediately.	Clerk and Finance & HR Manager	Completed	

Events & Other	When required.	Individual risk assessments for each event are on file.	Any actions required are addressed at the time of the event. All individuals identified to take action or involved in the management of the event/activity receive a copy of the risk assessment.	Clerk and Finance & HR Manager & any staff identified in the individual risk assessments	Completed at time of the event/activity.	
New and expectant mothers	When required.	Individual risk assessments on file.	Any actions required are addressed at the time of the risk assessment.	Finance & HR Manager	Completed at the time of the risk assessment.	

ITEM 8 – 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
March 2026	Monday 2 nd	Monday 9 th	Monday 16 th	Monday 23 rd
April 2026	Monday 13 th	Monday 20 th	Monday 27 th	None
May 2026	Monday 11 th	Monday 18 th	Wednesday 20 th	None
June 2026	Monday 1 st	Monday 8 th	Monday 15 th	Monday 22 nd

March

Full Council – 2nd March at 6.30pm

Council Matters Committee – 9th March at 6.30pm

Planning Committee – 16th March at 6.30pm

Environment and Public Realm Working Group – 18th March at 4.30pm

Town Matters Committee – 23rd March at 6.30pm

April

Economy Working Group – 1st April at 12.30pm

Full Council – 13th April at 6.30pm

Council Matters Committee – 20th April at 6.30pm

Community Working Group – 21st April at 6pm

Planning Committee – 27th April at 6.30pm

May 2026

Full Council: Annual Meeting of the Town Council – 11th May at 6.30pm

Council Matters Committee – 18th May at 6.30pm

Planning Committee – WEDNESDAY 20th May at 6.30pm (note change of day for May only)

Thursday 21st May – Mayor Making (morning)

Thursday 28th May - Annual Town Meeting, 6pm in the Civic Hall.

June

Full Council – 1st June at 6.30pm

Council Matters Committee – 8th June at 6.30pm

Planning Committee – 15th June at 6.30pm

Town Matters Committee – 22nd June 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 – None received.