



DRAFT MINUTES FOR THE TOWN MATTERS COMMITTEE MONDAY 27TH JULY 2026 IN THE GUILDHALL

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

Apologies: Councillor T Robshaw.

In Attendance: Heritage Trust representative 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.

PUBLIC QUESTION TIME

There were no members of the public present.

2. CONFIRMATION OF MINUTES

To approve the minutes of 22nd June 2026 and update on any matters arising.

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

Item 2. Chair of Committee – It was **RESOLVED** unanimously that Cllr Roberts is the Chair of the Town Matters Committee for 2026/27.

Item 4b. Economy Working Group: Heritage Festival Road Closure - It was **RESOLVED** unanimously that the Council:

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

Item 4c. Environment and Public Realm Working Group: Castle Meadow – It was **RESOLVED** unanimously that Transition Town Totnes is consulted and offered a trial area in Castle Meadow (in a suitable location) for the 30x30 project.

Item 6. Lamp for Peace and UNICEF Children's Day - It was **RESOLVED** unanimously that the Council uses the lights in the trees on The Plains, alongside social media posts to communicate the reason for the lights on the day or day before the date, for the following events: Totnes Pride, 26/27th September 2026 (colour: rainbow); Lamp for Peace, 11th November 2026 (colour: red or a flame effect); UNICEF World Children's Day, 20th November 2026 (colour: pale blue); International Disability Day 3rd December 2026 (colour: purple); For the November 2026 events, invite the local

schools to draw doves that can be hung in the trees by the Town Council as a way of engaging and educating local children on the significance of these events.

Item 6. Application for an alcohol licence for The Ruby Chinese Takeaway at 5 Christina Parade, Totnes, TQ9 5UU – It was **RESOLVED** by majority that the licence application is supported.

It was **AGREED** to bring forward item 5 as a representative of the Heritage Trust was now present. The Committee voted to suspend Standing Orders to enable the representative to speak.

5. WILLS PROJECT

To consider potential locations for the Wills project display in the Guildhall to inform planning pre-application engagement by the Heritage Trust.

The Heritage Trust representative explained that the Trust wish to make a pre-application for Listed Building Consent for the exhibition. This will enable a site meeting to take place with the South Hams District Council (SHDC) Heritage Officer to get advice on the location of the display, size, appearance and any fixings. The Heritage Trust believe that this information is necessary to: firstly, see if a display is possible in the Guildhall; and secondly, to determine what information it may contain for the size that will be permitted. Cllr Auletta offered to be present at the site meeting to provide feedback to the Committee.

The Committee discussed a range of points including:

- how much interest there is in the current Burke and Wills display;
- the current location being unsuitable in terms of location and space available and that one of the ancillary spaces may be better suited to give sufficient room for a full explanation of events;
- if the museum had been approached to house the display;
- the constraints of the Guildhall and Museum only being accessible to the public for part of the year and therefore an information board near the Wills memorial may be more appropriate;
- the requirement of any new display to reflect cultural sensitivities and for the wording to be checked by a professional working in this area; and
- that any proposed display, materials and content/wording would need to be approved by Totnes Town Council,. The Heritage Trust confirmed that this would be required if they are applying for grant funding for the exhibition.

The Committee voted to return to Standing Orders.

To **RECOMMEND** to Full Council that:

- it supports the submission of a pre-application for Listed Building Consent (with all necessary documents to be prepared by the Heritage Trust) to SHDC to determine what type of display is possible within the Guildhall;
- a Cllr is present at the site meeting with the SHDC Heritage Officer; and
- the preference is for any potential display to be housed in the current Women's Cell or ancillary areas to the main Guildhall and Council Chamber.

It was **AGREED** that the proposal to remove the current display will be considered at the September Committee meeting.

3. STRATEGY DELIVERY GROUP AND WORKING GROUP

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

There was discussion and concern that there are cross-cutting issues across the working groups which the Council could improve its handling of. The Committee **AGREED** that this should be discussed at the Councillors Strategy Setting Day in September 2026.

a. Community Working Group, 29th June 2026.

Noted. No recommendations to consider.

b. Economy Working Group, 14th July 2026.

Noted. No recommendations to consider.

c. Environment and Public Realm Working Group, 15th July 2026.

Noted. No recommendations to consider. It was **AGREED** that the Friends of the Dart update to Committee in September 2026 would be an opportunity to consider the Council's position on water quality.

4. COUNCIL AWARDS

To consider the current Council Awards policy and whether changes should be made for 2027.

To **RECOMMEND** to Full Council that:

- a celebratory event replaces the current individual and organisation awards (no change to the honorary freeman or Judy Westacott award); and
- the details are determined by the Community Working Group.

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 greenways map (standing item).

Cllr Presswell updated that SHDC are requesting regular updates on the Pavilions Leisure Centre.

There was discussion about the use of S106 funding in Bridgetown, particularly given the local government re-organisation announcement and proposed boundary lines. With limited funding available, small project ideas included: gravel for paths that are muddy in wet weather; signage for the accessible path in Longmarsh. It was **AGREED** that the OSSRW Project Plan would be discussed at the next meeting to identify potential investment opportunities in Bridgetown.

7. LINK COUNCILLOR REPORTS

To consider link councillor reports from Committee members.

Cllr Peters updated on a meeting with Devon and Cornwall Police in August 2026 and the need for the community to report criminal and anti-social behaviour and graffiti, to provide an accurate picture of the problems in Totnes to ensure that appropriate policing resources can be allocated.

8. DATE OF NEXT MEETING

To note the date of the next meeting of the Town Matters Committee – Monday 28th September 2026 at 6.30pm.

Noted.

The meeting closed at 7.55pm.

DRAFT