



DRAFT MINUTES FOR THE PLANNING COMMITTEE MONDAY 21ST SEPTEMBER 2026 IN THE GUILDHALL

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

Apologies: Cllr Smallridge.

In Attendance: Members of the public and S Halliday (Governance and Projects Manager).

1. WELCOME AND APOLOGIES FOR ABSENCE

To receive apologies and to confirm that any absence has the approval of the Council.

Cllr Auletta read out a statement about how the meeting would be conducted and recorded. The apologies from Cllr Smallridge were accepted.

PUBLIC QUESTION TIME

A member of the public, and owner of 'Centre' read out a statement refuting the points made in the Committee's objection to the premises licence for the building, does the Council still wish the application to go to a hearing, and setting out the aims and types of events that the business hopes to provide in the town. Five other members of the public spoke in support of the premises licence application for Centre, the management of the space and the types of events provided.

2. CONFIRMATION OF MINUTES

To approve the minutes of 17th August 2026 and update on any matters arising.

The minutes were approved as an accurate record of proceedings.

Item 6. South Hams District Council Local Plan Scoping Consultation – It was **RESOLVED** that the Council submits an email response to the South Hams District Council Local Plan Scoping Consultation rather than directly answer all Commonplace questions. It was **RESOLVED** that the text as circulated is submitted as part of the Local Plan Scoping Consultation.

3. TREE WORKS APPLICATIONS

To make recommendations on the following tree works applications:

3a. 2369/26/TPO - TPO 1053; T19 – Lawson Cypress – crown lift to 3.8m from ground level, for vehicle clearance. Totnes Police Station, Ashburton Road, Totnes, TQ9 5JY.
Support.

3b. 2442/26/TCA - T1: Silver Birch - Up to 1.5m lateral reduction on all sides and 2m vertical reduction. Similar to the previous work undertaken to maintain the tree at a reasonable size for the small courtyard garden. 20 South Street, Totnes, TQ9 5DZ.

Object due to insufficient information. The Committee would request that the Tree Officer makes a site visit to inspect the tree.

The Committee **AGREED** to bring forward item 5.

5. LICENSING APPLICATION

To consider the Committee's comments on Premises Licence (supply of alcohol and provision of films (indoor)) for Centre, 3 Birdwood Court, Totnes, TQ9 5SG.

The Committee reviewed the advice received from South Hams District Council Licensing in relation to their previous objections on this application. To the remaining objection on the grounds of Prevention of Public Nuisance – smoking, it was **AGREED** to withdraw the Council's objection subject to the inclusion of the following condition on the licence: "Staff and customers shall not be permitted to smoke or vape on the external landing area of Birdwood Court".

4. PLANNING APPLICATIONS

To make recommendations on the following planning applications:

Note: Cllr Hodgson observes and does not vote on any applications which would potentially be discussed at a Development Management Committee meeting at South Hams District Council (SHDC).

4a. 2088/26/HHO - Refurbishment and loft extension to existing property. Moonrakers, Totnes Down Hill, Totnes, TQ9 5ES.

Object to the current design due to the mass and bulk (including eaves height) of the proposed roof, and how this would look and reflect light from across the river. However, the Committee does not object to the additional accommodation, which could be achieved through a shallow pitched roof and integrated PV panels.

The Committee also has the following comments on the proposed design:

- Material Palette – in general this is acceptable but it is felt that metal clad walls is not inkeeping and would be detrimental when viewed from across the river, with timber preferred.
- Glazing – there are large areas of glazing on the north west and north east elevations. The impact of light spill on wildlife needs to be considered. Consideration should be given to solar heat gain and the shading of these areas in hot weather.
- External Lighting – there is no mention of any external lighting in the application but it should be conditioned to ensure that any permitted levels are low to reduce the impact on wildlife.

4b. 2298/26/HHO and 2299/26/LBC - Retrospective Application for the installation of one replacement window, one additional window in the attic bedroom, and a rooflight in the attic bathroom. 9 Times Mews, Totnes, TQ9 5HF.

Object. The Committee would welcome the assessment of the Heritage Officer on the following comments on this application:

- Disruption to the design and symmetry of the building - The half-moon window installed on the West gable end is asymmetrical to the ridge line, and the rooflight on the south elevation is not symmetrical between the dormer edge of the roof.
- Half-Moon window – this window has come from a non-domestic building and is too large for the space available on the west gable end.
- Impact of the window designs on the Integrity of the conservation area (which is visible from the Mansion and library) and the unauthorised removal of the historic fabric of the listed building.

4c. 2261/26/HHO - Erect a sauna building within the rear garden. 6 North Castle Mews, North Street, Totnes, TQ9 5NQ.

Comment - the Committee requests that the Planning Officer considers the point of the removal of the permitted development restriction and if this will set any precedent.

4d. 2550/26/VAR - Variation of condition 3 of 1926/25/FUL (Proposed extension to petrol filling station sales building & installation of jet wash facilities). Morrisons Service Station, Station Road, Totnes, TQ9 5JR.

Support.

4e. 2374/26/ARC - Application for approval of details reserved by condition 4 (Slates) of planning consent 1636/26/LBC. 4 Leechwell Lane, Totnes, TQ9 5EA.

Comment – the Committee defers to the view of the Heritage Officer.

6. HERITAGE AT RISK REGISTER

To consider any buildings/features in Totnes that should be included in the Heritage at Risk Register.

It was **AGREED** to suggest two buildings for inclusion:

- Malt Mill Barn, Lower Collins Road which is derelict and has cracks in the walls.
- Brunel Pumping Station, Former Dairy Crest site.

It was **AGREED** to share the email about the Heritage at Risk register with the Dartington Parish Clerk to consider buildings in that parish.

7. TORBAY LOCAL PLAN REGULATION 19 CONSULTATION

To consider the Torbay Local Plan 2025-45: Publication Plan (Regulation 19) and any response.

It was **AGREED** that the Council has no further comments to make at this stage in the process.

8. TOTNES NEIGHBOURHOOD PLAN UPDATE

To note an update on the Totnes Neighbourhood Plan.

Noted.

9. DATE OF NEXT MEETING

To note the date of the next meeting of the Planning Committee – Monday 19th October 2026 at 6.00pm in the Guildhall.

Noted.

The meeting closed at 8.00pm.

Sara Halliday
Governance and Projects Manager
September 2026