



AGENDA FOR THE PLANNING COMMITTEE

MONDAY 18TH NOVEMBER 2024 IN THE GUILDHALL

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

You are hereby **SUMMONED** to attend the **Planning Committee** on **Monday 18th November 2024** at **6.30pm** for a maximum of 90 minutes in the Guildhall for the purpose of transacting the following business:

Committee Members: Councillors T Bennett (Chair), L Auletta, S Collinson, T Cooper, J Cummings, J Hodgson, L Smallridge and M Trant.

1. WELCOME AND APOLOGIES FOR ABSENCE

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 90 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.

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

The Committee will adjourn for the following items:

PUBLIC QUESTION TIME

A period of 15 minutes will be allowed for members of the public to ask questions or make comment regarding the work of the Committee or other items that affect Totnes.

The Committee will convene to consider the following items:

2. CONFIRMATION OF MINUTES

To approve the minutes of 21st October 2024 and update on any matters arising. Document attached.

3. TREE WORKS APPLICATIONS

To make recommendations on the following tree works applications:

3a. 3414/24/TPO - See tree survey report. Leatside Surgery, Babbage Road, Totnes, TQ9 5JA. See <https://southhams.planning-register.co.uk/Planning/Display/3414/24/TPO>

3b. 3492/24/TPO - T1: Lime - Crown reduction by 2 metres in height, Lateral reduction by 1.5 metres on western aspect, 2 metres on southern aspect, 2.5 metres on eastern aspect, 2 metres on northern aspect, Crown thin canopy by 10%, Crown lift to 5 metres above ground

level, including epicormic growth & T2: Lime - Crown lift to 5 metres above ground level & thin canopy by 20% inc epicormic growth - All works are proposed as part of the reasonable & responsible management of these vigorous trees. Throgmorton House, New Walk, Totnes, TQ9 5GZ. See <https://southhams.planning-register.co.uk/Planning/Display/3492/24/TPO>

3c. 3542/24/TPO - T1: Poplar - reduce by approx 5m and bring the sides in by approx 1-2m, see picture. Due to health and safety, falling branches. Travis Perkins, Station Road, Totnes, TQ9 5JR. See <https://southhams.planning-register.co.uk/Planning/Display/3542/24/TPO>

3d. 3442/24/TCA – T1: Magnolia - Crown reduction by up to 1-2m on all sides to provide sufficient clearance away from adjacent building for sufficient clearance whilst maintaining canopy form & Crown lift above highway ensuring no foliage encroaching within 5.2m from ground level. Little Priory Court, Fore Street, Totnes, TQ9 5NJ. See <https://southhams.planning-register.co.uk/Planning/Display/3442/24/TCA>

4. PLANNING APPLICATIONS

To make recommendations on the following planning applications:

4a. 3048/24/OPA - Application for outline planning permission with all matters reserved for one dwelling. Land at Sx 787 607, Wall Park, Totnes. See <https://southhams.planning-register.co.uk/Planning/Display/3048/24/OPA>

4b. 3291/24/LBC and 3292/24/HHO – Listed Building Consent and Householder application for conversion of flat roof into terrace. 1A Plymouth Road, Totnes. See <https://southhams.planning-register.co.uk/Planning/Display/3291/24/LBC> and <https://southhams.planning-register.co.uk/Planning/Display/3292/24/HHO>

4c. 3148/24/LBC - Listed Building Consent for proposed installation of 2no Juliet balconies to North elevation, replacement doors & windows to South & West elevations. Bogan Stable, North Street, Totnes, TQ9 5NZ. See <https://southhams.planning-register.co.uk/Planning/Display/3148/24/LBC>

4d. 3312/24/LBC - Listed Building Consent for removal & replacement of internal plaster, installation of drainage gully, replacement of heater units. Totnes Museum, 70 Fore Street, Totnes, TQ9 5RU. See <https://southhams.planning-register.co.uk/Planning/Display/3312/24/LBC>

4e. 3263/24/LBC – Listed building consent for refurbishment of existing outbuilding, new sliding doors & works to roof. 10 Plymouth Road, Totnes, TQ9 5PH. See <https://southhams.planning-register.co.uk/Planning/Display/3263/24/LBC>

4f. 2958/24/HHO – Householder application for entrance canopy, stair access to upper floor, dormer to rear, repositioned near door & garage. Spring Meadow, Dartington, TQ9 6EU [consulted as a neighbouring parish to the site]. See <https://southhams.planning-register.co.uk/Planning/Display/2958/24/HHO>

4g. 2845/24/HHO – Householder application for front dormer extension. 19 Lansdowne Park, Totnes, TQ9 5UW. See <https://southhams.planning-register.co.uk/Planning/Display/2845/24/HHO>

4h. 3497/24/VAR – Application for variation of condition 3 (customer hours) of planning consent 1209/21/FUL. 4 Birdwood Court, High Street, Totnes, TQ9 5SG. See <https://southhams.planning-register.co.uk/Planning/Display/3497/24/VAR>

4i. 3338/24/VAR – Application for variation of condition 2 (approved drawings) & 3 (stonework) of planning consent 2150/23/FUL. Flat 1 Moat Hill House, Totnes, TQ9 5ER. See <https://southhams.planning-register.co.uk/Planning/Display/3338/24/VAR>

4j. 3517/24/VAR - Application for variation of Condition 4 (slates) of planning consent 1994/24/HHO. 3 Gills Nursery, Totnes, TQ9 5DG. See <https://southhams.planning-register.co.uk/Planning/Display/3517/24/VAR>

4k. 3163/24/VAR - Application for variation of condition 3 (materials to match) of planning consent 1234/23/HHO. 27 Lansdowne Park, Totnes, TQ9 5UW. See <https://southhams.planning-register.co.uk/Planning/Display/3163/24/VAR>

5. TRAFFIC AND TRANSPORT FORUM

To note the minutes from the Traffic and Transport Forum and Steering Group held on 30th October. Documents attached.

6. DATE OF NEXT MEETING

To note the date of the next meeting of the Planning Committee – Monday 16th December 2024 at 6.30pm in the Guildhall.

S Halliday
Governance and Projects Manager
13th November 2024

USE OF SOUND RECORDINGS AT COUNCIL & COMMITTEE MEETINGS

The open proceedings of this Meeting will be video recorded. If members of the public make a presentation, 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 Councillor Committee debates are permitted and anyone wishing to do so is asked to inform the Chair of the respective Committee of their intention to record proceedings.



DRAFT MINUTES FOR THE PLANNING COMMITTEE

MONDAY 21ST OCTOBER 2024 IN THE GUILDHALL

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

Apologies: Cllrs Collinson and Hodgson.

Not Present: Cllr Smallridge.

In Attendance: Member 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 Bennett read out a statement about how the meeting would be conducted and recorded.

The apologies were accepted.

The Committee will adjourn Standing Orders for the following items:

PUBLIC QUESTION TIME

There were no members of the public who wished to speak.

The Committee reconvened Standing Orders.

2. CONFIRMATION OF MINUTES

To approve the minutes of 21st September 2024 and update on any matters arising.

The minutes were approved as an accurate record of proceedings. Matters arising:

Item 6 – Parish Housing Profile. It was **RESOLVED** to write to South Hams District Council with the comments as drafted.

Item 9 – E-Bike Scheme. It was **RESOLVED** to accept the recommendation.

3. TREE WORKS APPLICATIONS

To make recommendations on the following tree works applications:

3a. 3195/24/TPO - T1 : Liquidambar styraciflua - Crown height reduction by up to 2 meters, lateral crown reduction by up to 2 meters, works required due to the proximity to ours and neighbouring properties & a branch resting on neighbouring property wall, reductions also required to allow more light into neighbouring properties. T2: Juglans regia (Walnut) - Crown height reduction by up to 1.5 meters, Lateral crown reduction by up to 1 meter, reducing the height & width to allow more light into neighbouring property. Victoria House, Victoria Street, Totnes, TQ9 5EF.

Support.

3b. 3014/24/TCA – T1: T1: Lawson Cypress - fell and replant with native species. T5: Purple Leaf Plum - crown lift to provide 4m clearance from driveway and footpath, 2m lateral reduction on Northern aspect to remove encroachment to main road. Hay Hill, Plymouth Road, Totnes, TQ9 5LH.
Support.

3c. 2876/24/TCA - T1: Conifer - removal of overhanging and low hanging branches overhanging garden of 1 North Castle Mews. Bogan Cottage, North Street, Totnes, TQ9 5NZ.
Support.

4. PLANNING APPLICATIONS

To make recommendations on the following planning applications:

It was agreed to bring forward item 4H as the applicant was in attendance.

4h. 3089/24/FUL Change of use from Sui Generis (club) to single dwellinghouse (C3). Totnes House (formerly Totnes Conservative Club), Station Road, Totnes, TQ9 5HW.

Support. The change of use to residential is less of a concern as the property is sited away from Fore/High Street and is located in what is predominantly a residential area.

4a. 2915/24/FUL – Extension to cottage and sub-division to form two separate dwellings. Causen Cottage, The Grove, Totnes, TQ9 5ED.

Object. The comments made by the Committee in July 2024 have not been addressed and concerns remain, namely:

- Rainwater down pipes on the front elevation: are shown discharging directly onto the ground which will cause additional flow onto the lane and potentially affect neighbouring buildings; and the proposed rainwater goods are visually unacceptable in this location on the baste wall within the conservation area. Currently the south-facing roof drainage is taken back into the site to be dealt with and this should remain the case.
- Drainage calculation is based on a roof area of 32sqm but gross GIA is stated as 47sqm therefore the calculation appears incorrect. No calculation has been made for the paving – further information is required on its permeability. Mention is made of smart water butts but none are shown on the plans. The attachment illustrates this discrepancy.
- Creation of 2 x parking spaces (two for each dwelling, currently two in total) will cause congestion problems in the lane and will result in loss of vegetation on both sides of the lane which contribute to the rural character of this location ‘outside’ of the fortified town wall. The structural engineer’s report states that the bank in front of the wall should be retained which is not compatible with the creation of the parking spaces.
- Loss of vegetation and planting in the garden - mitigation for loss of biodiversity is required.
- The location of the proposed air source heat pump is not shown on the plans.

In addition:

- The Ecology Report is out of date and part 2 of the ecology statement is missing.
- Concerns about the alley: question over the ownership of the land where stepped access and the main entrance to the dwelling is proposed – is the Certificate of Ownership correct (representations to the Council suggest Causen Cottage has access over this area only); future accessibility to the rear of the site and from neighbouring properties if steps are

introduced; and changing the profile of the alley given its historic significance as a link to Elizabethan House (Totnes Museum) at 70 Fore Street as part of the historic burgrave system.

- The applicant has misattributed a statement that the Town Council has requested #2 x car parking spaces – this is incorrect. The Town Council raised concern about the ability to accommodate #2 x spaces as proposed on the lane.

4b. 2276/24/HHO - Householder application for single storey rear extension with pitched roof to provide a larger kitchen & dining space. 4 Brooklands, Totnes, TQ9 5AR.
Support.

4c. 2273/24/HHO – Householder application for demolition of garage and construction of annexe. 38 Follaton, Plymouth Road, Totnes, TQ9 5ND.

Comment – whilst the Committee does not object to ancillary accommodation on this site and of this scale, it has concerns that it does not meet with the objectives of the Climate Emergency Compliance Form in terms of including any renewable energy or storage, or mention insulation proposed for the annexe.

4d. 3113/24/LBC – Listed Building Consent for proposed repairs to building fabric inc. removal & replastering of lime plaster to ground floor, removal of floorboards & replacement of timber flooring. 6 Cistern Street, Totnes, TQ9 5SP.

Comment – the Committee has no objection if the Heritage Officer is content with the solutions proposed. If the flooring is to be removed and replaced, the Committee hopes that insulation is installed under the floor if it is appropriate to do so.

4e. 3098/24/VAR - Application for variation of condition 2 (approved plans) & removal of condition 3 (natural slate) of planning consent 2113/24/HHO. Sharpham Lodge, Moat Hill, Totnes, TQ9 5ER.
Support.

4f. 2457/24/LBC – Listed Building Consent for replacement of external windows and doors. Seymour Court, Bridgetown, Totnes.
Support.

4g. 3264/24/ARV – Application for approval of details reserved by condition 3 (Construction Management Plan) to planning consent 2559/24/LBC. 10 Plymouth Road, Totnes, TQ9 5PH.
Support. The Committee welcomes the document and would wish to encourage that deliveries between 0800-0900hrs and 1500-1600hrs – the school run – are avoided or where this is not possible that a banksman is used to ensure the safety of pedestrians.

5. DEVON AND TORBAY LOCAL TRANSPORT PLAN 4 CONSULTATION

To consider the Devon and Torbay Local Transport Plan 4 Consultation and make any recommendations to Full Council (deadline 30th November 2024).

It was **AGREED** to circulate a draft recommendation (below) out of Committee for inputs to finalise the wording that will go to Full Council in November.

To **RECOMMEND** to Full Council that it responds to the consultation with the following:

On behalf of Totnes Town Council, we welcome the opportunity to comment on the Devon and Torbay Local Transport Plan.

LTP4 commits to "unlocking development" by working "with partners to deliver infrastructure to support the Plymouth and South Devon Freeport" (p18). We believe this must include addressing capacity and safety issues on the A385/381 within Totnes, as the promised economic benefits and job creation at the Freeport will inevitably lead to increased traffic volumes along this road.

The anticipated growth in jobs, especially at Sherford / South Devon Freeport, coupled with the high number of car-based inter-town commuters in Torbay and the Growth Areas, suggests that without strategic improvements to the A385, this key route will become increasingly congested. See Key Statistics Summary Consultation: "highest proportions of commuting by car" in the region are found in these locations, and specifically from Paignton (p30 Consultation Draft). The knock-on effects will be felt not only in Totnes but across South Devon. P34 states "We will expect development proposals, particularly those on the outskirts of Paignton, to mitigate their impact on the operation of the Major Road Network. This includes sections of the A380, A385 and A3022 on the ring road. We will expect this mitigation to include enhancing the active travel infrastructure along the ring road. This will encourage more short distance trips to be made sustainably and free up capacity" but this does not address negative impacts accruing from longer distance travel.

Therefore, while we support the broader aims of the Plan, we have a number of concerns specifically in relation to the absence of investment in critical transport infrastructure along the Major Road Network that passes through Totnes (which also causes knock-on congestion within our town centre).

A385 Congestion and Lack of Investment

The A385/A381 running through Totnes represents a significant bottleneck; this route carries 21,000 AADF vehicle movements (DfT figure 2023) plus an additional 4,000 vehicles which cut through Totnes town centre to avoid congestion on the A roads during peak hours - 70% of this traffic is through traffic. As noted above, the Local Transport Plan does not propose any tangible investment to alleviate delays. Deliverable interventions need to be identified to improve resilience on this route, such as the use of technology to improve vehicle flow and reduce noise levels.

Changes to Redworth Junction were delivered under LTP3, completed in 2013, but long tailbacks continue to occur here. To assist with easing traffic flow we would request that the phasing of the traffic lights is adjusted to favour the heavier flow of traffic at peak hours (towards Plymouth in the morning, and Torbay in the evening). Mitigations to decrease severance across the main road and, thus, to smooth traffic flow within the AQMA zone, should result in faster regional journeys and better local air quality.

Regional Connectivity and Inward Focus of Proposals

Proposals for Torbay predominantly address local transport issues within the bay and do not adequately take into account the wider context of regional connectivity towards the south (northern links towards Newton Abbott and Exeter were improved under LTP3). Given the proximity of Torbay to the Plymouth Urban Fringe and Freeport, and Plymouth City itself, the plan should consider improvements that enhance transport links between these key growth areas. The absence of tangible improvements to connectivity between these regions is a missed opportunity to create a more integrated transport network that can support economic growth across South Devon.

Totnes is currently categorised under "Rural Devon, Market & Coastal Towns" within the LTP4. We believe this underplays the strategic location of the town which is critical to the growth agenda of Torbay. We urge a reassessment of Totnes' categorisation to better reflect its pivotal role in regional connectivity.

Improvements within Coastal and Market Towns

Whilst we recognise the importance of improvements within strategic urban centres (Torbay and Exeter), the LTP4 does not currently adequately address the need to improve connectivity both between and within settlements that are included in the Market and Coastal Town place-based strategy and action plan. The aim to 'enhance town centres through reducing the dominance of vehicles and improving the public realm' is listed in the Growth Area place-based action plan, but applies equally to the Coast and Market Towns in order that they can fulfil the aims of places "to be naturally active".

We strongly support the aims identified on p50 'Town squares and similar public spaces can help support the vitality of town centres and host seasonal and community events that enrich people's sense of place. We will focus on improving these spaces where we can also improve road safety, noise levels, air quality or access to local active travel networks.' but note that no specific actions have been identified that address these. We would be pleased to work with you to achieve these aims.

BSIPs - We support the general intention to improve bus services but are concerned that Totnes will not benefit from specific proposals outlined in LTP4. Connections between Torbay and the Growth Areas need enhancing, and this would naturally facilitate additional provision through Totnes. We note the use of 'Bob the Bus' as a Case Study (p52). Additional support for this service is required and collaborative working as outlined to 'support and broaden community transport services... tailored to specific needs' would be welcomed.

20mph Communities - We strongly support this initiative which we believe should be rolled out universally in settlements as a matter of priority. Reducing speed within towns and villages would significantly support active travel and is an inexpensive way to improve safety, health and wellbeing (p61 'We will also increase the number of 20mph villages and town centres where the limit is justified and locally supported.')

LCWIP - The focus on specific Multi Use Trails should be extended outwards. There is a strong need to create a joined-up network of cycle routes which would enable better commuter travel to encourage behaviour change. Without this people will be deterred from using routes regularly as part of their day to day lives. The Totnes - Buckfastleigh cycle route should be included as it already has significant land owner support.

Green Lanes - 'quiet routes for cycling, walking and riding' are strongly supported but none are identified to be taken forward. Our Traffic and Transport Policy and Open Space, Sports, Recreation and Wellbeing Policy include specific proposals that could be utilised towards this aim.

Additional EV Charging and a 'Hub and Ride' would also be welcomed in town.

Section 9 Asset Management and Road Safety

We support the following initiatives and ask that Totnes is included in rolling these out:

- tune our traffic signal timings to make them more responsive to changing travel patterns and improve traffic flow.
- trial changes to speed limits to improve safety and reduce emissions.
- provide green lanes that enable active travel. We will continue to explore and trial options to do this where it aligns with this plan's objectives and is supported by local communities.

Section 14 Our action plan for rural Devon and market and coastal towns

We strongly support the general measures listed but consider that there needs to be a step-change in delivery, noting that none of the specifically identified schemes include Totnes despite its importance as both a gateway for visitors to South Devon and its strategic location between growth areas.

Conclusion

Totnes Town Council is committed to working with the Torbay, Devon County Council and other stakeholders to address the transport challenges facing our town and the wider region. We urge the CCA to reconsider its approach to investment in regional connectivity, particularly in relation to the A385, and to include Totnes in future infrastructure plans that align with the broader goals of LTP4, the Devon Carbon Plan, and LCWIPs.

The Committee voted to extend the meeting by 15 minutes.

6. DEVON COUNTYWIDE LOCAL CYCLING AND WALKING INFRASTRUCTURE PLAN (LCWIP) CONSULTATION

To consider the Devon Countywide Local Cycling and Walking Infrastructure Plan Consultation and make any recommendations to Full Council (deadline 30th November 2024).

To **RECOMMEND** to Full Council that it responds to the consultation with the following:

Totnes Town Council is saddened that Totnes has not been included in the DCC LWIP for any projects and has the following comments to make:

- We would wish to see the Buckfastleigh to Totnes Sustrans cycle route included in the list of projects, as it is a route that will enable safer cycling to work and school, rather than being predominantly a leisure route.
- Health and Wellbeing section – makes no mention of air pollution or the '20's plenty' scheme.
- There needs to be a joined-up network of routes as without this, people will be deterred from using them.
- The South Hams District Council LCWIP should be added to the list of LCWIPs in development/adoption. The Council would very much encourage the discussion between Devon County Council and South Hams District Council to encourage joined up thinking on their respective LCWIPs.

7. SOUTH HAMS DISTRICT COUNCIL LOCAL CYCLING AND WALKING INFRASTRUCTURE PLAN (LCWIP) CONSULTATION

To consider the South Hams District Council Local Cycling and Walking Infrastructure Plan Consultation and make any recommendations to Full Council (the consultation deadline was 11th October 2024).

To **RECOMMEND** to Full Council that it responds to the consultation with the following:

Totnes Town Council strongly supports the South Hams District Council LCWIP and would welcome funding for the projects. The Council acknowledges that further work is required to fully develop the projects/proposals. The Council would very much encourage the dissemination of this work with Devon County Council to encourage joined up thinking on their respective LCWIPs.

8. WOODLAND CREATION, BOWDEN PILLARS

To consider a proposed woodland creation scheme located at Bowden Pillars Farm, located above Totnes and make any comments to the Forestry Commission.

Support. There is a small concern that some of the permissive paths do not lead anywhere.

9. BOB THE BUS LETTER OF SUPPORT

To consider a request for a letter of support to nominate Bob the Bus for a King's Award and make a recommendation to Full Council.

To **RECOMMEND** to Full Council that a letter of support is drafted to nominate Bob the Bus for The King's Award for Voluntary Service.

10. DATE OF NEXT MEETING

To note the date of the next meeting of the Planning Committee – Monday 18th November 2024 at 6.30pm in the Guildhall.

Noted.

The meeting closed at 8.20pm.

Sara Halliday
Governance and Projects Manager
October 2024

Traffic & Transport Forum

Meeting Notes

1. Introductions

Those Present: Graham Bennett (chair) Cllr Luisa Auletta, Cllr Jacqi Hodgson, Cllr Chris Beavis, VC, GE, Cllr Wendy Bloomer, Cllr Ashton Chadwick, RM, HC, NR, AF, RG, CG, and Gemma Bristow officer at SHDC.

Apologies: Cllr Anna Presswell, Cllr Tim Bennett, and VW.

Note keeping: Lisa Baumback

The meeting noted the intention to use Zoom to record the meeting to assist note taking, not for 'broadcasting'.

Changing Context: Government's new budget was set today. This may well shape our future.

2. Active Travel – Update and discussion for SHDC consultation

LA introduced the consultation on the Local Cycling and Walking Infrastructure Plan (LCWIP) which had been the subject of public engagement at the Civic Hall on 1 October. Implementation of the Plan will depend on resources being made available. TTC are fully engaged so as to be ready to access funding if and when it becomes available in the future. She also explained that 2 other consultations are also being undertaken:

- Devon County Council (DCC) are consulting on their LCWIP – it has no specific proposals for Totnes, but it does include a route from Buckfastleigh to Ashburton. TTC Planning Committee is responding and asking DCC to take proper regard for the SHDC work for Totnes.

AGREED ACTION: All present were asked to respond to the DCC Consultation, and give support for the Sustrans proposal for a Totnes to Buckfastleigh link.

- LTP4 - Devon and Torbay Local Transport Plan 4 – is also being consulted on. A full response is going in from the Planning Committee and Full Council, based on the Policy documents to which the Forum/SG have contributed, pursuing concerns about the lack of investment to overcome traffic growth between Torbay and Plymouth.

AGREED ACTION: TTC response to be sent to these can be found in the October planning committee minutes here: <https://www.totnestowncouncil.gov.uk/wp-content/uploads/2024/10/Planning-Committee-Papers-21-Oct-24.pdf>

LA then introduced Gemma Bristow from South Hams District Council (SHDC), who shared the map with the identified active travel routes in the area. (This does not include a Leatside path which has recently been identified as being in need of upgrading.) The map also highlights the potential barriers to access that were identified by the independent consultants who audited the routes, and included comments made by those attending the Civic Hall event. The top 10 projects will be identified by the end of this year. Generally the intention is to look for projects which impact on the greatest number of people, which is more difficult for rural areas. Evidence is needed to secure funding – though there is none at present. The meeting noted summer population growth, plus the need for initiatives that can bring about behaviour change in the future. SHDC prioritisation will be the subject of future liaison with respective Parishes.

AGREED ACTION: These Minutes to include Link to SHDC LCWIP interactive website here: <https://activetravelshwd.commonplace.is/en-GB/map/map-of-interventions>

3. Potential Locations for Vehicle Activated Signs

Potential locations for Vehicle Activated Signs were discussed and marked on the map. JH commented that DCC recommends that three locations are identified. Two signs will then be provided, and these can be moved between the different locations.

AGREED ACTION: These will be considered further by the Steering Group who will draft a proposal for formal approval and allocation of funds by TTC. This to recommend the adoption of a coordinated approach with adjoining Parishes to avoid unnecessary duplication and make best use of all resources.

Some interest was also shown in the community speedwatch which is active on Plymouth Road.

AGREED ACTION: Details of how to set up a community speedwatch will be shared with the minutes of the meeting.

4. Devon County Council update from Cllr Hodgson.

- **Plymouth Road/Western Bypass Crossing**

A site visit took place again on 6 September. This was a useful exercise and enabled interesting conversations with pedestrians regularly using the route. DCC have stated that two additional lights on the crossing would cost £200,000. Cllr Hodgson is challenging this. It was suggested that a minor change to the sequencing of traffic lights would be a great help.

- **Schools** – JH said that St John's and the Grove are carrying out surveys on getting to school, and results are awaited.

- **Accessibility of new walking and cycling infrastructure**

DCC continues to communicate with representatives from people with a range of disabilities to ensure any future design of cycling and walking routes are accessible.

5. Receipt of any community matters

The Access-for-All route between Totnes and Littlehempston was raised. There is great concern that the Planning Application made by South West Water does not show the route between Totnes and Littlehempston. This is being pursued through the Planning Committee. Application reference is 2929/23/FUL

AGREED ACTION: Mailing list and members were encouraged to comment.

[Post-meeting note – the link to the Application had been circulated since the meeting.]

6. Date of next meeting Wednesday 29 January 2025 at 6:30pm – This will be the AGM.

Please get in touch if you have any topics you think should be discussed at the next Forum. Potential topics from discussions were:

- Mobility scooters, and increasing use with an ageing population.
- Community Speedwatch.
- Speed Bumps.
- School Travel Plans.

Outstanding due to lack of time: Agreement of Notes of Forum held 31 July.

Totnes & District Traffic & Transport Steering Group
30 October 2024 7.50-8.30pm
Guildhall, Totnes

Notes

Present: Graham Bennett (Chair) (GB) Luisa Auletta (Deputy Chair) (LA)

 [REDACTED] (GE) Jacqi Hodgson (JH)

 [REDACTED] (WB) [REDACTED] (HC)

 [REDACTED] (VC) [REDACTED] (AF)

 [REDACTED] (RM) [REDACTED] (NRa)

Apologies: Anna Presswell (Deputy Chair) (AP) Tim Bennett (TB)

 [REDACTED] (AC) [REDACTED] (VW)

	Item	Action
1	Introduction	
	<p>Introduction: Welcome to all present and, in particular, the meeting unanimously agreed that A [REDACTED] C [REDACTED] (Dartington), W [REDACTED] B [REDACTED] (Staverton), and N [REDACTED] R [REDACTED] (Littlehempston), join the Steering Group as Parish representatives.</p> <p>Note taking: N [REDACTED] R [REDACTED] kindly agreed to support the meeting by note taking.</p>	
2	Any Key Matters Arising from earlier Forum meeting	
2.1	<p>Active Travel (SHDC consultation feedback) –</p> <p>ACTION AGREED: to write to Gemma Bristow:</p> <ul style="list-style-type: none"> • To thank her and colleagues for their well-timed and constructive LCWIP Consultation, and the efforts made to engage with communities. • Noting the Forum is for 'Totnes & District', and that the SG has been joined by representatives from Dartington, Staverton, and Littlehempston. • Noting the benefits of a 'Totnes & District' approach, and SG willingness to bring together and collate responses, should District-wide liaison be possible. 	GB
2.2	<p>Potential locations for Vehicle Activated Signs – JH advised the meeting that the requirement would be to have 3 Signs, moving between 2 locations each sign costing between £1k and £3k.</p> <p>Forum attendees suggested VAS locations by placing dots on a Totnes-wide map. (See Appendix to these Notes for summary details.)</p> <p>ACTION AGREED:</p> <p>To Draft a Proposal, which will bring together:</p> <ul style="list-style-type: none"> • Best locations from the Forum activity including adjoining Parishes. • Costings, source of funds, process for formal approvals. • Responsibility for maintenance, moving signs periodically etc. • How TTC and Parishes could work together for mutual benefit for the above. <p>To meet with A [REDACTED] M [REDACTED] (Neighbourhood Highways Officer) to discuss locations and processes, by Teams and possibly site visits.</p>)) GB) LA) AP JH

2.3	<p>DCC Update</p> <p>JH said that Totnes has won funding for one of its '20's Plenty' bids, and will seek and share further information on this.</p> <p>JH also invited members to attend South Hams HATOC meeting at 10:30 on Thursday 7 November at Follaton House and, if they wish to attend, to let her know.</p>	<p>JH</p> <p>ALL</p>
2.4	<p>Any Community Matters</p> <p>Littlehempston Access-For-All and the SW Water Planning Application</p> <p>NRa explained that the SWW solar farm planning application brings the possibility of completing the long-campaigned for Access-For-All route between Totnes and Littlehempston and beyond, but this relies on the route being provided around the edges of the SWW planned solar farm.</p> <p>The SHDC planning portal has received 350 (rising daily) community comments, all asking for the route's inclusion to be a condition of the planning approval.</p> <p>ACTION AGREED: All encouraged to make own comments. [Post-meeting note – the Application's link had since been circulated.]</p>	<p>ALL</p>
3 Meeting with MP		
	<p>The meeting with our MP is being planned for 2pm Thursday 9 January 2025, (with noon Friday 7 February also being held available just in case) at Follaton House.</p> <p>10 attendees expressed a wish to attend.</p> <p>GB explained the intention to adopt an approach which will follow that used previously, with the objectives of achieving a positive engagement, developing a rapport for continuing relationship, to gain practical insights, and understand better how the MP can help us and how we can help the MP.</p> <p>ACTION AGREED: From discussion the Agenda is to be developed and managed to include the following ...</p> <ol style="list-style-type: none"> 1. <u>Welcome & Introduction</u> – to include reference to the Policy Frameworks for TTC etc. and how it feeds into SHDC and DCC for Planning Applications, with thanks for MP's involvement and update on the Littlehempston Access-For-All route. 2. <u>MP's Vision and Priorities for Totnes</u> – including what the recent Budget means for local communities, and implications for accessing funding in the absence of a Mayor. 3. <u>Our Challenges</u> <ul style="list-style-type: none"> o The big picture for Totnes – explaining the Peninsula Transport consultation on the Strategic Road Network and the significant issues identified for Totnes. LA will outline this, drawing on content presented previously. o Developing partnership working and securing access to funding - Working through and with Totnes Town Council, South Hams District Council, Devon County Council & Torbay Council as the two parts of the Combined County Authority, Peninsula Transport, Department for Transport, etc. We recognise that partnership working is essential, as no one organisation can achieve full community engagement, policy development, and implementation. We want to explore how to achieve a shared vision and constructive engagement with the positive involvement of our MP. 3. <u>Roundtable discussion</u> 4. <u>Conclusions and next steps</u> <p>JH to explore the potential for Notetaking via Zoom app.</p>	<p>GB</p> <p>JH</p>

4	Sweep Up	
	There was insufficient time available for this Agenda item	
5	Notes of SG held 31 July 2024	
5.1	WB noted that she had been listed as present in the Notes of the 31 July SG meeting, but she did not attend it. With this correction the Notes were agreed . JH explained that she will need email addresses of new SG members, to allow circulation of papers.	WB AC NRa
5.2	Matters Arising – see Addendum below as there was insufficient time for this.	
6	Future Meetings	
6.1	Meeting with MP – 2pm Thurs 9 January 2025 (or Noon Friday 7 February) Next regular Meeting will be AGM! - 6.30 Weds 29 January 2025 <ul style="list-style-type: none"> o Forum — 1 topic, receive issues (and AGM formalities). o Steering Group to follow a break after the Forum as usual. Thoughts on the Topic for the next Forum	ALL
A	Addendum to Notes of Steering Group Meeting held 30 October 2024	
5.2 <small>above</small>	Matters Arising not on the Agenda: <ul style="list-style-type: none"> • 'Good' ideas vs unaffordable 'perfect' – Action Planning to be taken into Environment Working Group which JH Chairs. • Peninsula Transport's Implementation Plan – TTC has registered as a stakeholder. • Kingsbridge Hill parking and potential anti-social activities – meeting held with SHDC's Assets Officer, and now with KHARA to consider their options. • Accident at Dartington on 7 July - JH has had liaison with Police. • Strategic relationship with DCC – correspondence exchanged. Being taken into discussions with MP. • Feint road markings – with Inclusive Totnes. • Accessible Totnes Guide and associated audit – AP was to see whether Audit is for SHDC – c/fwd • MP/BusCo meetings – c/fwd • Morrisons Car Parking – c/fwd 	

Appendix

Forum attendees' suggested VAS locations

Further to meeting of Totnes & District Forum held 30 October 2024, attendees proposed the following as potential locations for Vehicle Activated Signs.

Ashburton Road (A385)

- To East of A385/A384 Cider Press Centre roundabout

Barracks Hill:

- To East of Sawpit Lane junction

Plymouth Road:

- To East of Punchards Down junction

Western Bypass (A381):

- To North of Plymouth Road crossing

Western Bypass (A381)

- South of Cistern Street junction

Western Bypass (A381)

- South of Kingsbridge Hill junction

St Katherine's Way

- To East of The Grove junction

Newton Road (A381)

- To North of The Bourtons (needs clarification to locate position)
- Further North still (needs clarification to locate position)

Bridgetown Hill (A385)

- To East of Cross Park

Weston Lane

- To East of St John's School