



AGENDA FOR THE TOWN MATTERS COMMITTEE

MONDAY 27TH JANUARY 2025 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 **Town Matters Committee** on **Monday 27th January 2025** at **6.30pm** for a maximum of 90 minutes in the Guildhall for the purpose of transacting the following business:

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

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 25th November 2024 and update on any matters arising. Document attached.

3. STRATEGY DELIVERY GROUP AND WORKING GROUPS

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

- a. Environment and Public Realm Working Group, 27th November 2024.
- b. Community Working Group, 3rd December 2024 and 6th January 2025.
- c. Economy Working Group, 4th December 2024 and 15th January 2025.

4. GREAT BRITISH SPRING CLEAN AND GREAT BIG SCHOOL CLEAN 2025

To consider any Council involvement in the Great British Spring Clean from 25th March to 10th April 2025. Document attached.

5. COVID-19 DAY OF REFLECTION

To note the national 'Covid-19 Day of Reflection' on Sunday 9th March 2025. Document attached.

6. COMMUNITY AWARDS TIMELINE

To note the timeline for the 2025 Community Awards. Document attached.

7. OPEN SPACE, SPORTS, RECREATION AND WELLBEING PLAN UPDATE

To update on any general matters linked to the Open Spaces, Sport Recreation and Wellbeing Plan (standing item). No document.

8. DATE OF NEXT MEETING

To note the date of the next meeting of the Town Matters Committee – Monday 24th March 2025 at 6.30pm.

Sara Halliday

Governance and Projects Manager

22nd January 2025

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 Councillor 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.



DRAFT MINUTES FOR THE TOWN MATTERS COMMITTEE

MONDAY 25TH NOVEMBER 2024 IN THE GUILDHALL

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

Apologies: Cllr Collinson.

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

The apologies were accepted.

The Committee will adjourn for the following items:

PUBLIC QUESTION TIME

There were no members of the public present.

The Committee reconvened.

2. CONFIRMATION OF MINUTES

To approve the minutes of 23rd September 2024 and update on any matters arising.

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

Item 3d – Environment and Public Realm Working Group. Mosaics. It was **RESOLVED** unanimously by Full Council that the mosaics are located at public transport entry points in the town where some overhead protection is afforded.

Item 4 – Community Composting Scheme on Steamer Quay Road. It was **RESOLVED** unanimously by Full Council that whilst the principle of community composting is supported, further work is required.

Item 5 – Devon County Council Pension Fund Investments. It was **RESOLVED** unanimously by Full Council to write to Devon County Council seeking immediate withdrawal of its investments and pension funds in companies selling arms to Israel as these are contributing to the war in Gaza.

Item 7 - South Hams District Gambling Policy consultation. It was **RESOLVED** unanimously by Full Council that the Town Council responds to the consultation, supports the proposed policy changes

and asks that it includes advertising in public places, for example on bus stops, to ensure gambling advertising is not permitted.

Item 9 – Christmas Markets and Lantern Parade. It was **RESOLVED** unanimously that the Town Council will take part in the lantern procession.

3. STRATEGY DELIVERY GROUP AND WORKING GROUPS

To consider the notes and any actions from:

a. Strategy Delivery Group, 22nd October 2024.

Noted.

b. Community Working Group, 30th September 2024.

Noted.

c. Economy Working Group, 24th September 2024.

Noted.

4. OPEN SPACE, SPORTS, RECREATION AND WELLBEING PLAN UPDATE

To:

a. consider the South Hams District Council comments on the Open Space, Sports, Recreation and Wellbeing (OSSRW) Plan (document attached); and

Cllr Auletta explained the background to the comments and the conversation that she has had with the SHDC officer. She took the Committee through each comment requiring a decision (as oppose to correcting typos, out of date data or summarising information which it was agreed to amend) and the following amendments were **AGREED**:

- To list the section at the top of each page to aid reading of the document.
- Allotments (ref A) – Cllr Cummings will speak to the Totnes Allotment Association to determine the number of people on the waiting list to provide evidence of need.
- Accessible Natural Spaces (ref F12, F13 and F14 respectively) – retain Camomile Lawn, Baltic Wharf and Follaton Oak in this category and remove the entries from Amenity Green Space (ref B4, B6 and B7 respectively).
- Vire Island (Parks and Gardens, G3) – retain under Parks and Gardens rather than Accessible Natural Space, as it is an area that requires maintenance.
- Follaton House Formal Gardens (Parks and Gardens, ref G7) – the Committee wishes to retain this entry.
- Galleon, Steamer Quay (Play Facilities, ref H3) – remove reference to ambition to increase upper age range and costs, and amend the quantity text to remove reference to expanding the play equipment area and ‘maximise opportunities and learning experience through play on the Galleon’.
- Baltic Wharf (Play Facilities, ref H7) – move reference to Phase 2 into the quantity section and delete ‘would encourage’ and replace with ‘suggest more traditional play equipment is installed, to be included within the Phase 2 area’.
- Skate Park (Play/activity Facilities, ref H10) – removal of costs quoted as they are subject to change.
- KEVICC Elmhist Site (Outdoor Sports Facilities, ref I4) – split the two elements into two separate line entries – one for grass pitches, the other for the all-weather pitch (in line with separately identifying the Borough Park facilities).
- Projects – include all projects identified as missed into the table.
- Vision for Borough Park (Project) – Officer requested to look for evidence from the Community Conversation for this request.

- Lack of Football Pitches (Project) – amend project description to ‘informal football pitch with goal posts’ and remove reference to 3G/4G pitches. Officer requested to look for evidence from the Community Conversation for this request.
- KEVICC Elmthirst Site All-Weather Pitch (Project) – include changing facilities and club house to the project description.
- Natural Spaces (Project) – project description is the purchase of additional land, and current description moved to ‘perceived obstacles’.
- Castle Meadow (Project) – remove ‘public’ from ‘better public use’. Further discussion of future use of this space will be through the Environment and Public Realm Working Group.

b. update on any general matters linked to the Open Spaces, Sport Recreation and Wellbeing Plan (standing item).

Cllr Presswell updated on recent meetings with the Tennis Club about drainage in Borough Park and potential solutions for their club house, which would also help the Skate Park and Rugby Club.

Cllr Peters updated on Dart Estuaries meeting and the salt marsh areas around Totnes.

Cllr Auletta had engaged with the Devon Wildlife Trust in relation to the Bowden Pillars project and proposed that they are invited to present their plans at a future committee meeting.

5. VE-DAY 80TH ANNIVERSARY COMMEMORATIONS

To consider taking part in lighting a beacon (representing the ‘light of peace’) as part of national VE (Victory in Europe) 80th anniversary commemorations on 8th May 2025.

To **RECOMMEND** to Full Council that it lights a beacon on Kingsbridge Hill as part of the VE-Day 80th commemorations on 8th May 2025.

6. BUS SHELTER ADVERTISING

To update on the arrangements regarding advertising on Totnes Town Council bus shelters.

Noted. It was **AGREED** that site of the contract to determine end dates would be useful.

7. REFORM OF BATHING WATER REGULATIONS 2013 CONSULTATION

To consider the Department for Environment, Food and Rural Affairs ‘Reform of Bathing Water Regulations 2013’ consultation and make any recommendations to Full Council (deadline 23rd December 2024).

To **RECOMMEND** to Full Council that it responds to the consultation with the following, and a Councillor may provide more general text on the problem of water pollution for inclusion:

Totnes Town Council is supportive of the proposed changes in ‘Reform of Bathing Water Regulations 2013’ consultation including:

- Removal of fixed bathing water season dates (which currently runs from May to September) from the regulations to allow for a more flexible approach to monitoring, extending the dates of the bathing season to better reflect when people use bathing waters.
- Expanding the legal definition of ‘bathers’ to include participants in water sports other than swimming, including paddle boarders and surfers.
- Further considering water quality and public safety when applications for new bathing waters are assessed.
- Introducing multiple testing points at bathing water sites.
- Ending the automatic de-designation of bathing water status after 5 consecutive years of a site being rated ‘poor’, which can damage local tourism and businesses. Instead, underperforming sites will be individually reviewed by regulators, taking into account their unique circumstances.
- Changes to the designation criteria of bathing sites.

- Removing the fixed dates of the bathing season from regulations

8. SOUTH HAMS WAY

To note a project to create a South Hams Way by South Hams Ramblers.

To **RECOMMEND** to Full Council that it supports the proposed South Hams Way footpath.

9. DATE OF NEXT MEETING

To note the date of the next meeting of the Town Matters Committee – Monday 27th January 2025 at 6.30pm.

Noted.

The meeting closed at 8.00pm.

Sara Halliday

Governance and Projects Manager

ITEM 3 STRATEGY DELIVERY GROUP AND WORKING GROUPS RECOMMENDATIONS

Recommendations

Environment and Public Realm Working Group – item 3. PRD2.O Cistern Street/bypass – to **RECOMMEND** to the Town Matters Committee that the Council writes to DCC to see if they have any suggestions of how best to prevent illegal parking/encampments along this stretch of land with boulders, railings, etc.

Community Working Group – no recommendations for the Town Matters Committee.

Economy Working Group – no recommendations for the Town Matters Committee.

ITEM 3A – ENVIRONMENT AND PUBLIC REALM WORKING GROUP 27TH NOV 2024

DRAFT ENVIRONMENT AND PUBLIC REALM WORKING GROUP NOTES FROM 27TH NOVEMBER 2024 MEETING

Present: Cllrs Hodgson (Chair), Auletta, Cummings and Peters

1. To agree the notes of the last Working Group.

The notes were **AGREED**. All recommendations to Committee and Full Council had been resolved.

2. Budget - To note the current budget position for the Environment and Public Realm (EPR) work.

It was **AGREED** that it would be helpful to have the budget item after other discussions at future meetings.

To **RECOMMEND** to the Council Matters Committee that the following allocations from the EPR budget are agreed for in year spend:

- PRD2.F Public Bins - funding allocated for larger '120-size' public bins. Costs have been requested from SHDC.
- PRD2.P Public Art/railway bridge - that the Council paints the railway bridge in town and funding is allocated for this task (cost – TBC).
- PRD7.C Community Composting [new deliverable] - £300 allocated to the Community Composting project to cover the survey cost for printing and distribution. Subject to the results of the public survey and further Town Matters Committee and Full Council discussion, £1500 is allocated/ringfenced for costs for planning permission.
- PRD8.A Vehicle Activated Signage – two signs to be purchased subject to Devon Highways (DH) confirmation of suitable locations. Approx £6K total cost.
- PRD8.C Totnes Welcomes Careful Drivers Signage – costs to be confirmed for signs at main road entry points to the town.

3. Delivery Plan – to review the Delivery Plan.

The table will be updated accordingly with actions or recommendations. Key points raised in discussion were:

PRD1 – Market/Civic Square. There was no update on the steps or plans for the square from South Hams District Council (SHDC) but the Clerk continues to pursue this. It was **AGREED** that general discussion on asset transfer is required should the district council level of local government be threatened.

PRD2 – Public Realm

- PRD2.A A Boards – this is a fluctuating problem. As the Council wishes to engage with business at the moment, and there are resource implications for enforcement, no action at present but review the situation in a year. However, if anything is causing an obstruction on the footway then this should be report to Devon Highways for action.
- PRD2.B Drains – Cllr Hodgson reported that SHDC can provide street sweeping for two days a month.
- PRD2.C Longmarsh – propose installation of larger bins (but outside of TTC parish boundary).
- PRD2.D Table Tennis Table – Vire Island a better location than Borough Park but would need to be sited away from residential dwellings.
- PRD2.E Seagull Survey – to **RECOMMEND** to the Council Matters Committee that this project is removed, as the £2K required would be better invested in larger waste bins to deter seagull activity in the town.
- PRD2.F Public Bins – to **RECOMMEND** to the Council Matters Committee that funding is allocated for larger waste bins. Costs are to be provided by SHDC. **ACTION** – officers to enquire how much Dartmouth Town Council paid for similar large bins.
- PRD2.G Entry to Fore Street Sign and PRD2.H Bollard in Castle Street – complete.
- PRD2.I Roundabout – to return to this project.
- PRD2.J Plymouth Road Phone Box – it was **AGREED** to see if the phone box can be handed back to BT, and if this is a possibility make this a recommendation to the Town Matters Committee. **ACTION** – officer.
- PRD2.K Mosaics, PRD2.L Noticeboard on Ramparts Walk, PRD2.M Planters – ongoing.
- PRD2.N Welcome to Totnes Sign – officers continue to chase Devon Highways on when this sign will be installed.
- PRD2.O Cistern Street/bypass – to **RECOMMEND** to the Town Matters Committee that the Council writes to DCC to see if they have any suggestions of how best to prevent illegal parking/encampments along this stretch of land with boulders, railings, etc.
- PRD2.P Increase in Public Art – to **RECOMMEND** to the Council Matters Committee that the Council paints the railway bridge in town and funding is allocated for this task. Network Rail would not object and don't have the funds to do this. **ACTION** – officers to determine likely costs and requirements for road/pavement closures and working near the road.
- PRD2.Q Public Seating – to return to this project.
- PRD2.R Christmas Lights – the officer gave an update on the faults with the tree lights on The Plains which is being pursued. Tender for installation in 2025.

PRD3 – Town Maintenance Team. The good work being done was noted. The list in the table will strip out the now completed jobs and the TMO will be ask for new longer term tasks to be included.

PRD4 – Asset Management.

- PRD4.G Guildhall Cottage – Cllr Auletta is to meet with the TMO is see the property following the building survey.

Cllr Auletta gave her apologies and left the meeting.

- PRD4.A Conditions Survey – a summary of the report will go to the Council Matters Committee in January 2025.
- PRD4.C Castle Meadow – there was discussion about the access path. Future use of Castle Meadow to be discussed at a future meeting.
- PRD4.F Museum – a planning application has been submitted for heating and drainage solutions.

- PRD4K Guildhall Wedding Use – it was asked whether the cost of the wedding licence and officer time out of hours broke even in terms of wedding income. **ACTION** – officers to update on the position.

PRD5 – Sustainability and the Environment. The Climate Hub is working well.

PRD6 – CCTV/Safe communities. CCTV around the Civic Hall has been agreed by Council.

PRD7 – Climate and Ecological Emergency. It was **AGREED** to add two new deliverables:

- PRD7.C – Community composting.
- PRD7.D – Additional allotments (currently 85 people on the waiting list).

PRD8 – Traffic and Transport.

- PRD8.A Vehicle Activated Signage – to **RECOMMEND** to the Council Matters Committee that £6K (the remaining green travel budget and funding from the EPR budget) is allocated for the purchase of two signs.
- PRD8.B School speed signs and active travel – ongoing.
- PRD8.C Totnes Welcomes Careful Drivers Signs - to **RECOMMEND** to the Council Matters Committee that ~£2K (exact costs TBC) is allocated for the purchase of signage to go under the mains road signs for Totnes.
- PRD8.D Active travel plan – it was **AGREED** that the existing draft plan (now 1 year old and potentially out of date) would be circulated to members for comment and to see how it differs from the Green Travel Plan.

EPR04.3 – Action plan with Devon and Cornwall Police. It was **AGREED** to request that the police attend Full Council on a quarterly basis to update the Council on issues and take questions. **ACTION** – officers to email police Sergeant to request attendance at January Full Council.

EPR05 – Climate and Ecological Emergency. The Climate Action Plan needs to come back to Council for consideration. Include reference to Transition Town Totnes (as well as the Climate Hub) in text which mentions collaboration.

EPR06 – Traffic Management. The ‘20s’ Plenty’ request for Totnes has scored highly and likely to be taken forward.

4. OSSRW Projects – to review and prioritise projects from the agreed OSSRW Plan.

It was **AGREED** that as the Council’s approach has consciously been not to prioritise the OSSRW projects, that future meetings will look at which projects to support from existing S106 allocations and where Council energy is best used.

5. Civic Hall Steps (ref EPR02 & PRD01).

This was covered under item3 – no real update from SHDC.

6. Note the date of the next meeting

Noted, 4.30pm on Wednesday 29th January 2025 in the Guildhall. It was **AGREED** that 2 hours should be allocated for the meeting.

Meeting ended at 6.45pm.

S Halliday

Governance and Projects Manager

ITEM 3B – COMMUNITY WORKING GROUP 3RD DEC 2024 & 6TH JAN 2025

The Community Working Group of 3rd December 2024 was not quorate and therefore there are no notes as the meeting did not take place.

DRAFT COMMUNITY WORKING GROUP NOTES FROM 6TH JANUARY 2025 MEETING

Present: Cllrs Bennett (Chair), Cooper, Presswell and Chinnock.

Note: As the December Working Group wasn't quorate, the 6th January 2025 meeting discussed time-critical items only.

To note the current budget position for the Community work. There is approx. £12,000 of unallocated budget. There are potential allocations for a community mapping project and request from Caring Town.

To **RECOMMEND** to Full Council the following allocations:

- £3.5k for Citizens Advice;
- £1.5K for Caring Town for smaller emergency funding (e.g. food bank); and
- £10k for Totnes Caring with the following comments/requests:
 - To pursue strategic meetings with the NHS – with Cllr Chinnock's assistance.
 - To try to focus to spend on Community Transport users within the Totnes boundary.
 - For future reference it would be useful to know where the service users are from.
 - Could Totnes Caring ask the parish councils in the areas where other service users are based for a financial contribution (again the point of fairness as above).

It was **AGREED** that the proposed Community Mapping project would be discussed in a future Working Group around March, in collaboration with existing community groups.

ITEM 3C – ECONOMY WORKING GROUP 4TH DEC 2-24 & 15TH JAN 2025

Economy Working Group notes - Wednesday 4th December 2024

Working Group: Cllr Roberts (Chair), Cllr Auletta, Cllr Beavis, Cllr Chinnock, Cllr Peters

Apologies: Cllr Trant

Officer: Town Clerk

To consider the notes of the last meeting and agreed actions (Appendix A)

Noted. The Clerk gave brief updates on Christmas late nights and the e-bike scheme.

Cllr Roberts updated on a meeting with South Devon Food Hub who are keen to get involved with future events and are planning a food trail.

Noted that Salcombe/Modbury/Kingsbridge are collaborating in terms of marketing and communications. It was suggested that the possibility of working more closely with Dartmouth and possibly Dartington should be discussed in 2025, using the river link as key branding.

Suggested that key businesses such as the South Devon Food Hub could be invited to a networking meeting in January.

ACTION: Cllr Roberts is going to raise this idea with Chris Shears (SHDC) at the next Community Economic Partnership (CEP) meeting.

To note the current budget position for the Economy work (please note all proposed expenditure will need to be ratified by Council Matters)

It was noted that the initial transport feasibility work of £10,000, as discussed from at the Away Day, was allocated under Economy in the budget being considered by Council Matters.

Update from Community Economic Plan (CEP) Steering Group (Cllrs Roberts, Chinnock, Trant, Hodgson and Price are the agreed reps).

It was AGREED to invite [REDACTED] to the next CEP meeting given the marketing and branding focus and his relevant experience.

Economy actions of the Strategic Plan, in particular:

The delay of the South Hams Festival to 2026 - The Clerk updated on reaching out to other towns in the absence of the 2025 festival. Dartmouth are keen to work together. Further work required but a quick look at the diaries indicates there could be a good programme of events for most of the year between the 3 locations mentioned (including Dartington potentially).

The idea of expanding the TTT anniversary events on the solstice weekend of 20/21st June 25 was discussed. The suggested name was MidSummer Festival. This would require an event coordinator and engagement with existing community groups. Members may wish to increase the proposed budget allocation for supporting external events on this basis. Ideas include a cycle event/e-bike launch, focus on wellbeing and health. The SHDC markets will be running Friday/Sat/Sunday that weekend but it is possible to use other spaces such as the Civic Hall (Sunday), Vire Island, Borough Park. Engage with local businesses, South Devon Food Hub, neighbouring parishes. SHDC have subsequently suggested/offered Follaton Car Park could be used for a park and ride.

Set the date of the next meeting – mid January was suggested possible date for the committee to check please (and non members wishing to attend)

Wednesday 15th January at 6.30pm, Guildhall meeting room. He suggested focus of this meeting is the proposed Mid Summer Festival.

Notes of the Economy Working Group - Wednesday 15th January at 6.30pm, Guildhall

Working Group members: Cllr Roberts (Chair), Cllr Auletta, Cllr Beavis, Cllr Peters

Not present: Cllr Chinnock, Cllr Trant, Gemma Bristow (SHDC)

Other attendees: Traffic & Transport Forum representative (TTF)), Transition Town Totnes representative (TTT)

Officer: Town Clerk

1. To note the minutes of last meeting of 4th December 2024

Noted. Cllr Roberts updated that he is meeting with the Director of The Bull this week.

2. To discuss a mid-summer festival : link to TTT celebrations / other ideas/ theme of wellbeing and community / cycle event / community picnic / Pilates in the park (vire) / who and how to organise.

TTT presented the plans in the lead up to and on the actual 'TTT Celebration' weekend on 20/21st June. The group were supportive of the TTT proposals as outlined. TTT supportive of linking the E-bike project launch into the weekend events. The idea of holding large group exercise classes in town, outside, somewhere like Vire Island was discussed. It was agreed this had potential. Ideas for the

branding of the weekend were briefly discussed with ideas including ‘TotFest’ and ‘MidSummer Festival’.

Concerns about the capacity for coordination/involvement of the Council team was discussed – the idea being that we facilitate and help with seed funding rather than run or oversee the whole event.

It is **RECOMMENDED** to Council Matters that £3,000 of the Economy budget be allocated for the support of this event in expanding into the evening and potentially events on the Sunday.

The emerging ‘Totnes Fringe’ event was also discussed and it was felt by the group that holding it on a separate weekend would be beneficial. There was support for the project and Councillors were encouraged to engage with the organisers to see if there is any support we can offer.

3. To discuss a potential partnership with Dartmouth and/Dartington on events marketing

The group were very supportive of this idea, subject to their being capacity within the staff team, and on the basis it would be a joint project with Dartmouth with shared responsibilities for time and costs. It was felt that keeping to just Dartmouth and Totnes for the first year was preferential. If Dartmouth do not wish to partner we will continue to promote our own programme of events via the Visit Totnes work.

It is **RECOMMENDED** to Council Matters that £500 be allocated from the Economy Working Group budget to support this marketing project.

	Totnes	Dartmouth
May	A music festival in Totnes? Bank Hol weekend 24-26 May?? Tbc	Dart Music Festival
June	Totnes tUKE Ukulele Festival 13-14 June	Dartmouth Swim
	MidSummer Festival TTT - 21 June (Ebike Launch TBC)	Dartmouth Triathlon
	Totnes Fringe tbc?????	Dartmouth Pride
July	South West Beer and Cider Fest 3-5 July	Shakespeare Week
	Totnes Show 27 July? Tbc	
August	Totnes Carnival Odd Object? tbc	Regatta
September	Day of Dance 13 Sept? tbc	Book Festival
	Dart 10k swim 13-14 Sept	
	Riverford EAT festival 21 Sept ??? Tbc	
	Heritage Festival pos 27 Sept? tbc	
October		Food Festival
November		
December	Christmas Late Nights 2, 9 and 16 December	Christmas
	Totnes Carnival lantern parade 16 December tbc??	

4. To discuss the latest progress of the Community Economic Plan project – verbal update Chair

Cllr Roberts updated on the potential delay in consultation period. The importance of the language and content of the survey for businesses was discussed.

5. To consider how to progress the Traffic management / town centre improvements proposal – verbal update

It was agreed that the safety issue of The Old Bridge was urgent. It was agreed that Cllr Auletta and TTF Rep would take this item forward to Traffic and Transport for further discussion and with the aim of a small group working to produce a draft brief for consideration.

6. To note the South Hams Visitor Economy data and the closing of the Street Pastors service – will be forwarded to WG members.

Noted. The reduction in the nighttime economy was discussed. It was felt that perhaps this could form part of the CEP consultation.

7. To note any update on the E-bike project – verbal update Town Clerk

Verbal update given by the Clerk. Members were pleased to hear of the progress. As above the Clerk will contact Gemma Bristow (SHDC).

8. To note any update on the Market Square refurbishments – verbal update Town Clerk

Email updated forwarded by the Clerk prior to the meeting. Members were positive about the progress.

9. To note the budget recommendations from Council Matters – paper to be tabled at the meeting (updated version from Council Matters 13th January)

Deferred to February.

10. To note the date of the next meeting.

The next meeting will be Wednesday 12th or Thursday 13th February at 1pm by Zoom – to be confirmed.

The meeting closed at 8.20pm

ITEM 4 – GREAT BRITISH SPRING CLEAN AND GREAT BIG SCHOOL CLEAN

Extract from the 'Keep Britain Tidy' website:

The Great British Spring Clean is the nation's biggest mass-action environmental campaign. The Great British Spring Clean and Great Big School Clean 2025 return from 21 March - 6 April 2025. In 2024, our army of amazing #LitterHeroes pledged to pick more than 400,000 bags of litter.

Together, we cleaned up the places and spaces we love, as Keep Britain Tidy celebrated its landmark 70th year of protecting the environment.

Last year we spread the word that the environment belongs to everyone! We are proud that hundreds of thousands #LitterHeroes from many different communities are uniting to help tackle litter – some of which has been in our environment since we were founded 70 years ago.

Many of our volunteers regularly find 'retro rubbish' that was dropped many years ago but is still causing harm to our environment today, releasing greenhouse gases as it slowly breaks down in our soil and water, which contributes to the climate crisis.

The good news is that litter-picking is a simple action that anyone can do. It makes an immediate and visible difference to the environment where we live, work and play. In fact around 95% of people surveyed after 2023's campaign agreed they felt they had made a difference to their local area, and 91% said they felt part of a national movement that is taking action to tackle litter.

ITEM 5 – COVID-19 DAY OF REFLECTION

The Clerk has received the following email from NALC:

NALC calls on parish and town councils to support COVID-19 Day of Reflection 2025

The Secretary of State for Culture, Media and Sport, Lisa Nandy MP, has announced a UK-wide COVID-19 Day of Reflection on 9 March 2025. This event will commemorate the fifth anniversary of the pandemic, providing a solemn opportunity for communities to reflect on the lives lost and the impact of the global crisis. In a letter addressed to our chair, Cllr Keith Stevens, Lisa Nandy MP has encouraged parish and town councils to participate actively in the observance. She highlighted the pivotal role of local government in fostering community engagement, urging councils to promote the event, support community-led initiatives, and consider hosting their public events. I echo her words and encourage parish and town councils to participate and continue to create creative and meaningful ways to unite communities.

Officer Note: Given the diverse strength of feeling in Totnes around Covid-19, it is proposed that Council Officers draft an item for social media that acknowledges the day and highlights the positive results of this time through the incredible community work that was carried out and the collaborative working between community groups that started under the Totnes Partnership (set up to help those isolated or vulnerable during various lockdowns) and continues today as the TQ9 Partnerships (most recently focussed in helping those struggling with the cost of living crisis).

ITEM 6 – COMMUNITY AWARD TIMELINE

Nominations for the 2025 Community Award (individual, organisation and Judy Westacott award for lifetime achievement) will open on 3rd February and run until Monday 17th March.

A press release will be put on the Town Council website, shared on social media, included in the Council's 'Totnes Matters' article in the March edition of the Totnes Directory and will be sent to the Totnes Times.

The timeline for considering the nominations by the Council is:

17 March – Nominations close.

24 March – Town Matters Committee to consider nominations in Part 2 and make a shortlist recommendation to Full Council. Invitations to the awards will follow this meeting.

7 April – Full Council to consider the Town Matters recommendation.

9 April – Awards to presented at the Annual Town Meeting (with certificates for runners up).