

Agenda for Totnes Neighbourhood Plan Working Group, Monday 16th September 2019 at 2.00pm in the Guildhall

1. Any matters arising from the last meeting (see attached document).
2. Update on progress.
3. Review of the revised policies (see attached document):
 - Part 9 – Area Policies
 - Part 10 – Delivery and Monitoring
4. To consider preparations for the public consultation, including (see attached document):
 - potential dates and locations for public viewing
 - questions identified by the consultants as being important for public consultation
 - how to display information/what to include
5. Date of next meeting – Thursday 10th October at 6.30pm in the Guildhall.

ITEM 1

TOTNES NEIGHBOURHOOD PLAN (NP) WORKING GROUP, 29TH AUGUST 2019 AT 6.30PM

Present: Cllrs Luker (Chair), Allford, Hodgson and Paine. One member of the public.

1. Matters Arising from the last Meeting – Item 3 and the use of the term ‘development’ had been put to the consultants. It is a planning term that can mean anything from a small domestic extension through to a new community and they advise that replacing ‘development’ with ‘planning application’ could make the document cumbersome. However, the consultants will review this comment again when they have gone through all of the sections.

Air Monitoring – Cllr Luker is speaking to the Clerk about the potential of acquiring hand held air monitoring devices that could be used to monitor air quality in Fore Street and High Street.

2. Update on Progress – Cllr Luker gave an overview of progress since the last meeting. Part 6 (Economy), 7 (Environment) and 8 (Transport) have been reviewed by the consultants (see following items). Part 9 (Area Policies) and a new section (Monitoring and Development) are due in the next couple of week or so. The aim is for the Working Group to have approved a draft NP that can go to the October 2019 Full Council for support before starting the statutory and public consultation phases.

3. Review of the Revised Policies. the wording of the policies was discussed with the following key points **AGREED**:

Part 6: Economy

- Policy E2 – in second sentence replace ‘encourage’ with ‘support’
- Policy E3.1 – in second sentence replace ‘Uses’ with ‘Proposals’.
- Policy E3.4a – amend to ‘improved *vehicle, bicycle and* public car parking provision’.
- Policy E4.f – delete, as it repeats the policy in E3.3, and substitute with ‘monitor and improve air quality’.
- Policy E5 – insert ‘where possible’ before ‘and’ and ‘enhance’.
- Policy E7.1 – in first sentence replace ‘business’ with ‘industrial’.
- Policy E7.3 – insert ‘industrial’ before ‘estate’, and ‘public transport’ before ‘pedestrian and cyclist accessibility’.
- Policy E8 – in second sentence insert ‘reducing waste, generating renewable energy’ after ‘the local food economy’.

Part 7: Environment

- Policy En1 – after ‘increase environmental benefits’ add ‘and ecological enhancements’.
- Policy En3 – check where the ‘target figure of 60kWh per m2’ comes from and if an explanation cannot be found, remove it.

- Policy En5 – after ‘renewable energy generation’ insert ‘and storage’. At the end of this first sentence add a new sentence ‘Solar gain, through the orientation of new buildings and solar panels on south facing roofs will be supported.’
- Policy En6 – re-word first sentence to read ‘The provision of community composting facilities will be supported.’ Insert a new point ‘Improvements to waste management and recycling in residential areas and the town centre street scape is to be encouraged.’
- Policy En7 – insert ‘prevention and’ before ‘dispersal’.
- Section En 8 – insert text into the document about the flooding risk to Totnes (the Policy En8 reference to JLP DEV 35 refers to flooding).
- Policy En9 – insert ‘and enable’ before ‘on-site potential’. Amend the end of the sentence to read ‘...including all land not built on, within and on the outside of buildings, *and in public spaces.*’
- Policy En10 – insert a new final sentence ‘New buildings should aspire to passive house standards.’

Part 8: Transport

- Policy T2 – third point, insert ‘charging’ after ‘parking’.
- Policy T3 – include a new point about a transport hub at the railway station.

The officer will incorporate these textual changes and check any points.

4. Public Consultation Phase. Cllr Luker introduced some ideas of where the public consultation could take place, for example display boards in the Guildhall whilst it is still open to the public, attending the St John’s Community Café in Bridgetown, displays in the foyer of the Civic Hall during the Arts and Crafts Market. Holding sessions at Follaton Hall and Weston Lane Community Hall were also suggested. How to share the information on display boards needs to be considered, and the Consultants have highlighted policies that will be of importance during the public consultation which would be worth drawing to people’s attention as part of the display. Cllr Hodgson suggested speaking to the South Hams District Council graphics Department about how information could be displayed, as they have produced boards for Dartington and Staverton NP.

6. Date of Next Meeting: Monday 30th September at 6.30pm in the Guildhall - noted.

Post-meeting note: the meeting will now be brought forward to week commencing 16th September (date TBC) in order to incorporate comments on the next section and agree format in time to submit to Full Council in October.

ITEM 3

Section 9: Area Policies

Policy KEV1

Proposals for the rationalisation and upgrading of secondary educational facilities on land currently occupied by KEVICC will be supported providing they:

- a. make appropriate provision to at least maintain and where possible or enhance community use of sports, leisure and arts/cultural facilities;
- b. adopt appropriate measures to minimise the impact of traffic through provision for sustainable travel by staff, pupils and visitors; and
- c. are part of a masterplanned approach to the whole site.

Policy KEV2

Residential development will be supported on land no longer required for educational purposes at KEVICC providing it:

- a. is the result of community consultation which encompasses all of the KEVICC site the Sheepfield, the former Magistrates Court site, the Police Station and adjoining houses;
- b. is demonstrated how the proposals will facilitate the upgrading of the school facilities and can be integrated satisfactorily with the school; and
- c. will contribute to the broader objectives of the Neighbourhood Plan, particularly for continuous riverside access, the Northern Quadrant and associated community facilities.

Policy STQ1

At Steamer Quay only leisure or river related development will be permitted. Any such development must:

- a. maintain or enhance leisure and river related facilities and activities on the site;
- b. maintain or enhance existing services, uses, facilities, public areas and rights of way;
- c. have the support of the residents of Totnes and the Totnes Town Council;
- d. not harm the character, amenity, historic, environmental, nature conservation or archaeological values of the area and its surroundings;
- e. respect the site's scenic quality and distinctive sense of place and the setting of the adjacent Conservation Area; and
- f. adopt a high standard of design reflecting the prominence of the location and enhancing the riverside scene.

Policy MSQ1 – Market Square and Civic Hall

Proposals for positive change to the Market Square and Civic Hall will be supported providing they will:

- a. be pursued through widespread inclusive community consultation;
- b. support the economic and social functioning of Totnes town centre;
- c. ensure continuity of market operations;
- d. at least maintain the number of trading pitches available;
- e. at least maintain current levels of town centre parking;
- f. reflect the sensitive historic nature of the location; and
- g. include appropriate arrangements for the long term management of the Market Square and the Civic Hall.

Policy MSQ2 – Town Centre Car Parks

Proposals for redevelopment of any land currently used for town centre car parking (Victoria Street, Heath's Nursery, North Street, the Lamb, Heath Way and the Nursery) will only be supported providing it:

- a. at least maintains the current levels of parking with sufficient resident and visitor car parking within easy walking distance of the town centre;
- b. makes provision for the introduction of electric cars and car sharing technologies;
- c. enhances the visual appearance of town centre parking through the introduction of hard and soft landscaping; such as permeable surfaces, tree planting and flower beds;
- d. respects local amenity, especially for neighbours; and
- e. contributes to the vitality, viability and functioning of the town centre.

Policy LGS1 – Local Green Spaces

The following are designated as local green spaces:

- a. Leechwell, Heath and Lamb Gardens;
- b. the Chicken Run in Bridgetown;
- c. Vire Island;
- d. Totnes Castle grounds;
- e. Follaton House grounds and arboretum;
- f. Borough Park;
- g. Longmarsh [note: this is not in the Totnes Designated area – its Berry Pomeroy];
and
- h. the wetland area adjacent to Brutus Bridge.

These local green spaces will be safeguarded from development. Only minor development directly associated with and necessary for the public enjoyment of the green space will be permitted

Section 10: Delivery and Monitoring

10.1 Many of the plan's proposals will only happen with private sector investment, but this does not remove Devon County, South Hams District and Totnes Town Councils or other public bodies from their responsibilities for infrastructure and services. The plan's policies aim to steer and shape development, but it is expected that developer contributions will be gathered through S106 agreements, Community Infrastructure Levy or similar in order to address any specific mitigation required and to offset the broader impacts of any new development.

10.2 The policies of this plan and the JLP will be complementary, together providing a firm platform for all parties to cooperate in promoting, enabling and delivering beneficial developments and improvements of all kinds. Conformity between plans will be key to unlocking funds to support this plan's delivery, and it is hoped that Devon County, South Hams District and Totnes Town and neighbouring parish councils will take a proactive role in this regard.

10.3 Once the Neighbourhood Plan is approved by referendum it will become part of the local development plan. This means that it will be a material consideration in the determination of planning applications. The South Hams District Council will therefore be required to assess development proposals against the objectives of the Neighbourhood Plan alongside the JLP and any related implementation plan to ensure that the aspirations of the community are being met.

10.4 Monitoring may require the plan to be reviewed in due course to keep it up-to-date and relevant, particularly in relation to changing circumstances related to travel and climate change. A monitoring framework is suggested to help judge the effectiveness of the plan's policies. Any formal amendments to the plan will have to follow a similar process as was used to prepare the original plan.

ITEM 4

Potential dates and locations for public consultation events

- Public Consultation to run from Monday 21st October until Sunday 15th December.
- The draft NP document will be available on the Totnes Town Council Website and Totnes NP website on these dates, with links put on Facebook.
- Displays and comment box in the Guildhall from 21-25 October during usual visitor opening hours (unmanned).
- Display and comment box in the foyer of the Civic Hall Arts and Crafts Markets on 25th October and 22nd November (unmanned).
- Display and comment box at two St Johns Community Café mornings in November (dates TBC and volunteers required).
- Drop in session at Follaton Community Centre (volunteers required, and dates and costs to be explored).
- Guildhall – drop in sessions on two weekday evenings and two Saturday afternoons (dates TBC and volunteers required). [Note: the public consultation in Summer 2017 was open from 11am-3pm and 4-7pm on Friday, and 11am-3pm on Saturday.]
- Display and comment box in the library foyer for at least a week (unmanned, library to be approached to see if possible).
- Subject to Full Council's decision, publicity of the upcoming public consultation via an article in the Totnes Times and details in the November edition of the 'Totnes Directory' (costs required).

Questions identified by the consultants as important for public consultation

Section 5 – Community

Policy C4 – POLICY C4 - Historic and Built Character

New development should respect the historic and built character of the town as a whole and be sympathetic to its immediate setting. Heritage assets, both designated and non-designated, should be protected and new development should aim to compliment them. Innovative design offering a fresh interpretation of local distinctiveness will be welcomed.

Question: what non-designated heritage assets do the community wish to include?

POLICY C6 – Landscape Setting of Totnes

New development should have no adverse impact on the landscape setting of Totnes. New building should not be of a height or mass to obscure views and glimpses of the surrounding hills, nor of a height to break the skyline.

New development should not damage the contribution the town makes to the landscape character of the wider area.

A Landscape Character Assessment for South Hams and West Devon, June 2018 - see landscape character types 3A, 3B, 3C, 3G, 4A and 5A.

Section 5.10 as a whole and

POLICY C9 - Housing

New housing development should address local housing needs, particularly in terms of tenure and size.

Affordable homes should be included at least in line with adopted targets and arrangements should be made to ensure that they remain affordable in perpetuity.

Developments of 11 dwellings or more should include 75% one and two bedroom homes, for smaller developments (apart from single dwellings) the target is at least 50%.

New homes should be designed for sustainable living, incorporate the latest carbon reduction and energy efficiency measures, minimise waste, complement their setting and enhance the locality.

Innovative housing solutions, particularly for small affordable homes, including community led and community owned housing schemes, may be supported in circumstances where other housing developments would not be.

Question: this might benefit from some contextualisation and specific questions seeking a response. Evidence on need suggested an additional 65 homes are required beyond those already in place or with planning permission. This could be through KEVICC and further sites which could include Parkers Barn (26 x 1 bed flats).

Section 6 - Economy

Policy E1 POLICY E1 – The Local Economy

New development should reinforce and enhance the local economy and the function of Totnes as a market town to the benefit of locals and visitors to the town.

Proposals which will generate significant amounts of movement must be accompanied by a travel plan and transport assessment to demonstrate their acceptability.

Development which will create new jobs without harming the town's social and environmental qualities will be supported.

Existing employment land and premises will be safeguarded and kept available for such use unless it can be demonstrated that there is no reasonable prospect of the site's continued use for employment purposes.

POLICY E7 – The Industrial Estate

New development increasing the amount and quality of business floor space on the industrial estate will be supported and must include adequate parking and servicing arrangements. Retail use will only be permitted where it is ancillary and subsidiary to the business.

Not-for-profit community enterprises will be acceptable where impacts on the retail cohesion of the town and parking on the industrial estate can be demonstrated to be acceptable.

Where development includes opportunities to improve the quality or functionality of the estate these should be taken, including pedestrian and cyclist accessibility, parking and riverside access.

POLICY E8 – The Green Economy

New development enabling the green economy in Totnes will be encouraged. This includes development which enables circular economy, re-localisation, the local food economy, and social and community-supported enterprise.

New development enabling the green economy may be supported in circumstances where other forms of economic development would not, provided that the development's ongoing connection to the green economy can be ensured.

Section 7 – Environment

POLICY En2 - The Most Sustainable Use of Land for New Development

All proposals for the development or redevelopment of land, and the reuse of buildings, should demonstrate that they are making the best and most sustainable use of the site, including the layout, density and mix of development, the character and features of the site and neighbouring development, and its location in the town.

POLICY En5 – Renewable Energy Generation

New development is expected to maximize opportunities for on-site renewable energy generation provided that to do so would not significantly negatively impact on local built character, landscape or amenity.

Wind turbine renewable energy applications will only be supported where the proposed development site is in an area identified as potentially suitable for that technology and following consultation it can be demonstrated that the planning impacts identified by local communities have been fully addressed.

POLICY En10 - Designing for Sustainability

The design of buildings should support greater environmental sustainability. High quality innovative design sympathetic to the traditional local vernacular and in keeping with the character of the locality will be welcomed.

Section 8 - Transport

All policies are important as they are ambitious and contentious.

POLICY T1 – Sustainable Transport

New development should be designed to reduce the likelihood of travel by car and support a more sustainable local transport network. This means that it should:

- a. Prioritise walking and cycling as the most favoured modes of transport;
- b. Prioritise public and community transport as the next most favoured modes of transport; and
- c. Take all available and reasonable steps to reduce use of cars, local road congestion and air pollution, including provision of charging points for electric vehicles.

Development which would increase the likelihood of travel by car will not be supported.

Development will be expected to contribute, either through on-site works or by way of a S106 agreement, towards whatever traffic and transport measures may be required to enable that development to be delivered and used sustainably.

POLICY T2 – Walking and Cycling

New development must be well connected to, maintain and seek to improve the functionality and quality of the walking and cycling network in and beyond the town.

Good connections to the walking and cycling network must be a design priority, taking up opportunities to improve freedom of use and road safety for pedestrians and cyclists.

Good provision for safe cycle storage, parking and changing facilities for cyclists and motorcyclists should be designed into development proposals.

POLICY T3 – Public and Community Transport

New development must maintain and improve the functionality and quality of the public and community transport network in the town, and promote car sharing.

Good connections to the public and community transport network must be a design priority.

POLICY T4 - Car Parking

Existing public car parking should be used and managed to best support the overall functional sustainability of the town. Where new development has impacts on public car parking these should be neutral or positive in terms of the overall functional sustainability of the town.

Development that would involve the loss of public car parking will not be permitted unless that loss is made up for elsewhere which will be of equal benefit to the overall functional sustainability of the town or it can be demonstrated that the parking is no longer needed due to changes in vehicle use.

New development should meet its assessed needs for parking on site unless off site provision would be of greater overall benefit to the functional sustainability of the town and the development in question, and that off-site provision can be guaranteed as permanently available to the development.

Parking and charging facilities for electric vehicles, car club / pool vehicles and autonomous vehicles will be preferred to parking for normal private cars. Where new housing development can demonstrate a reduced need for parking due to the utilisation of car club / pool vehicles and autonomous vehicles this will be supported, provided that there are measures in place to support their use.

Provision for cycle and motorcycle storage, parking and EV charging should be provided wherever appropriate.