

MINUTES OF THE PLANNING AND DEVELOPMENT COMMITTEE
2nd July 2026 at 6.30pm in the Town Hall, Windmill Lane, Northam.

Present: Cllrs Hames (Chair), Horrocks, Lo-Vel and Sawyer.

In attendance: Guy Langton (Town Clerk & RFO)

2607/136 To receive and approve apologies for absence, in accordance with Local Government Act 1972 s85 (1)

Cllrs Bach and Newman-McKie submitted their apologies, the reasons for which were approved. There were two vacant seats.

2607/137 Chair's announcements

The Chair announced that Torridge District Council had approved the Northam Neighbourhood Plan for a referendum of the community.

2607/138 To receive any dispensations and disclosable pecuniary or other interests

Members were reminded that all interests must be declared prior to the item being discussed.

2607/139 To agree the agenda as published

It was **resolved** to agree as published, though it was noted that the circulated agenda had two typographical errors and incorrectly identified the minutes to be confirmed as the 30th April rather than 11th June - the correct minutes were circulated, however. Proposed Cllr Horrocks, Seconded Cllr Lo-Vel (all in favour)

2607/140 To confirm as a correct record and sign the minutes of the Planning & Development Committee meeting held on 11th June 2026

It was **resolved** that to approve the minutes of that Planning & Development committee meeting as a true and correct record, they were signed by the Chair.

Proposed: Cllr Lo-Vel, Seconded: Cllr Sawyer (Majority in favour with 1 abstention - not present at the meeting).

2607/141 Public Participation

There were no members of the public present.

2607/142 To receive the Northam Neighbourhood Plan Examiner's report and receive an update on the next steps

As the Chair had announced, TDC had approved Northam 's Neighbourhood Plan to be put to a referendum of the community, expected to be the 3rd September 2026.

The Working Group had met to consider the options for publicising the referendum, noting that the Council could not encourage the community to vote one way or the other but could encourage the community simply to vote. Postal and proxy voting are allowed (The Neighbourhood Planning (Referendums) Regulations 2012. Sch.3 s5 and 14)

The council could only incur limited expenses in publicising the referendum, as described in Sections 4 & 5 of [The Neighbourhood Planning \(Referendums\) Regulations 2012](#)

Briefly, the council can incur referendum expenses of £2,362 + 0.059p/elector

On 31st December, the wards had the numbers were Appledore: 2974, Northam: 4218, Westward Ho!: 3329 = 10,521

10,521 x 0.059p = £620.74.

Total spend allowable: £2,982.74.

Expenses must be declared and include any notional expenses, where property, services or facilities are provided free of charge or at a discount. It is an offence for a campaign organiser to exceed the referendum expenses limits and if found guilty would be liable to a fine of up to £5,000 and/or imprisonment of up to 12 months.

Chair's initials

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2607/143 To note Tree Protection Orders (enclosed)

Land at Knapp House, Northam, Bideford, EX39 1NT - TREE PRESERVATION ORDER 004/2025, as specified in the table below.

Reference	Description	Situation
T1	Lime Tree	In open parkland to south of Knapp House and north of Grooms Cottages
T2	Sycamore Tree	To north of footpath and east of Knapp House
T3	Oak Tree	To east of static caravans at T3 Oak Tree Knapp House and south of Hillside Cottage

2607/144 Torridge District Council Planning Applications:

Torridge District Council, the determining Authority, has asked for comments from the Town Council on the following Parish planning applications:

i) **1/0424/2026/DEM**

Proposal: Demolition of two storey structure and garage extension

Location: Barn At Grid Reference 245505 128192, Lower Cleave, Northam

It was **resolved** to recommend the proposal be granted permission, subject to a condition being placed on the approval that the applicant acquires the necessary European Protected Species Licence from Natural England prior to any work commencing.

Proposed: Cllr Horrocks; Seconded: Cllr Sawyer (all in favour)

ii) **1/0435/2026/FUH**

Proposal: Single storey extension to front of dwelling

Location: 37 The Fairways, Westward Ho!

It was **resolved** to recommend the proposal be granted permission.

Proposed: Cllr Lo-Vel; Seconded: Cllr Sawyer (all in favour)

iii) **1/0445/2026/FUL**

Proposal: Single storey extension and alterations to existing dwelling

Location: Atlantis House, Churchill Way, Northam

It was **resolved** to recommend the proposal be granted permission.

Proposed: Cllr Lo-Vel; Seconded: Cllr Horrocks (Majority in favour, 1 abstention)

iv) **1/0410/2026/REMM**

Proposal: Reserved matters application for appearance, landscaping, layout & scale for 53 no. dwellings pursuant to planning approval 1/0252/2022/OUTM (affecting a public right of way)

Location: Land Off Cornborough Road, Westward Ho!

Noting that the principle of development at this location had been established by the outline permission, the Council had no comments to make at this stage other than to request the S106 is reconsidered and varied if necessary. This was in light of the time elapsed since the S106 agreement was signed, and the likely delay until the contributions are made in this multi-phase development compounded by the effects of Local Government Reorganisation. In particular, the detail referring to the timing of contributions and the provision and management of and community facilities both on the site and across the wider parish would benefit from review.

Chair's initials

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v) **1/0434/2026/FUL**

Proposal: Dwelling (Variation of condition 6 of planning approval 1/1081/2009/FUL)

Location: Development Plot At Tors View, Westward Ho!

It was **resolved** to recommend the proposal be refused permission on the grounds that it would detrimentally affect the skyline vista from the beach, Westward Ho! and the coast path.

Proposed: Cllr Hames; Seconded: Cllr Horrocks (Majority in favour, 1 against & 1 abstention)

vi) **1/0371/2026/REM**

Proposal: Reserved matters application for the approval of appearance, landscaping, scale and layout for the erection of two dwellings pursuant to outline permission 1/0096/2022/OUT

Location: Land At Grid Reference 246387 130514, Alpha Place, Appledore

It was **resolved** to recommend the proposal be refused permission on the grounds that there was insufficient detail contained within the application demonstrating how the design and construction of the planned dwellings would not detract from their setting in the conservation area.

Proposed: Cllr Sawyer; Seconded: Cllr Lo-Vel (Majority in favour, 1 abstention)

vii) **1/0419/2026/FUL**

Proposal: Demolition of existing garage and erection of dwelling (self-build)

Location: Torridge Garage, Torridge Road, Appledore

It was **resolved** to recommend the proposal be refused permission on the grounds that the planned single off-road parking space did not comply with policy DM04 (1)(h) of the North Devon and Torridge Local Plan, which requires new development to 'provide safe and appropriate highway access and incorporate adequate well-integrated car parking'. Nor does it comply with policy TR1 Residential Parking Provision of the emerging Northam Neighbourhood Plan, which seeks to 'ensure that cars are an unobtrusive part of the scene' With only one narrow garage space, it is likely the development as planned will require future occupants to park their vehicle(s) on the road. Setting the structure back on the site would allow for further off-road parking on the site.

Proposed: Cllr Horrocks; Seconded: Cllr Lo-Vel (Majority in favour, 1 abstention)

viii) **1/0385/2026/FUL**

Proposal: Replacement single storey extension and installation of solar panels

Location: 1 Southmoor House, Buckleigh Road, Westward Ho!

It was **resolved** to comment that whilst the proposal was broadly acceptable, it would have been supported by this council if the design of the replacement extension was more in keeping with the style of the rest of main house. As designed in the documents, the proposed replacement extension would be out of keeping with the character of the area and the main building.

Proposed: Cllr Sawyer; Seconded: Cllr Hames (All in favour)

ix) **1/0436/2026/LBC**

Proposal: Replacement windows and doors

Location: 2 Northam House, Heywood Road, Northam

It was **resolved** to recommend the proposal be granted permission.

Proposed: Cllr Horrocks; Seconded: Cllr Hames (All in favour)

Chair's initials



2607/145 Torridge District Council Planning Decisions

It was noted that Torridge District Council, the determining Authority, had **granted** permission for the following applications with conditions as filed:

i) **1/0296/2026/LBC**

Proposal: Installation of iron railings

Location: 5 Odun Road, Appledore

(Northam Town Council recommended that the proposal be granted permission.)

ii) **1/0277/2026/FUL**

Proposal: Proposed extension and alterations of existing garage into office, shower room and gym

Location: Clover Bank, Sandymere Road, Northam

(Northam Town Council recommended that the proposal be granted permission.)

iii) **1/0250/2026/FUL**

Proposal: Demolition of existing barns and erection of two dwellings

Location: Agricultural Buildings at Duckhaven Stud, Cornborough Road, Westward Ho!

(Northam Town Council made no comment at this stage.)

iv) **1/0309/2026/FUL**

Proposal: Proposed internal alterations and single storey rear extension, to include demolition of the existing conservatory and the conversion of the existing garage

Location: 9 Millennium Way, Westward Ho!

(Northam Town Council recommended that the proposal be granted permission.)

v) **1/0327/2026/LBC**

Proposal: Retrospective Internal alterations

Location: 8 Pitt Hill, Appledore

(Northam Town Council recommended that the proposal be granted permission.)

There being no further business, the meeting closed at 6:50pm

Signed.....Dated.....

Chair's initials

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