



**NORTHAM TOWN COUNCIL**  
**Town Hall, Windmill Lane, Northam EX39 1BY**

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**To all members of the Council:**

You are hereby summoned to attend the **PLANNING AND DEVELOPMENT MEETING** on **WEDNESDAY 8<sup>th</sup> January 2025 at 6.30pm**

at The Town Hall, Windmill Lane, Northam for the transaction of the business listed on the agenda overleaf.

**Membership:** Cllr Hames (Chair), Cllr Bach (Deputy Chair), Cllr Brading, Cllr Lo-Vel and Cllr Newman-McKie, plus the Mayor, Cllr Tait, ex-officio.

**Questions by the public:** There will be a period for questions by the public. In accordance with Standing Order 3, members of the public may make representations, ask questions and give evidence at a meeting which they are entitled to attend in respect of any Council business at Full Council, and at Committee meetings in respect of business on the agenda. Anyone wishing to ask questions is requested to notify the Town Clerk by 12 noon on the day of the meeting.

**Recording, photographs and filming:** In accordance with the Council's policy on filming and recording of Local Council and Committee meetings (available to read in the Chamber) and arising from the *Local Government and Accountability Act 2014* the press or public may audio-record, photograph or film meetings, or report from the meeting using social media. As such, members of the public may be recorded or photographed during the meeting. Anyone wishing to record or photograph the meeting must notify the Town Clerk before the commencement of the meeting.

**Public attendance at Council and committee meetings**

As a public body, Northam Town Council understands the need for transparency and accountability. The Council will therefore seek to conduct meetings using practices and procedures set out within the Public Bodies (Admission to Meetings) Act 1960, which states:

*Subject to subsection (2)\* below, any meeting of a body exercising public functions, being a body to which this Act applies, shall be open to the public.*

Subsection (2) states:

*Where a meeting is open to the public, a body may, by resolution exclude the public from the meeting (whether during the whole or part of the proceedings) whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons stated in the resolution and arising from the nature of that business or of the proceedings; and where such a resolution is passed, this Act shall not require the meeting to be open to the public during proceedings to which the resolution applies.*

Therefore, the Council's policy is to allow public access to meetings unless the business being transacted is confidential or there are 'other special reasons' to exclude the public.

*Guy Langton*

Guy Langton, Town Clerk & RFO

Date of issue: 2<sup>nd</sup> January 2025

## **AGENDA**

- 1 To receive and approve apologies for absence, in accordance with Local Government Act 1972 s85(1)** *All apologies must be notified to the Town Council offices prior to the meeting.*
- 2 Chair's announcements**
- 3 To receive any dispensations and disclosable pecuniary or other interests**  
*Members are reminded that all interests must be declared prior to the item being discussed.*
- 4 To agree the agenda as published**
- 5 To confirm as a correct record and sign the minutes of the Planning and Development Meeting held on 12<sup>th</sup> December 2024** *(pages 4-6)*
- 6 Public Participation**  
*Members of the public are permitted to make representations, answer questions and give evidence in respect of any item of business included in the agenda. Each member of the public is entitled to speak once only in respect of business itemised on the agenda and shall not speak for more than 4 minutes. The period of time which is designated for public participation in accordance with standing orders shall not exceed 20 minutes.*
- 7 To receive a verbal update on the progress of the Northam Neighbourhood Plan**
- 8 To note the Torridge District Council Housing Strategy public consultation** *(page 7)*
- 9 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) [1/1043/2024/FUL](#)  
Proposal: Extension and alterations to existing dwelling including new garage and driveway (Variation of Condition 2 of Planning Permission 1/0326/2023/FUL)  
Location: Fordlands, Heywood Road, Northam  
Response date: 30<sup>th</sup> December 2024 (extension granted until 10<sup>th</sup> January 2025)
  - ii) [1/1016/2024/FUL](#)  
Proposal: Replacement single storey rear extension  
Location: 15 Kimberley Park, Northam  
Response date: 2<sup>nd</sup> January 2025 (extension granted until 10<sup>th</sup> January 2025)
  - iii) [1/1063/2024/FUL](#)  
Proposal: Adaptation/replacement of single storey extensions to side/rear of dwelling, enlargement of garage & internal refurbishment works including insertion of roof lights to side elevations  
Location: Cedarwood, Lakenham Hill, Northam  
Response date: 5<sup>th</sup> January 2025 (extension granted until 10<sup>th</sup> January 2025)
  - iv) [1/1071/2024/FUL](#) and [1/1072/2024/LBC](#)  
Alterations and extension to outbuilding to form ancillary accommodation  
Location: Wellesbourne, Limers Lane, Northam  
Response date: 13<sup>th</sup> January 2025
  - v) [1/1001/2024/FUL](#)  
Replacement outbuildings  
Location: 71 Atlantic Way, Westward Ho!  
Response date: 16<sup>th</sup> January 2025

## 10 **Torrige District Council Planning Decisions**

Torrige District Council, the determining Authority, has **granted** permission for the following applications with conditions as filed:

- i) 1/0944/2024/FUL  
Proposal: Erection of rear extension and internal alterations  
Location: Norlow , First Raleigh  
(Northam Town Council recommend the proposal be granted permission)
- ii) 1/0898/2024/FUL  
Proposal: Part retrospective works and extension to existing outbuilding  
Location: Sylvaner, Chircombe Lane, Northam  
(Northam Town Council recommend the proposal be granted permission)
- iii) 1/0934/2024/FUL  
Proposal: Erection of a garage  
Location: Adderley House, 135 Bay View Road, Northam  
(Northam Town Council recommend the proposal be refused permission)
- iv) 1/0961/2024/FUL  
Proposal: Demolition of domestic garage and construction of extensions to the side and rear of dwelling, plus internal refurbishment works and landscaping  
Location: 3 Swanswood Gardens, Westward Ho!  
(Northam Town Council recommend the proposal be granted permission)

## 9 **Torrige District Council Planning Decisions**

Torrige District Council, the determining Authority, has **refused** permission for the following applications with conditions as filed:

- i) 1/0972/2023/OUT  
Proposal: Outline application for 1 no. dwelling with all matters reserved (Affecting a Public Right of Way)  
Location: Land At Grid Reference 244709 127666, Raleigh Hill  
(Northam Town Council recommend the proposal be refused permission)
- ii) 1/0760/2024/FUL  
Proposal: Roof conversion and rear extension  
Location: 9 Highfield, Northam  
(Northam Town Council recommend the proposal be granted permission)

**MINUTES OF THE PLANNING AND DEVELOPMENT COMMITTEE**  
**12<sup>th</sup> December 2024 at 6.30pm in the Town Hall, Windmill Lane, Northam.**

Present: Cllrs Bach, Brading, Hames (Chair), Lo-Vel and Newman-McKie

In attendance: Miss T Tucker – Community Engagement Admin Officer

- 2412/470 To receive and approve apologies for absence, in accordance with Local Government Act 1972 s85(1)**  
Cllr Tait gave their apologies, the reasons for which were approved by the meeting.
- 2412/471 Chair's announcements**  
There were none
- 2412/472 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.
- 2412/473 To agree the agenda as published**  
It was **resolved** to agree the agenda as published.  
Proposed Cllr Brading, Seconded Cllr Lo-Vel (all in favour)
- 2412/474 To confirm as a correct record and sign the minutes of the Planning & Development Committee meeting held on 21<sup>st</sup> November 2024**  
It was **resolved** that to approve the minutes of that Planning & Development committee meeting as a true and correct record.  
Proposed Cllr Newman- McKie, Seconded Cllr Brading (Majority in favour with one abstention).
- 2412/475 Public Participation**  
None present at the meeting
- 2412/476 To note the confirmed tree preservation order at Land at Grid Reference 244709 127666, Raleigh Hill, Bideford**  
This was noted
- 2412/477 To receive an update following the receipt of the report from the NDP Examiner engaged to undertake a 'health check' of the Northam Neighbourhood Plan**  
The Chair reported that the NNP Working Group had considered an examiner's report on the draft Plan and had raised various queries with her. The examiner had addressed these queries and the Working Group will review them at its next meeting on 17 December. Once this review has been completed and necessary design changes made and approved to the revised draft it will be sent to TDC for assessment.
- 2412/478 To receive a letter regarding North Devon & Torridge Five Year Housing Land Supply**  
Torridge states that they have sufficient housing land supply. There was no further comments in the meeting therefore it was noted.
- 2412/479 Torridge District Council Planning Applications:**  
Torridge District Council, the Determining Authority, asked for comments from the Town Council on the following Parish planning applications:

i) **Re-consultation of 1/0934/2024/FUL**

**Note: the justification letter that was submitted is attached on p11-13.**

Proposal: New Garage at front of property

Location: Adderley House, 135 Bay View Road, Northam

Response date: 19th December 2024

The committee consider that justification letter submitted did not address its concerns and was unable to change its previous recommendation that the proposal be refused permission.

It was **resolved** to recommend the proposal be refused permission on the grounds previously given, that the proposed garage structure was out of keeping with the immediate surrounding area and street scene, its bulk and scale would be out of proportion to the property with which it is associated and its height would mean it would dominate the view at the busy road junction at the end of Cornborough Road end of Bay View Road.

Proposed: Cllr Newman-McKie, Seconded: Cllr Bach (Majority in favour with one against)

## ii) 1/0975/2024/FUH

Proposal: Ground floor single storey rear and side extension

Location: 32 Amyas Way, Northam

Response date: 13th December 2024

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

Proposed: Cllr Newman-McKie, Seconded: Cllr Lo-Vel (majority in favour)

## iii) 1/0990/2024/FUL

Proposal: Erection of hydrotherapy pool building and associated works

Location: Northam Lodge, Rosehill, Heywood Road

Response date: 14th December 2024

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

Proposed: Cllr Bach, Seconded: Cllr Brading (all in favour)

## iv) 1/0993/2024/FUL

Proposal: Erection of side extension

Location: 37 Burrough Road, Northam

Response date: 14th December 2024

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

Proposed: Cllr Newman-McKie, Seconded: Cllr Bach (all in favour)

## v) 1/0976/2024/FUL

Proposal: Retrospective creation of vehicular access, including installation of gates, wall, fence, and hedgebank; the partial removal of the unauthorised boundary wall and fencing; closing of the existing vehicular access; and associated works, including landscaping (Affecting a public right of way)

Location: River View, Bidna Lane, Northam

Response date: 20th December 2024

It was **resolved** to recommend the proposal be refused permission on the grounds that it was contrary to Local Plan policies ST04, DM04, ST09 and DM08A, and NPPF paragraphs 135(b)&(c) and 180 (a) to (c). The proposed mitigation is not sufficient to offset the detrimental visual and environmental impacts on Bidna Lane, a country lane. The Council considers that the wall should be removed and replaced by a traditional Devon Hedgebank, and the gate replaced with a more sympathetically-designed one in wood, such as a traditional field gate.

Proposed: Cllr Hames, Seconded: Cllr Brading (all in favour)

vi) 1/1022/2024/FUL  
 Proposal: Conversion of 4 no. flats to 1 no. dwelling  
 Location: Appledore House, Meeting Street, Appledore  
 Response date: 23rd December 2024  
 This was **noted** and to comment that there will be a loss of 3 dwellings

vii) 1/1020/2024/FUL  
 Proposal: Installation of 2no. Sun Tunnels  
 Location: 4A Odun Road, Appledore  
 Response date: 23rd December 2024  
 It was **resolved** to recommend the proposal be granted permission.  
 Proposed: Cllr Brading, Seconded: Cllr Bach (all in favour)

**2412/480 To Note: Torridge District Council Planning Decisions**

Torridge District Council, the determining Authority, has granted permission for the following applications with conditions as filed:

i) 1/0872/2024/FUL  
 Proposal: Alterations to existing garage and creation of additional parking space  
 Location: Lyndale, Odun Road, Appledore  
 (Northam Town Council recommend the proposal be granted permission)

ii) 1/0881/2024/FUL  
 Proposal: Replacement roof  
 Location: Top Floor Flat, 24 Fore Street, Northam  
 (Northam Town Council recommend the proposal be granted permission)

iii) 1/0603/2024/FUL  
 Proposal: Demolition of existing dwelling and erection of replacement dwelling,  
 with associated engineering works  
 Location: Croeso, 2 Green Lane, Appledore  
 (Northam Town Council recommend the proposal be granted permission)

**2412/481 To note the date of the next meeting**

The next scheduled meeting would have been 26<sup>th</sup> December 2024 (Boxing Day). The date has been moved to the 9<sup>th</sup> January 2025, with meetings following every three weeks from there.

This was noted

There being no further business the meeting closed at 7:05pm.

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

## **Item 8 To note the Torridge District Council Housing Strategy public consultation**

Body of the email received from the Torridge District Council Planning Manager.

*I write to inform you that Torridge District Council has published its draft Housing Strategy and would like to invite your Town or Parish Council to have its say.*

*The purpose of the Housing Strategy is to set out a high-level vision and objectives as to how the Council plans to try and meet the housing needs and aspirations of our communities. It will guide the Council's activities over the next five years in delivering and discharging its housing functions and responsibilities. It is a corporate strategy that intends to ensure that resources and efforts are best directed to tackle the housing challenges that we all know are facing the area.*

*The Council recognises the important role that town and parish councils play in supporting, advocating for and representing their communities. We would therefore welcome your Council's perspectives on the draft strategy. We would also encourage you to spread the word about the consultation to your wider communities as we are keen to get as wider range of perspectives as possible.*

*The draft strategy is available for consultation for a period of eight weeks from **Friday 13<sup>th</sup> December 2024 to Friday 7<sup>th</sup> February 2025.***

*You can view the draft strategy and find out more by visiting the Council's website at [www.torridge.gov.uk/housingstrategy](http://www.torridge.gov.uk/housingstrategy). You can have your say by completing the [online questionnaire \(https://forms.office.com/e/4xYyeeF159\)](https://forms.office.com/e/4xYyeeF159).*

*Alternatively, you may also submit your comments using the following methods:*

- *By email to [planningpolicy@torridge.gov.uk](mailto:planningpolicy@torridge.gov.uk)*
- *By post to Planning Policy, Torridge District Council, Riverbank House, Bideford, EX39 2QG*

*You should ensure that your comments are received by **no later than 4.45pm on Friday 7<sup>th</sup> February 2025** in order to be considered by the Council when finalising the strategy.*

*The Council will look to carefully consider all of the comments that have been received during the consultation period and will update the Strategy as necessary and appropriate to reflect feedback. The revised draft, along with the feedback received, will be considered by Councillors before the final version of the strategy being adopted and published.*

*If you have any questions or queries relating to the housing strategy or the associated consultation please get in touch with the planning policy team who are co-ordinating the consultation via 01237 428748 or using [planningpolicy@torridge.gov.uk](mailto:planningpolicy@torridge.gov.uk).*