**To all members of the Council:**

You are hereby summoned to attend the **PLANNING AND DEVELOPMENT MEETING** on

**THURSDAY 3rd April 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 Lo-Vel and Cllr Newman-McKie, plus the Mayor, Cllr Tait, ex-officio. Three vacancies.

**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: 28th March 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 13th March 2025** *(pages 4-7)*

**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 an update on the progress of the Northam Neighbourhood Plan** *(verbal)*

**8 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)[**1/0196/2025/FUL**](https://publicaccess.torridge.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SSPLW4QKJQR00)

Proposal: Single storey front extension and rear extension and associated works

Location: Hazeldene, 26 North Street, Northam

Response date: 6th April 2025

ii)[**1/0232/2025/REM**](https://publicaccess.torridge.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=ST9IKLQKJWT00)

Proposal: Reserved matters application for Access, Appearance, Landscaping, Layout and Scale for 1no. dwelling pursuant to application 1/1293/2021/OUT

Location: Culloden House, Fosketh Hill, Westward Ho!

Response date: 11th April 2025

iii)[**1/0150/2025/LBC**](https://publicaccess.torridge.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SS6PFDQKJJM00)

Proposal: Erection of shelter over dry dock with PV panels, ancillary welfare building, realigning and rebuilding part of the boundary wall and installation of new gates

Location: Richmond Dock, New Quay Street, Appledore

Response date: 17th April 2025

vi)[**1/0251/2025/OUTM**](https://publicaccess.torridge.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=STFJENQKJZU00)

Proposal: Outline application with all matters reserved except for access for 39no. dwellings (affecting a public right of way)

Location: Land At Grid Reference 245543 129173, Northam

Response date: 17th April 2025

**9 Torridge District Council Planning Decisions**

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

i) **1/0145/2025/FUL**

Proposal: Erection of detached garage and associated works

Location: The Retreat, Hilltop Road, Bideford

(Northam Town Council recommend the proposal be granted permission)

**10 Torridge District Council Planning Decisions**

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

i) **1/1060/2024/FUL**

Proposal: Change of use of lower ground floor flat from holiday let to residential

Location: Culloden House, Fosketh Hill, Westward Ho!

(Northam Town Council recommend the proposal be granted permission)

**11 Torridge District Council Planning Decisions**

Torridge District Council, the determining Authority, has notified the Council that the following applications have been **withdrawn**:

i) **1/0085/2025/FUL**

Proposal: Construction and operation of a micro energy storage

Location: Active Torridge, Torridge Pool, Benson Drive, Northam

(Northam Town Council made a comment)

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**Minutes of the Planning and Development Committee**

**13th March 2025 at 6.30pm in the Town Hall, Windmill Lane, Northam.**

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

In attendance: Guy Langton (Town Clerk & RFO)

**2503/654 To receive and approve apologies for absence, in accordance with Local Government Act 1972 s85 (1)**

All members of the committee were present. There were three vacant seats.

**2503/655 Chair’s announcements**

The Chair noted that the window for X-Links proposals had closed and that Torridge District Members and the Council itself had submitted comments. The committee noted concerns regarding the environmental impact of the proposals and that the planning process was in its early phases.

**2503/656 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.

**2503/657 To agree the agenda as published**

It was **resolved** to agree the agenda as published.

Proposed Cllr Bach, Seconded Cllr Lo-Vel (all in favour)

**2503/658 To confirm as a correct record and sign the minutes of the Planning & Development Committee meeting held on 20th February 2025**

It was **resolved** that to approve the minutes of that Planning & Development committee meeting as a true and correct record.

Proposed Cllr Lo-Vel, Seconded Cllr Hames (Majority in favour with two abstentions - not present at that meeting).

**2503/659 Public Participation**

None present at the meeting

**2503/660 To receive an update on the progress of the Northam Neighbourhood Plan**

The design phase of the Plan had been completed. The Working Group would meet on Thursday 20th March 2025 to consider that design, which would then be presented to this committee and Full Council before proceeding.

**2503/661 Appeal Notifications:**

Torridge District Council had notified the Town Council that the following appeals have been lodged with the Department of Communities and Local Government against the refusal of Planning Permission:

i) **Planning Ref: 1/0760/2024/FUL**

Appeal Reference: [APP/W1145/D/25/3361210](https://acp.planninginspectorate.gov.uk/ViewCase.aspx?caseid=3361210)

Appeal Start Date: 5th March 2025

Interested Party Comments due: to be determined

Proposal: Roof conversion and rear extension

Location: 9 Highfield, Northam, Bideford, Devon

The committee **noted** this council’s support for the original proposal during the consultation stage of the planning process.

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ii) **Planning Ref: 1/0205/2022/OUTM**

Appeal Reference: [APP/W1145/W/25/3359853](https://acp.planninginspectorate.gov.uk/ViewCase.aspx?caseid=3359853)

Appeal Start Date: 3rd March 2025

Interested Party Comments due: 7th April 2025

Proposal: Outline application for No.36 dwellings, public open space and associated infrastructure with all matters reserved except access

Location: Land At Wooda Road , Pitt Lane, Appledore, Devon

The committee **noted** this council’s objections, as posted, to this proposal during the consultation stage of the planning process.

It was **resolved** to write to the Planning Inspectorate to request a public hearing be held as part of the examination of this appeal and that the Chair of committee request the Planning authority do the same

Proposed: Cllr Tait, Seconded: Cllr Lo-Vel (majority in favour, 1 against)

**Action points:**

**Town Clerk to write to the Planning Inspectorate to request a public hearing.**

**Cllr Hames to request Torridge District Council write to the Planning Inspectorate to request a public hearing.**

*Cllr Tait left the meeting at this point (7:00pm)*

**2503/662 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) **1/0932/2024/FUL (re-consultation)**

Proposal: Roof level extension to form first floor bedroom suite and balcony deck

Location: Duckhaven Stud, Cornborough Road, Westward Ho!, Bideford

It was **resolved** to recommend the proposal be refused permission. The amendments made to the proposal did not address the concerns of the council. The previous comments would be resubmitted.

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

ii) **1/0127/2025/LBC**

Proposal: Internal alterations and associated works, and external signage

Location: 4 & 5 'The Champ' Meeting Street, Appledore, Bideford, Devon

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

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

iii) **1/0145/2025/FUL**

Proposal: Erection of detached garage and associated works

Location: The Retreat, Hilltop Road, Bideford, Devon

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

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

iv) **1/1043/2024/FUL (re-consultation)**

Proposal: Extension and alterations to existing dwelling including new garage and driveway (Variation of Condition 2 of Planning Permission 1/0326/2023/FUL) (Amended Plans)

Location: Fordlands, Heywood Road, Northam, Bideford

It was **resolved** to recommend the proposal be refused permission. The amendments made to the proposal did not address the concerns of the council. The previous comments would be resubmitted.

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

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v) **1/0156/2025/FUL**

Proposal: Partial removal of existing hedge bank and enlarged conservatory

Location: 8 Mondeville Way, Northam, Bideford, Devon

Response date: 22nd March 2025

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

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

vi) **1/0157/2025/FUL & 1/0158/2025/LBC**

Proposal: Erection of replacement roof

Location: 16 Bude Street, Appledore, Bideford, Devon

Response date: 24th March 2025

It was **resolved** recommend the proposal be granted permission, with the expectation the proposer would undertake works in line with their submitted ecology report.

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

vii) **1/0169/2025/LBC**

Proposal: Replacement window

Location: On Track Education, Saunders House, Fore Street, Northam

Response date: 24th March 2025

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

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

viii) **1/0895/2024/FUL (re-consultation)**

Proposal: Construction of detached 3 no. bedroom dwelling with associated external & landscaping works (self build) (Amended red edge)

Location: Land At Norwest, Churchill Way, Northam, Bideford

Response date: 28th March 2025

It was **resolved** to submit no further comments.

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

ix) **1/0174/2025/FUL**

Proposal: Removal of approved loft conversion application number 1/0373/2024/FUL and construction of a new first-floor extension over approved single storey side extension

Location: The Mount, Lakenham Hill, Northam, Bideford

Response date: 28th March 2025

Cllr Newman-McKie proposed the council recommend the proposal be refused permission, there was no seconder.

It was **resolved** to recommend the proposal be granted permission though the council noted with concern that this proposal was a missed opportunity to install solar PV cells on the large roof area and include significant water storage facilities to capture rainwater runoff and requested this be made a condition of any permission granted.

Proposed: Cllr Bach; Seconded: Cllr Hames (majority in favour, 1 abstention)

x) **1/0179/2025/FUL**

Proposal: Extension and Internal Alterations to Existing Clubhouse

Location: Royal North Devon Golf Club, Westward Ho!, Bideford, Devon

Response date: 28th March 2025

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

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

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**2503/663** **To Note: 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) **1/0035/2025/FUL**

Proposal: Extension to surgery and associated works

Location: Northam Surgery, Bay View Road, Northam, Bideford

(Northam Town Council recommend the proposal be granted permission)

ii) **1/1001/2024/FUL**

Proposal: Replacement outbuildings

Location: 71 Atlantic Way, Westward Ho!, Bideford, Devon

(Northam Town Council recommend the proposal be granted permission)

iii) **1/0891/2023/FUL**

Proposal: Erection of 5 dwellings, creation of access and associated external works (Amended plans)

Location: Green Trees, Buckleigh Road, Westward Ho!, Bideford

(Northam Town Council recommend the proposal be granted permission)

iv) **1/0002/2025/FUH**

Proposal: Removal of existing lean-to front porch and creation of enclosed front porch

Location: 2 Venton Drive, Westward Ho!, Bideford, Devon

(Northam Town Council recommend the proposal be granted permission)

There being no further business the meeting closed at 7:50pm.

Signed………………………………………………..Dated……………………………………………….