



NORTHAM TOWN COUNCIL

Town Hall, Windmill Lane, Northam EX39 1BY

Town Clerk: Guy Langton (CiLCA, PSLCC)

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Please scan QR code for the Council's website



To all members of the Council:

You are hereby summoned to attend the **PLANNING AND DEVELOPMENT MEETING** on
THURSDAY 8th May 2025 2025 at 6.30pm

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

Membership: To be confirmed at the Annual Meeting of the Council.

Appledore Ward: Cllr Bell, Cllr Edwards, Cllr Hames and Cllr Tait

Northam/Orchard Hill ward: Cllr Himan, Cllr Horrocks, Cllr Leather, Cllr Lo-Vel, Cllr Newman-McKie and Cllr Whittaker

Westward Ho! ward: Cllr Bach, Cllr Hodson and Cllr Singh. (one vacancy)

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: 16th April 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 24th April 2025 (p4-9)**
- 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 To note an appeal lodged with the Inspectorate:**
TDC Ref: 1/0972/2023/OUT
Appeal Reference: APP/W1145/W/25/3362449
Appeal Start Date: 26th March 2025
Proposal: Outline application for 1no. dwelling with all matters reserved (Affecting a Public Right of Way)
Location: Land At Grid Reference 244709 127666, Raleigh Hill, Bideford, Devon
- 9 To note the attached Tree Protection Order**
- 10 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) **[1/0345/2025/FUL](#)**
Proposal: Erection of side extension, loft conversion with new dormers to the front and rear
Location: Oaklea, 1 Lea Terrace, Appledore
Response date: 11th May 2025
 - ii) **[1/0350/2025/FUL](#)**
Proposal: Demolition of existing outbuilding and erection of 1 no. dwelling and garage with ancillary accommodation above (self-build)
Location: Land At Pitt Bungalow, Pitt Lane, Appledore
Response date: 22nd May 2025
 - iii) **[1/0239/2025/FUL](#) & [1/0240/2025/LBC](#)**
Proposal: Demolition of existing Interpretation Centre and erection of Heritage Boat House building and associated works (Resubmission of application 1/1230/2023/LBC)
Location: North Devon Maritime Museum, Odun House, Odun Road, Appledore
Response date: 12th April 2025 (extension granted until 9th May 2025)
- 11 Torridge District Council Planning Decisions**
Torridge District Council, the determining Authority, has **granted** permission for the following applications with conditions as filed:
 - i) **[1/0169/2025/LBC](#)**
Proposal: Replacement window
Location: On Track Education, Saunders House, Fore Street, Northam
(Northam Town Council recommended that this proposal be granted permission.)

ii) **1/0156/2025/FUL**

Proposal: Partial removal of existing hedge bank and enlarged conservatory

Location: 8 Mondeville Way, Northam, Bideford, Devon

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

11 Torridge District Council Planning Decisions

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

iii) **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

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

iv) **1/0232/2025/REM**

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

Location: Culloden House, Fosketh Hill, Westward Ho!, Bideford

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

MINUTES OF THE PLANNING AND DEVELOPMENT COMMITTEE
24th April 2025 at 6.30pm in the Town Hall, Windmill Lane, Northam.

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

In attendance: Guy Langton (Town Clerk & RFO)
 2 representatives of the Wheatcroft Collection

2504/749 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 two vacant seats.

2504/750 Chair's announcements

The Chair welcomed the newly elected Councillor, Jon Horrocks to the committee, his seat on which had been agreed at the previous evening's Full Council.

2504/751 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. Cllrs Horrocks and Newman-McKie declared that proposal 1/0311/2025/FUL neighboured their property and they would therefore not take part in the consideration of or voting on that proposal.

2504/752 To agree the agenda as published

It was **resolved** to amend the agenda so that planning proposal 1/0311/2025/FUL was considered second, after proposal 1/0288/2025/FULM.
 Proposed Cllr Bach, Seconded Cllr Tait (all in favour)

2504/753 To confirm as a correct record and sign the minutes of the Planning & Development Committee meeting held on 3rd April 2025

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 Bach (Majority in favour with one abstention - not present at that meeting).

2504/754 Public Participation

The representatives of the Wheatcroft Collection addressed the committee, seeking to clarify some points.

- The height of the proposed structure was 6.9m, 1.5m higher than the draft plans. Previously a block of apartments had been proposed (and refused) which would have been taller. At appeal, the height of that block had not been considered a factor in upholding the refusal.
- The Wheatcroft Collection's advisors were continuing to work with the Environment Agency to address the Agency's concerns, with a view to the Agency withdrawing its objection.
- All piling at the site would be auger-based rather than rammed deep piles. This approach had been decided upon to demonstrate to Historic England that no damage would be caused to the listed dock, neighbouring and close-by listed buildings and the wider conservation areas.
- The Wheatcroft Collection intended to hold a limited number of open days at the site after the redevelopment had been completed. This dialogue would commence at the appropriate time.

Cllr Lo-Vel asked why the whole roof, or a portion of it, could not be designed to be retractable, as could be seen at Albion Dock in Bristol.

The Architect responded saying that retractability had been considered in the early stages of the project but not brought forward.

Cllr Newman-McKie sought clarity on the Environment Agency's position. The representative of the Wheatcroft Collection confirmed that at the current time, the Agency's objections remained.

2504/755 To receive an update on the progress of the Northam Neighbourhood Plan

The Chair reported that at the meeting of the Full Council held on the 23rd April 2025, it had been resolved to submit the Northam Neighbourhood Plan to the District Council for external examination.

2504/756 To note correspondence regarding the XLinks project and to consider attending the preliminary meeting

It was **noted** that the Planning Inspectorate would be holding two events on 20th and 21st May 2025 at the Park Hotel, Barnstaple, to examine the proposals. There would be a preliminary meeting at 10am on the 20th May. The body of the letter is copied below:

Dear Sir/Madam

Please find below a link to a letter from the Examining Authority (ExA) that has been published on the National Infrastructure Planning website.

This letter (the 'Rule 6' letter) is an invitation to the Preliminary Meeting for the above application which will be held on 20 May 2025, 10.00, The Park Hotel, 1 Tav Vale, Barnstaple, EX32 9AE and virtually via Microsoft Teams. The letter includes an agenda for the meeting, a draft Examination Timetable and other important matters.

The letter also provides notification of the following events at The Park Hotel and virtually via Microsoft Teams:

20 May 2025, 5.00pm – Open floor hearing 1 (OFH1)

21 May 2025, 10.00am – Issue specific hearing 1 (ISH1)

Other important information about the hearings, including details about how to make a request to be heard and the procedure that will be followed at the hearings is included in the letter.

<https://nsp-documents.planninginspectorate.gov.uk/published-documents/EN010164-000426-Rule%206%20letter%20&%20annexes.pdf>

You can also view the letter under the Documents tab on the project webpage of the National Infrastructure Planning website:

<https://national-infrastructure-consenting.planninginspectorate.gov.uk/projects/EN010164>

2504/757 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) **1/0178/2025/FULM**

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

It was **resolved** to recommend the proposal be **refused permission**, resubmitting the response made to the associated Listed Building Consent at the meeting on 3rd April 2025. The Council had numerous reasons for objecting to the proposal.

The proposal was to cover a Grade II* listed dry dock, filling it with sufficient water to float a historic second World War era German vessel. The National Planning Policy Framework (NPPF) (December 2024) requires development proposals to “set out a positive strategy for the conservation and enjoyment of the historic environment, including heritage assets most at risk through neglect, decay or other threats” (paragraph 203). The proposals as presented do not include detail setting out how the applicant would meet this requirement. The proposed filling of the dry dock would affect the local water tables and the structure of the Grade II* listed dry dock itself. The effect of heavy rain and tides on local water tables has not been investigated by the applicant. To do so would be required to demonstrate that the proposals would not have a detrimental effect on the other structures and buildings in the locality.

Paragraph 214 of the NPPF (December 2024) requires planning authorities to “refuse consent, unless it can be demonstrated that the substantial harm or total loss is necessary to achieve substantial public benefits that outweigh that harm or loss”. The Council does not consider that the proposal as submitted has addressed the harm that both the eventual structure and the construction process (driving piles into the ground) would have on both the Grade II* listed dry dock or the adjacent listed buildings on Marine Parade and the conservation areas. The proposal does not include any plans for public access to view the Grade II* listed dry dock, nor to use the site as a heritage centre for the public to view the item(s) in the collection. The Council does not therefore consider that the harm the proposal would have on the Grade II* listed site and the setting of the listed buildings and conservation areas would be outweighed by the public benefits of the proposal.

Proposals affecting heritage assets (Paragraph 207 of the NPPF December 2024) requires that, in determining applications, local planning authorities should require an applicant to describe the significance of any heritage assets affected, including any contribution made by their setting. The level of detail should be proportionate to the assets’ importance and no more than is sufficient to understand the potential impact of the proposal on their significance. As a minimum the relevant historic environment record should have been consulted and the heritage assets assessed using appropriate expertise where necessary. Where a site on which development is proposed includes, or has the potential to include, heritage assets with archaeological interest, local planning authorities require developers to submit an appropriate desk-based assessment and, where necessary, a field evaluation. In the case of the proposal submitted, there are numerous surrounding heritage assets to the application site which will be affected. The Council considers it reasonable to expect a detailed assessment on the effect of the proposals on the wider setting, including the effect of the planned construction method (deep pile driving) on the structure of those buildings.

The planned structure would be approximately twice the height of the existing wall. The proposed structure would detrimentally affect the setting of the adjacent conservation areas and be overbearing on the street scene.

The emerging Northam Neighbourhood Plan, states, at policy HE2 that:

“Redevelopment of Richmond Dock will be supported for maritime-related or small business use provided that:

- i the integrity of the structure and setting are retained; and
 - ii the dry dock remains capable of its original use, with sufficient vehicular access and clear working space; and
 - iii the construction methods do not adversely impact on the historic structure and setting.”
- (the Northam Neighbourhood Plan is available to view on the Town Council’s website and at www.northamneighbourhoodplan.co.uk). The Council does not consider the proposal to be in line with the expectations of this emerging policy. The proposal is to float a vessel in the dry dock. This cannot be done whilst also retaining the Grade II* listed asset as capable of use as a dry dock. Proposed: Cllr Tait; Seconded: Cllr Newman-McKie (majority in favour)

The members of the public left at this point (7:02pm)

ii) **1/0311/2025/FUL**

Proposal: Erection of 2 single storey extensions

Location: 48 Goodwood Park Road, Northam

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

Proposed: Cllr Bach; Seconded: Cllr Hames (majority in favour). Cllrs Horrocks and Newman-McKie did not take part in the consideration or vote.

Cllr Tait left at this point (7:05pm)

- iii) **1/0288/2025/FUH**
 Proposal: Conversion of loft into additional bedroom with en-suite and associated works.
 Location: Lower Lodge, Golf Links Road, Westward Ho!
 It was **resolved** to recommend the proposal be granted permission.
 Proposed: Cllr Bach; Seconded: Cllr Newman-McKie (all in favour)
- iv) **1/0057/2025/FUL**
 Proposal: Erection of double garage and widening of existing access in connection with an existing dwelling (Amended red edge and certificate)
 Location: Lower Lodge, Golf Links Road, Westward Ho!
 It was **resolved** to recommend the proposal be refused permission, the amendments had not adequately addressed the Council's concerns. The previous response is presented below, for clarity.
 Proposed: Cllr Bach; Seconded: Cllr Newman-McKie (majority in favour)
Northam Town Council recommends that the proposal be refused permission. The Councils objections to the proposal were that: The planned exit of the driveway was into a public car park, operated by Torridge District Council. The safety of pedestrians walking through the carpark would be adversely affected, especially as the carpark acts as a pedestrian route from the seafront and shopping area to Westward Ho! Park. The planned exit of the driveway was onto a public car park, which is land held by the District Council, rather than a public highway or private road. It was not clear if permission for this had been sought, or an easement considered as part of this proposal.
- v) **1/0303/2025/FUL**
 Proposal: Extension to existing reception
 Location: The Pier House, Merley Road, Westward Ho!
 It was **resolved** to recommend the proposal be granted permission.
 Proposed: Cllr Bach; Seconded: Cllr Horrocks (all in favour)
- vi) **1/0195/2025/FUL**
 Proposal: Alterations to roof dormers and creation of first floor bay window with associated works
 Location: 7 Hillcliff Terrace, Irsha Street, Appledore
 It was **resolved** to recommend the proposal be granted permission.
 Proposed: Cllr Horrocks; Seconded: Cllr Bach (all in favour)
- vii) **1/0254/2025/FUL**
 Proposal: Retrospective application for the erection of a new bar and storage building, pergolas and proposed band stand shelter with the associated works.
 Location: Land At Grid Reference 243195 129182, Golf Links Road, Westward Ho!
 It was **resolved** to recommend the proposal be granted permission.
 Proposed: Cllr Bach; Seconded: Cllr Horrocks (majority in favour)
- viii) **1/0190/2025/FUL**
 Proposal: Demolition of existing garage, erection of single storey rear extension and two storey side extension
 Location: 17 Graham Way, Westward Ho!
 It was **resolved** to recommend the proposal be refused permission on the grounds that the reduction in parking resulting from the proposal would be contrary to Local Plan policies DM05 and DM06 and would be in opposition to the policies on parking provision within the emerging Northam Neighbourhood Plan.
 Proposed: Cllr Bach; Seconded: Cllr Horrocks (all in favour)

ix) **1/0331/2025/FUL**

Proposal: Erection of 1no. dwelling and additional double garage with associated works

Location: Woodbine Cottage, Tadworthy Road, Northam

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

Proposed: Cllr Bach; Seconded: Cllr Horrocks (majority in favour)

x) **1/0279/2025/FUL**

Proposal: Installation of air source heat pump

Location: The Challenge, Limers Lane, Northam

The Council did not make a comment on this proposal.

2504/758 To note British Telecom's intention to remove payphones and consider if representatives should be made and/or if the Council should adopt the red telephone box(es)

Proposal: Representation request for removal of (two) payphones

GE/0245/2025

Location: Telephone Kiosk At Grid Reference 246260 130911, Irsha Street, Appledore

GE/2047/2025

Location: Land At Grid Reference 246506 130635, The Quay, Appledore

Closing date for representations: 10th July 2025 (details on page 10)

It was **resolved** to make representations to British Telecom requesting that both call boxes be retained. The mobile signal coverage at both locations was unreliable. This, when considered in conjunction with their coastal locations, meant that they provided essential access to the telecoms network allowing anyone to contact the emergency services, should people be in danger in or close to the estuary, including the Coast Guard (and thus the RNLI). Finally, the location of both was in a conservation area and these red boxes contribute to the traditional street scenes.

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

2504/759 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) **1/0068/2025/FUL**

Proposal: Rear extension, roof extension creating new first floor and external works including new garage (Resubmission of 1/0970/2024/FUL)

Location: 36 Fairlea Crescent, Northam

(Northam Town Council did not wish to make a comment on this resubmission).

ii) **1/0932/2024/FUL**

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

Location: Duckhaven Stud, Cornborough Road, Westward Ho!

(Northam Town Council recommended that this proposal be refused permission).

iii) **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) (Amended Plans)

Location: Fordlands, Heywood Road, Northam

(Northam Town Council recommended that this proposal be refused permission).

- iv) **1/0099/2025/FUL**
Proposal: Proposed refurbishment of dwelling, including a single storey rear extension and raising of the ridge height of the roof to incorporate first floor accommodation
Location: 5 Century Drive, Northam
(Northam Town Council commented on the application).
- v) **1/0127/2025/LBC**
Proposal: Internal alterations and associated works, and external signage
Location: 4 & 5 'The Champ' Meeting Street, Appledore
(Northam Town Council recommended that this proposal be granted permission.)
- vi) **1/0157/2025/FUL and 1/0158/2025/LBC**
Proposal: Erection of replacement roof
Location: 16 Bude Street, Appledore
Northam Town Council recommended that this proposal be granted permission.

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

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