



NORTHAM TOWN COUNCIL

Town Hall, Windmill Lane, Northam EX39 1BY

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To all members of the Committee:

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

THURSDAY 3rd September 2026 at 6.30pm

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

Membership (two vacancies):

Appledore Ward: Cllr Hames

Northam/Orchard Hill ward: Cllr Horrocks, Cllr Lo-Vel, Cllr Newman-McKie (Mayor)

Westward Ho! ward: Cllr Bach, Cllr Sawyer

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.

Members of the public are asked to respect the fact that this is a meeting to conduct council business and interruptions during council business are not permitted. If, in the opinion of the Chairman, the business of the meeting is disrupted in any way, the Chairman may ask the person/s causing the disruption to be quiet and if they refuse then ask them to leave. **Mobile phones must be switched off or silenced during the meeting.**

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: 26th August 2026

Members are requested to turn off or silence their mobile phones for the duration of the meeting.

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 August 2026 (p4-5)**
- 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 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) [1/0579/2026/FUH](#)
Proposal: Demolition of chimney breast and erection of single storey Extension
Location: Umtali, Golf Links Road, Westward Ho!
Response date: 7th September extended from 3rd September 2026.
 - ii) [1/0525/2026/FUL](#)
Proposal: Demolition of existing conservatory and erection of a double-storey side extension
Location: 1 Foxhole Lane, Northam
Response date: 5th September
 - iii) [1/0524/2026/FUL](#)
Proposal: Change of use of land from agricultural to domestic for creation of 2 parking spaces (Affecting a public right of way)
Location: Land Adjacent Boathyde, Churchill Way, Northam
Response date: 10th September
 - iv) [1/0596/2026/OUT](#)
Proposal: Outline application with all matters reserved for 2no. dwellings
Location: Green Acres, Hilltop Road, Bideford, Devon
Response date: 11th September

v) [1/0623/2026/FUL](#)

Proposal: Single storey rear extension and alterations

Location: Westleigh, Diddywell Road, Northam, Bideford

Response date: 12th September

vi) [1/0624/2026/FUL](#)

Proposal: Part retrospective application for installation of rear doorway access to mezzanine

Location: 20 Fore Street, Northam, Bideford, Devon

Response date: 14th September

9 **Torridge District Council Planning Decisions**

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

i) [1/0442/2026/FUL](#)

Proposal: Rear single storey extension, attic conversion with dormer window, installation of solar PV's mounted to southern roof plane and internal reconfiguration

Location: 35 Western Avenue, Appledore,

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

ii) [1/0183/2026/FUL](#)

Proposal: Erection of 1 no. dwelling and alterations to entrance (Selfbuild)

Location: Daddon Hill House, Northam,

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

iii) [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!,

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

iv) [1/0419/2026/FUL](#)

Proposal: Demolition of existing garage and erection of dwelling)

Location: Torridge Garage, Torridge Road, Appledore, Devon

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

v) [1/0436/2026/LBC](#)

Proposal: Replacement windows and doors

Location: 2 Northam House, Heywood Road, Northam

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

vi) [1/0486/2026/FUL](#)

Proposal: Change of use of building to pilates studio and treatment rooms

Location: 7 Fore Street, Northam, Bideford, Devon

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

vii) [1/0348/2026/FUL](#)

Proposal: Extension and alterations to property

Location: 5 Torridge Road, Appledore, Bideford, Devon

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

To be held in confidential session (pursuant to the Public Bodies (Admission to Meetings) Act 1960)

10 To receive Torridge District Council - Outstanding Enforcement Cases, Northam parish (03 August 2026) (confidential report enclosed)

MINUTES OF THE PLANNING AND DEVELOPMENT COMMITTEE
13th August 2026 at 7.45pm in the Town Hall, Windmill Lane, Northam.

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Present: Cllrs Bach, Hames (Chair), Horrocks, Lo-Vel, Newman-McKie and Sawyer.
In attendance: Guy Langton (Town Clerk & RFO), Nick Arnold (co-opted NNP Working Group member)

2608/223 To receive and approve apologies for absence, in accordance with Local Government Act 1972 s85 (1)

All members were present. There were two vacant seats.

2608/224 Chair's announcements

The Chair noted the helpful training session that the committee had just attended.

2608/225 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.

2608/226 To agree the agenda as published

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

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

2608/227 To confirm as a correct record and sign the minutes of the Planning & Development Committee meeting held on 23rd July 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 Bach, Seconded: Cllr Horrocks (all in favour).

2608/228 Public Participation

There were no members of the public present.

2608/229 To receive an update on the Northam Neighbourhood Plan

Nick Arnold reported that volunteers had been out delivering leaflets and circulating posters. The Facebook pages had between them over 1,400 followers. Good engagement with short (25sec) videos, with over 71,000 views. Comments from over 150 supporting the plan and 5 not supporting it.

Press releases had been sent to and published in local newspapers.

Issues with downloading the Plan from www.northamneighbourhoodplan.co.uk had been revised and the documents should download faster.

The Town Clerk reported that the count would be held after the referendum in the chamber at the Council Offices on Windmill Lane.

The committee expressed its thanks all those that had volunteered to circulate leaflets and engaged with community.

2608/230 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:

1/0492/2026/FUL

Proposal: Retrospective application for alteration to shopfront to add a serving hatch

Location: 22 Nelson Road, Westward Ho!

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

Proposed: Cllr Horrocks, Seconded: Cllr Newman-McKie (majority in favour, one abstention).

2608/231

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) **1/0075/2026/LBC**

Proposal: Alterations to the design of previously approved application references 1/0455/2017/FULM and 1/0456/2017/LBC. (Variation of condition 2, 3, 4, 5 of 1/1183/2019/LBC)

Location: Fairlea Residential Home, South Lea, Northam,
(Northam Town Council recommended that the proposal be granted permission.)

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

Proposal: Single storey extension to front of dwelling

Location: 37 The Fairways, Westward Ho!
(Northam Town Council recommended that the proposal be granted permission.)

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

Proposal: Single storey extension and alterations to existing dwelling

Location: Atlantis House, Churchill Way, Northam
(Northam Town Council recommended that the proposal be granted permission.)

There being no further business, the meeting closed at 8:10pm

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