



NORTHAM TOWN COUNCIL

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To all members of the Committee:

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

THURSDAY 24th 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: 18th September 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 3rd September 2026 (p4-7)**
- 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 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) [1/0663/2026/LBC](#)
Proposal: Replacement of condemned gas pipe
Location: Quayside House, Irsha Street, Appledore
Response date: 28th September, extended from 25th September 2026
 - ii) [1/0670/2026/FUL](#)
Proposal: Retrospective application for the demolition of glass conservatory and erection of flat roof extension
Location: 18 Riverside Court, Bideford
Response date: 1st October 2026
 - iii) [1/0574/2026/FUL](#)
Proposal: Proposed new dwelling and associated works
Location: Land At Grid Reference 243853 129065, Atlantic Way, Westward Ho!
Response date: 1st October 2026
 - iv) [1/0704/2026/LBC](#)
Proposal: Alterations, renovation and partial demolition of existing building, erection of new garage, and merging of 'Staddon House' and 'Little Staddon' into one dwelling (Variation of conditions 2, 12 & 14 of planning approval 1/0554/2025/LBC)
Location: Staddon House, Staddon Road, Appledore
Response date: 10th October 2026
 - v) [1/0710/2026/ADV](#) & [1/0711/2026/LBC](#)
Proposal: Replace 2no. existing illuminated sign written fascia signs and install 1 (one) proposed illuminated hanging swing sign
Location: Seagate Hotel, The Quay, Appledore
Response date: 1st October 2026

9 **Torridge District Council Planning Decisions**

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

i) **1/0467/2026/LBC**

Proposal: Removal of existing window frames and installation of new replacement window/door frames, together with repair of 3no. windows on south west elevation

Location: Staddon House, Staddon Road, Appledore

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

ii) **1/0492/2026/FUL**

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

Location: 22 Nelson Road, Westward Ho!

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

iii) **1/0503/2026/FUL**

Proposal: Loft conversion including creation of dormers

Location: 3 Irsha Street, Appledore

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

iv) **1/0483/2026/FUL**

Proposal: Creation of annex for a dependant relative

Location: The Posting House, Honey Street, Northam

(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 (01 September 2026)** (confidential report enclosed)

MINUTES OF THE PLANNING AND DEVELOPMENT COMMITTEE
3rd September 2026 at 6.30pm in the Town Hall, Windmill Lane, Northam.

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

In attendance: Guy Langton (Town Clerk & RFO), one member of the public.

2609/268 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.

2609/269 Chair's announcements

The Chair reported that members of Torridge District Council Planning Committee had been advised that current planning applications which had been called in to the Committee could not be considered by that Committee after 31st October 2026. After that date new rules regarding delegated powers to officers come into force.

2609/270 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.

2609/271 To agree the agenda as published

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

Proposed Cllr Bach, Seconded Cllr Sawyer (all in favour)

2609/272 To confirm as a correct record and sign the minutes of the Planning & Development Committee meeting held on 13th August 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 Newman-McKie, Seconded: Cllr Lo-Vel (all in favour).

2609/273 Public Participation

The member of the public would be invited to speak when the relevant application was considered.

2609/274 To receive an update on the Northam Neighbourhood Plan

The Chair read out a report drafted by co-opted member Nick Arnold, which is appended to these minutes.

2609/275 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!

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

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

ii. 1/0525/2026/FUL

Proposal: Demolition of existing conservatory and erection of a double-storey side extension

Location: 1 Foxhole Lane, Northam

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

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

iii. **1/0524/2026/FUH**

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

It was **resolved** to suspend standing orders to hear from the member of the public.

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

The member of the public addressed the committee, outlining objections to the proposal.

It was **resolved** to reinstate standing orders to consider the proposal.

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

It was **resolved** to object to the proposal and recommended it be refused permission. Members noted that there is sufficient space for parking within the curtilage of Boathyde and that the proposal to instal two car parking spaces in a field beyond the curtilage and in the countryside between Appledore and Northam fails to meet the requirement of LP Policy STO7 that development beyond Local Centres, Villages and Rural Settlements should meet local economic and social needs. The siting of the parking spaces adjacent to a public footpath (Northam PROW 7) would cause safety concerns as people walking down the footpath would be endangered by cars emerging directly onto the path from the proposed parking area. Further, the application is sited wholly within the Undeveloped Coast; it is contrary to Local Plan policy ST09: Coast and Estuary Strategy (clause 7), detracting from the character of the immediate area and contrary to policy NOR (k) because it would not respect the landscape setting. The proposal would detract from the character of the area and adversely impact valued views, thus being contrary to Northam Neighbourhood Plan policies EN2 (1) and EN4. The proposal is contrary to Neighbourhood Plan policy ED2 (2ii) which does not support development that does not re-use existing accommodation.

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

iv. **1/0596/2026/FUL**

Proposal: Outline application with all matters reserved for 2no. dwellings

Location: Green Acres, Hilltop Road, Bideford, Devon

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

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

v. **1/0623/2026/FUL**

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

Location: 20 Fore Street, Northam, Bideford, Devon

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

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

2609/276

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) **1/0442/2026/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.)

*It was **resolved** to exclude members of the press and public, pursuant to the Public Bodies (Admission to Meetings) Act 1960. Proposed: Cllr Lo-Vel, Seconded Cllr Newman-McKie (all in favour)*

2609/277 To receive Torridge District Council - Outstanding Enforcement Cases, Northam parish (03 August 2026)

The committee received the confidential report, published 3rd August 2026.

*It was **resolved** to readmit members of the press and public, pursuant to the Public Bodies (Admission to Meetings) Act 1960. Proposed: Cllr Bach, Seconded Cllr Hames (all in favour)*

There being no further business, the meeting closed at 7.30pm

Report on NNP Referendum by Nick Arnold

Date 3/9/26

During the referendum campaign there were no official YES or NO campaigns.

NTC through the NNP working group publicised the Plan and its policies in an impartial fashion to comply with elections law and the limited budget assigned for such work.

My role was to co-ordinate volunteers distributing leaflets and posters whilst managing the Facebook campaign and liaising with the website designer.

There were 15 volunteers but 2 did not take part in activities. I was grateful for all the work they did and would like to thank those councillors who helped.

In summary: The Facebook campaign achieved the following:

425 NNP Facebook followers

1000+ followers of the personal feeder page

Approximately 20 posts including 15 or so short videos – experience rapidly showed that short videos had the most impact and viewing on Facebook.

The posts were promoted by two other group Facebook pages and one other personal page I controlled and shared widely by an informal collection of allied individuals and groups.

In total the posts achieved about 314,000 views and attracted hundreds of likes and positive comments compared with no more than 10 negative comments. I always engaged with comments politely and positively to ensure that no negative or trolling movement ever emerged.

Facebook data suggests over 80% of viewers were in the Bideford area and I calculate that the campaign reached most if not nearly all of the Facebook users in the NNP area.

The result of the vote was gratifying. The size of the YES vote in percentage terms was strong even for a NP vote. The size of the turnout exceeded expectations given the fact that many were on holiday and there were no YES or NO campaigns to energise voting turnout.