



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 15th October 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: 9th October 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 24th September 2026 (p4-6)**
- 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 an update on the Neighbourhood Plan (verbal)**
- 8 **To note the tree preservation order. (attached)**
- 9 **To note the correspondence from Torridge District Council in reference to the enforcement summary (verbal).**
- 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) [1/0724/2026/FUH](#)
Proposal: Creation of parking area
Location: 7 Knights Field Rise, Northam,
Response date: 19th October 2026.
 - ii) [1/0719/2026/REM](#)
Proposal: Reserved matters application for appearance, landscaping, layout & scale for 8 no. dwellings pursuant to planning approval 1/0252/2022/OUTM (affecting a public right of way)
Location: Land At Grid Reference 242787 128504, Westward Ho!,
Response date: 23rd October 2026.
 - iii) [1/0753/2026/FUL](#)
Proposal: Proposed vehicular access and parking.
Location: 27 Atlantic Way, Westward Ho!,
Response date: 29th October 2026.

iv) [1/0768/2026/REM](#)

Proposal: Reserved matters application for access, appearance, landscaping, layout & scale pursuant to planning approval 1/0042/2024/OUT

Location: Breakers View, Park Avenue, Westward Ho!,

Response date: 31st October 2026.

11 **Torridge District Council Planning Decisions**

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

i) **1/0579/2026/FUH**

Proposal: Demolition of chimney breast and erection of single storey extension

Location: Umtali, Golf Links Road, Westward Ho!,

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

ii) **1/0525/2026/FUL**

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

Location: 1 Foxhole Lane, Northam,

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

iii) **1/0623/2026/FUL**

Proposal: Single storey rear extension and alterations

Location: Westleigh, Diddywell Road, Northam,

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

MINUTES OF THE PLANNING AND DEVELOPMENT COMMITTEE
24th 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).

2609/315 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.

2609/316 Chair's announcements

The Chair remade no announcements.

2609/317 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.

2609/318 To agree the agenda as published

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

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

2609/319 To confirm as a correct record and sign the minutes of the Planning & Development Committee meeting held on 3rd September 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 Horrocks (all in favour).

2609/320 Public Participation

There were none present.

2609/321 To receive an update on the Northam Neighbourhood Plan

On 21 September 2026, Torridge District Council's (TDC) Full Council adopted ('made') the Northam Neighbourhood Plan 2024–2031 (NNP) part of the Development Plan for the area. Following the outcome of the referendum, the NNP was already part of the Development Plan, and the decision by TDC's Full Council maintains that status.

Notices had been posted across the area to make the public aware.

The working group had requested a meeting with the Planning Policy team at Torridge District Council to explore how the latest iteration of the National Planning Policy Framework may affect the Neighbourhood Plan.

2609/322 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

It was **resolved** to note the proposal.

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

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

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

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

iii) **1/0574/2026/FUL****Proposal:** Proposed new dwelling and associated works**Location:** Land At Grid Reference 243853 129065, Atlantic Way, Westward Ho!It was **resolved** to recommend the proposal be granted permission.

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

iv) **1/0704/2026/LBC & 1/0703/2026/FUL****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, AppledoreIt was **resolved** to recommend the proposal be granted permission.

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

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, AppledoreIt was **resolved** to request that, should permission be granted, a condition be applied to limit the times the lights may be illuminated to midnight. This was to minimise the effects of light pollution on the local and natural environment.

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

2609/323

Torrige District Council Planning DecisionsIt was noted that Torridge District Council, the determining Authority, had **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 southwest 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.)

*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)*

2609/324 To receive Torrridge District Council - Outstanding Enforcement Cases, Northam parish (01 September 2026)

The committee received the confidential report, published 1st September 2026. It was resolved to request detail on the cases that had been closed.

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

Action point: request a report on which cases have been closed since the last report was circulated.

*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 7.25pm

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