



NORTHAM TOWN COUNCIL

Town Hall, Windmill Lane, Northam EX39 1BY

Town Clerk: Guy Langton (CiLCA, PSLCC)

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To all members of the Council:

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

THURSDAY 2nd October 2025 at 6.30pm

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

Membership:

Appledore Ward: Cllr Hames

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

Westward Ho! ward: Cllr Bach, Cllr Hodson. (two 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: 26th August 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 11th September 2025 (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 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) [1/0679/2025/FUL](#)
Proposal: Single storey rear extension and internal alterations
Location: 8 Orchard Gardens, Bideford
Response date: 4th October 2025.
 - ii) [1/0331/2025/FUL](#)
Proposal: Erection of 1 no. dwelling and additional double garage with associated works (amended plans and red edge)
Location: Woodbine Cottage, Tadworthy Road, Northam,
Response date: 5th October 2025.
 - iii) [1/0576/2021/FUL](#)
Proposal: Erection of 2 no. dwellings (amended information)
Location: Land Adjacent To Greenacres, Pitt Lane, Appledore,
Response date: 10th October 2025.
 - iv) [1/0704/2025/FUL](#)
Proposal: Alterations to roof dormers and associated works (amended description)
(Variation of condition 2 of planning approval 1/0195/2025/FUL)
Location: 7 Hillcliff Terrace Irsha Street Appledore
Response date: 6th October 2025.

v) [1/0737/2025/FUL](#)
Proposal: Construction of ground floor conservatory to rear elevation
Location: Dunsborough, Glentorr Road, Bideford
Response date: 16th October 2025.

vi) [1/0698/2025/FUL](#)
Proposal: Proposed equestrian stables, part-retrospective access
and associated works
Location: Land At Grid Reference 244880 129879, Northam,
Response date: 18th October 2025.

10 Torridge District Council Planning Decisions

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

i) [1/0569/2025/FUL](#)
Proposal: Replacement extension and associated alterations
Location: 16 Vernons Lane, Appledore,
(Northam Town Council recommended that the proposal be granted permission.)

Minutes of the Planning and Development Committee
11th September 2025 at 7.00pm in the Town Hall, Windmill Lane, Northam.

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

In attendance: Guy Langton (Town Clerk & RFO), Nick Arnold (co-opted member of NNP working group)

2509/297 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.

2509/298 Chair's announcements

The Chair announced that the appeal against the refusal of permission for application 1/0205/2022/OUTM (36 homers at land adjacent to Pitt Lane in Appledore) had been dismissed by the Inspector on the grounds that the combination of the harms arising from the proposal would bring it into conflict with the NDaT Local Plan 2031 when read as a whole.

2509/299 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. There were none

2509/300 To agree the agenda as published

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

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

2509/301 To confirm as a correct record and sign the minutes of the Planning & Development Committee meeting held on 21st August 2025

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 Lo-Vel (all in favour).

2509/302 Public Participation

None were present.

2509/303 To receive an update on the progress of the Northam Neighbourhood Plan

The consultation period for the Northam Neighbourhood Plan was underway, closing on the 26th September 2025. Mr Arnold had been promoting the consultation through the dedicated Facebook page, indicating the ways the Plan could be responded to. At the end of the consultation period, the District Council will make the representations available to the working group to review and comment if required.

The Plan would then be passed to an external examiner for review, along with all the evidence the Council has produced and the representations. The District Council had identified a suitable examiner. The committee considered the candidate examiner (Andrew Mead BSc(Hons) MRTPI MIQ), who had reviewed other Plan locally and considered his appointment appropriate.

It was **resolved** to respond to the District Council on this Council's behalf approving the nomination.

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

2509/304 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) **1/0650/2025/FUL**

Proposal: Conversion of redundant outbuilding to form ancillary building

Location: 31 Fore Street, Northam

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

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

N Arnold left the meeting at this point (19:05)

ii) **1/0635/2025/FUL**

Proposal: Change of use of ancillary domestic accommodation to 1no. holiday let

Location: The Tree Tops Annexe, 43A Richmond Park, Northam,

It was **resolved** to recommend the proposal be refused permission on the grounds that condition 3, applied to the granting of planning permission 1/0002/2017/FUL considered there to be insufficient amenity space for the annexe to be a separate dwelling. The Council cannot see how the available amenity space has improved in the 7 years since. Further, the council was concerned that to excise the current annexe from the main property would increase the problems created by on-road parking as there would be no off-road parking available for the main dwelling.

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

Cllr Hodson entered the meeting at this point (19:10)

iii) **1/0649/2025/FUL**

Proposal: Retrospective minor additions/adjustments to dwelling and additional outbuilding.

Location: Lenwood Cottage, Silford Road, Northam

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

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

2509/305 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) **1/0438/2025/FUL**

Proposal: Single storey extension to front of dwelling with balcony roof, replacement of existing garage with open carport & associated landscaping

Location: 74 Atlantic Way, Westward Ho!,

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

ii) **1/0495/2025/FUL**

Proposal: Erection of single garage and associated works

Location: 112 Bay View Road, Northam,

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

iii) **1/0543/2025/FUL**

Proposal: Extension and alterations to include associated works

Location: Fordlands, Heywood Road, Northam,

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

2509/306 Torridge District Council Planning Decisions

It was noted that Torridge District Council, had advised the following planning applications had been **withdrawn**.

i) **1/0439/2025/FUL**

Proposal: Conversion of redundant agricultural building into a one bedroom dwelling (Affecting a Public Right of Way)

Location: Barn At Grid Reference 245505 128192, Lower Cleave, Northam,

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

There being no further business the meeting closed at 7:30pm.

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