



NORTHAM TOWN COUNCIL

Town Hall, Windmill Lane, Northam EX39 1BY

Town Clerk: Guy Langton (CiLCA, PSLCC)

Telephone: 01237/474976

admin@northamtowncouncil.gov.uk

www.northamtowncouncil.gov.uk

Please scan QR code for the Council's website



To all members of the Committee:

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

THURSDAY 11th June 2026 at 6.00pm

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: 5th June 2026

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

AGENDA

- 1 To elect a Chair for the committee**
Standing Order 4 (d) (v) states, inter alia: any member who sits on a committee or sub-committee ex-officio should not be appointed Chair of that committee or sub-committee.
- 2 To elect a Deputy Chair for the committee**
Standing Order 4 (d) (v) states, inter alia: any member who sits on a committee or sub-committee ex-officio should not be appointed Chair of that committee or sub-committee.
- 3 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.
- 4 Chair's announcements**
- 5 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.
- 6 To agree the agenda as published**
- 7 To confirm as a correct record and sign the minutes of the Planning and Development Meeting held on 30th April 2026 (p4-6)**
- 8 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.
- 9 To receive an update on the Neighbourhood Plan (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) [1/0330/2026/FUL](#)
Proposal: Retrospective application for the siting of ground mounted solar panels
Location: Marshford House, Churchill Way, Northam
Response date: 6th June 2026 (extension requested).
 - ii) [1/0348/2026/FUL](#)
Proposal: Extension and alterations to property
Location: 5 Torridge Road, Appledore
Response date: 7th June 2026 (extension requested).
 - iii) [1/0347/2026/FUL](#)
Proposal: Erection of two-storey side extension and decking with associated alterations (Variation of condition 2 of planning approval 1/0837/2025/FUL)
Location: The Mount, Lakenham Hill, Northam
Response date: 8th June 2026 (extension requested).

11 Torridge District Council Planning Decisions

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

- i) **1/0131/2026/FUL & 18/0132/2026/LBC**
Proposal: Replacement 4no. bay windows
Location: Chircombe House, Chircombe Lane, Northam
(Northam Town Council recommended that the proposal be granted permission.)
- ii) **1/0194/2026/FUL**
Proposal: Replacement rear balcony
Location: Greenbanks, Lakenham Hill, Northam
(Northam Town Council recommended that the proposal be refused permission.)
- iii) **1/0151/2026/FUL**
Proposal: Replacement single storey rear extension and alterations to outbuilding
Location: 4 Alpha Place, Appledore
(Northam Town Council recommended that the proposal be granted permission.)
- iv) **1/0239/2026/LBC**
Proposal: Alterations, repairs and improvements to ground floors and alteration of existing external door openings in north elevation to window openings
Location: Staddon House, Staddon Road, Appledore
(Northam Town Council recommended that the proposal be granted permission.)
- v) **1/0268/2026/FUL**
Proposal: Demolition of conservatory and erection of single storey extension
Location: 2 Tower Street, Northam
(Northam Town Council recommended that the proposal be granted permission.)
- vi) **1/0076/2025/FUL**
Proposal: Proposed flats and associated parking (variation of condition 2 of planning permission 1/0831/2017/FUL) (variation of condition 2 of planning approval 1/0618/2018/FUL)
Location: The Pines, 76 Atlantic Way, Westward Ho!
(Northam Town Council recommended that the proposal be granted permission.)
- vii) **1/1001/2025/LA**
Proposal: Retrospective extension to quay wall, clarification of quay wall height and proposed erection of northern boundary treatment – amended plans
Location: Middle Dock, New Quay Street, Appledore
(Northam Town Council did not comment on the amended plans, having recommended the first version be granted permission.)
- viii) **1/0242/2026/FUH**
Proposal: Replacement conservatory to rear of property
Location: 11 Clevelands park, Northam
(Northam Town Council recommended that the proposal be granted permission.)
- ix) **1/0248/2026/FULC**
Proposal: Change of use to hot food takeaway (sui generis)
Location: 22 Nelson Road, Westward Ho!
(Northam Town Council recommended that the proposal be granted permission.)
- x) **1/0234/2026/FUL**
Proposal: Erection of single storey extension to rear, and replacement windows and doors
Location: St Elvis, 6 New Quay Street, Appledore
(Northam Town Council recommended that the proposal be granted permission.)

MINUTES OF THE PLANNING AND DEVELOPMENT COMMITTEE**30th April 2026 at 6pm in the Town Hall, Windmill Lane, Northam.**

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

In attendance: Guy Langton (Town Clerk & RFO), Sarah Chappell (TDC Conservation Officer)

2604/776 To receive and approve apologies for absence, in accordance with Local Government Act 1972 s85 (1)

There were no apologies. There were two vacant seats.

2604/777 Chair's announcements

The Chair made no announcements.

2604/778 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.

2604/779 To agree the agenda as publishedIt was **resolved** to amend the agenda to consider proposal 1/0239/2026/LBC before other planning proposals, the remainder of the agenda was agreed as published.

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

2604/780 To confirm as a correct record and sign the minutes of the Planning & Development Committee meetings held on

- **19th March 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 Lo-Vel, Seconded: Cllr Horrocks (Majority in favour with 2 abstention - not present at the meeting).

- **9th April 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).

2604/781 Public Participation

There were no members of the public present.

2604/782 To receive the Northam Neighbourhood Plan Examiner's report and receive an update on the next stepsAn extra examination of the Neighbourhood Plan was required, pursuant to [The Levelling-up and Regeneration Act 2023 \(Commencement No. 11 and Saving and Transitional Provisions\) Regulations 2026](#), commence [sections 98](#) and [99](#) of the Levelling-up and Regeneration Act 2023, which came into effect on [25 March 2026](#).

Full Council had approved the engagement of the same examiner for this extra work, which would again be coordinated by the District Council.

It was anticipated that Northam's Neighbourhood Plan would be considered by the June 2026 meeting of Full Council at Torridge. If approved, the referendum would need to be within 56 days of that approval.

2604/783 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) **1/0239/2026/LBC****Proposal:** Alterations, repairs and improvements to ground floors and alteration of existing external door openings in north

elevation to window openings
Location: Staddon House, Staddon Road, Appledore,

It was **resolved** to recommend the proposal be granted permission.
Proposed: Cllr Bach; Seconded: Cllr Lo-Vel (all in favour)

ii) **1/0268/2026/FUL**

Proposal: Demolition of conservatory and erection of single storey extension

Location: 2 Tower Street, Northam,

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

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

Sarah Chappell left the meeting at this point (6:20pm)

iii) **1/0277/2026/FUL**

Proposal: Proposed extension and alterations of existing garage into office, shower room and gym

Location: Clover Bank, Sandymere Road, Northam,

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

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

iv) **1/0250/2026/FUL**

Proposal: Demolition of existing barns and erection of 2no. dwellings

Location: Agricultural Buildings at Duckhaven Stud, Cornborough Road, Westward Ho!,

It was **resolved** to note the proposal and make no further comment at this stage.

Proposed: Cllr Newman-McKie, Seconded: Cllr Horrocks (majority in favour, 2 abstentions)

2604/784

Torrige District Council Planning Decisions

It was noted that Torrige District Council, the determining Authority, had **granted** permission for the following applications with conditions as filed:

i) **1/0104/2026/FUL**

Proposal: Change of use application from C2 (residential institutions) to C3 (dwelling house), construction of replacement porch, storage area & total refurbishment of the property, including associated landscaping works (amended description)

Location: 17 Estuary View, Northam,

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

ii) **1/0953/2025/FUL**

Proposal: Demolition of existing dwelling and erection of 1no. dwelling (amended description)

Location: Watersmeet, Churchill Way, Northam,

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

iii) **1/0091/2026/FUL**

Proposal: Proposed Extension (Amended Plans) - (Variation of condition 2 of planning permission 1/0005/2022/FUL)

Location: Sea Fret, 4 Pebbleridge Road, Westward Ho!,

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

iv) **1/0118/2026/FUL**

Proposal: Construction of single storey extension to rear of property, replacement porch and garage

Location: 3 Southcott Road, Bideford,

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

v) **1/0143/2026/FUL**

Proposal: Replacement single storey extension to front and erection of single storey extension to rear

Location: Buckleigh Pines, Cornborough Road, Westward Ho!,
(Northam Town Council recommended that the proposal be granted permission.)

vi) **1/0190/2026/FUL**

Proposal: First floor side extension including conversion of garage.

Location: 49 Hanson Park, Northam,
(Northam Town Council recommended that the proposal be refused permission.)

2604/785

Torrige District Council Planning Decisions

It was noted that Torridge District Council, had notified the Council that the following applications had been **withdrawn**:

i) **Proposal:** Construction and operation of a micro energy storage project

Location: Land At Grid Reference 244461 129550, Golf Links Road, Westward Ho!,
(Northam Town Council recommended that the proposal be refused permission.)

There being no further business the meeting closed at 6:40pm.

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