

MINUTES OF THE PLANNING AND DEVELOPMENT COMMITTEE
23rd July 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)

2607/185 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.

2607/186 Chair's announcements

The Chair announced that the Government had announced its decision regarding Local Government Reorganisation in Devon.

2607/187 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.

2607/188 To agree the agenda as published

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

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

2607/189 To confirm as a correct record and sign the minutes of the Planning & Development Committee meeting held on 2nd 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 Sawyer, Seconded: Cllr Horrocks (Majority in favour with 2 abstentions - not present at the meeting).

2607/190 Public Participation

There were no members of the public present.

2607/191 To receive the Northam Neighbourhood Plan Examiner's report and receive an update on the next steps

The District Council had advised this council that the referendum would be held on the 20th August 2026. Postal and proxy voting are allowed (The Neighbourhood Planning (Referendums) Regulations 2012. Sch.3 s5 and 14).

The Working Group had met to consider the options for publicising the referendum, noting that the Council could not encourage the community to vote one way or the other but could encourage the community simply to vote. The council could only incur limited expenses in publicising the referendum, as described in Sections 4 & 5 of [The Neighbourhood Planning \(Referendums\) Regulations 2012](#).

The Town Clerk had kept a record of the spending thus far, which had to include administration time, totalled £2,160.85 (inc VAT). The remaining spend would be on administration time and advertising the referendum on bus shelters (£36.50/shelter ex VAT).

Expenses must be declared and include any notional expenses, where property, services or facilities are provided free of charge or at a discount. It is an offence for a campaign organiser to exceed the referendum expenses limits and if found guilty would be liable to a fine of up to £5,000 and/or imprisonment of up to 12 months.

Chair's initials

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2607/192

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) **1/0442/2026/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

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

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

ii) **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, Bideford

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

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

iii) **1/0483/2026/FUL**

Proposal: Creation of annex for a dependant relative

Location: The Posting House, Honey Street, Northam

It was **resolved** to recommend the proposal be granted permission but requested that a condition be applied to the permission that the annex remain supplemental to the main dwelling and could not be underlet or sold as a separate dwellinghouse in the future.

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

iv) **1/0486/2026/FUL**

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

Location: 7 Fore Street, Northam

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

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

v) **1/0503/2026/FUL**

Proposal: Loft conversion including creation of dormers

Location: 3 Irsha Street, Appledore

It was **resolved** to recommend the proposal be refused permission, echoing the comments of the Conservation Officer in her report. The proposal would have a significantly detrimental effect on the street scene in the conservation area, contrary to paragraphs 219 and 220 of the NPPF - where the proposal does not preserve the roofscape nor make a positive contribution to the views into and within the conservation area. The increase in habitable room numbers would also lead to an increased demand for parking, already at a premium in Appledore.

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

Chair's initials



2607/193 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) **1/0331/2026/FUH**

Proposal: Extension to front porch

Location: 6 Skern Way, Northam,

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

ii) **1/0330/2026/FUL**

Proposal: Retrospective application for the siting of ground mounted solar panels

Location: Marshford House, Churchill Way, Northam,

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

iii) **1/0424/2026/DEM**

Proposal: Demolition of two storey structure and garage extension

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

(Northam Town Council made no comment at this stage.)

iv) **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,

(Northam Town Council made no comment at this stage.)

There being no further business, the meeting closed at 7:00pm

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

Chair's initials

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