



## BIDEFORD TOWN COUNCIL

### MINUTES

**Name of Committee:** Planning Committee

**Meeting Date:** Wednesday, 13 May 2026

**Meeting Time:** 6:30pm

**Venue:** Greenhouse, Riverbank House, Bideford EX39 2QG

**Present:**

North Ward

Councillor K Hind

South Ward

Councillor S Inch (Chair)

Councillor P Lawrence

West Ward

Councillor T Inch

East Ward

Councillor J McKenzie

**Also Present:**

C Heller, Administration Officer

**1. To Elect a Chair for the Civic Year 2026-27**

It was proposed by Councillor K Hind, seconded by Councillor P Lawrence and **resolved** to elect Councillor S Inch as Chair.

(Vote – For: 5, Against: 0, Abstention: 0)

**2. To Elect a Deputy Chair for the Civic Year 2026-27**

It was proposed by Councillor P Lawrence, seconded by Councillor K Hind and **resolved** to elect Councillor L Hellyer as Deputy Chair.

(Vote – For: 5, Against: 0, Abstention: 0)

### **3. Apologies for Absence**

Apologies for absence were received from Councillor L Hellyer (Working) Councillor J Hellyer (sickness).

No apologies for absence were received from Councillor R Clarke.

### **4. Declarations of Interest and Dispensations**

No declarations of interest or requests for dispensations were received.

### **5. Public Participation**

No members of the public attended the meeting.

### **6. Minutes of the Previous Meeting**

It was proposed by Councillor P Lawrence, seconded by Councillor T Inch and **resolved** to approve the minutes of the meeting held on 22 April 2026 as a correct record.

(Vote – For: 5, Against: 0, Abstention: 0)

### **7. Consideration of Planning Applications**

To consider and resolve the enclosed Planning applications on behalf of the Council.

**a. Application No.** [1/0136/2026/ADV](https://publicaccess.torridge.gov.uk/online-applications/simpleSearchResults.do?action=firstPage)  
<https://publicaccess.torridge.gov.uk/online-applications/simpleSearchResults.do?action=firstPage>

Retrospective consent for a non-illuminated freestanding entrance sign at Pollyfield Community Centre.

**Location: The Pollyfield Community Association, Pollyfield Community Centre, Avon Road, Bideford.**

Applicant: Mr K Cannon

Date Received: 17 February 2026

It was proposed by Councillor P Lawrence, seconded by Councillor S Inch and **resolved** to recommend to the local planning authority Torridge District Council to approve the application.

(Vote – For: 4, Against: 0, Abstention: 1)

**b. Application No. 1/0308/2026/REMM**  
**<https://publicaccess.torridge.gov.uk/online-applications/simpleSearchResults.do?action=firstPage>**

Reserved matters application for access appearance, landscaping, layout & scale pursuant to planning approval 1/0521/2021/FULM (Variation of condition 1 of planning approval 1/0523/2021/REMM).

**Location: Land At Grid Reference 247145 126143 Manteo Way Bideford Devon.**

Applicant: Mr N McQuire, Devonshire Homes Ltd

Date Received: 23 April 2026

It was proposed by Councillor J Mckenzie, seconded by Councillor P Lawrence and **resolved** to recommend to the local planning authority Torridge District Council to approve the application.

(Vote – For: 5, Against: 0, Abstention:0)

**c. Application No. 1/0313/2026/TEL**  
**<https://publicaccess.torridge.gov.uk/online-applications/simpleSearchResults.do?action=firstPage>**

Prior approval notification for erection of EE slim 20m high EE monopole with wraparound cabinet supporting 6no. antennas, 2no. 0.3m transmission dishes, 3no. ground-based equipment cabinets, ancillary equipment, cabling to be installed as well proposed compound of 2.2m timber fence with 3m wide double access gates and associated supporting apparatus under Part 16 of GPDO.

**Location: Clovelly Road Bideford Devon.**

Applicant: EE Ltd

Date Received: 24 April 2026

It was proposed by Councillor S Inch, seconded by Councillor P Lawrence and **resolved** to recommend to the local planning authority, Torridge District Council, to approve the application.

(Vote – For: 5, Against: 0, Abstention:0)

**d. Application No. 1/0154/2026/FUL**  
**<https://publicaccess.torridge.gov.uk/online-applications/simpleSearchResults.do?action=firstPage>**

Change of use of commercial premises to 2no. dwellings.

**Location: 13 - 15 Westcombe Lane, Bideford, Devon, EX39 3JQ**

Applicant: Mr G Scott

Date Received: 24 February 2026

It was proposed by Councillor J McKenzie, seconded by Councillor P Lawrence and resolved to recommend to the local planning authority, Torridge District Council, to approve the application.

(Vote – For: 5, Against: 0, Abstention: 0)

**e. Application No. 1/0063/2026/FUL**  
**<https://publicaccess.torridge.gov.uk/online-applications/simpleSearchResults.do?action=firstPage>**

Proposed Clubhouse and Community Food Pantry with associated works

**Location: Pollyfield Playing Field, Avon Road, Bideford, Devon**

Applicant: Mr S Stephens

Date Received: 26 January 2026

It was proposed by Councillor J McKenzie, seconded by Councillor P Lawrence and resolved to recommend to the local planning authority, Torridge District Council, to approve the application.

(Vote – For: 4, Against: 1, Abstention: 0)

**f. Application No. 1/0174/2026/LBC 1/0173/2026/FUL**  
**<https://publicaccess.torridge.gov.uk/online-applications/simpleSearchResults.do?action=firstPage>**

Replacement roof, repairs and associated works

**Location: Bideford Pannier Market, Market Place, Bideford, Devon**

Applicant: Bideford Town Clerk, Janine Gardner

Date Received: 2 March 2026

It was proposed by Councillor P Lawrence, seconded by Councillor J McKenzie and resolved to recommend to the local planning authority, Torridge District Council, to approve the application.

(Vote – For: 5, Against: 0, Abstention: 0)

**g. Application No. 1/0320/2026/FUL**  
**<https://publicaccess.torridge.gov.uk/online-applications/simpleSearchResults.do?action=firstPage>**

Change of use of boarding house (Use Class C2) to educational accommodation (Use Class F1) and

associated works.

**Location: Carisbrooke House, Kingsley School, Northdown Road, Bideford**

Applicant: Kingsley School

Date Received: 29 April 2026

It was proposed by Councillor P Lawrence, seconded by Councillor J McKenzie and resolved to recommend to the local planning authority, Torridge District Council, to approve the application.

(Vote – For: 5, Against: 0, Abstention:0)

**The business of the meeting having been concluded the Chair thanked the councillors for their attendance at the meeting, which concluded at 6.46pm.**

Signature of Town Mayor: ..... Date: .....

Signature of Chair: ..... Date: .....



