

## BIDEFORD TOWN COUNCIL



Town Hall  
Bideford  
Devon  
EX39 2HS

Telephone: 01237 428938

Town Clerk & Responsible Financial Officer

To: Members of the Planning Committee

Friday, 19 December 2025

You are hereby summoned to attend a meeting of the **Planning Committee** of the above-named Council to be held in the **Council Chamber** of the Town Hall, Bideford on **Wednesday 07 January 2026 at 6.30 pm** for the purpose of transacting the following business.

In accordance with The Public Bodies (Admissions to Meetings) Act 1960 members of the public are welcome to attend. There is a legal right to film/record/photography/report public meetings.

A handwritten signature in black ink, appearing to read 'R Coombes'.

R Coombes  
For – Clerk to the Council

### **AGENDA**

1. To receive apologies and reasons for absence.
2. To receive declarations of interest on items on the agenda and note any requests for dispensation received by the Clerk prior to the meeting. Enc.
3. Public participation session of 15 minutes duration on items on the agenda.
4. To approve the Minutes of the Meeting held on 10 December 2025 as a true record. Enc.
5. To note the Tree Preservation Order 007/2025 granted 17 December 2025 – Land at Chudleigh Fort, East the Water, Bideford Enc.
6. To consider and resolve the enclosed Planning applications on behalf of the Council. Enc.
7. To receive details of those Planning Applications which have been granted/refused by Planning Authorities, and any notifications of Planning Appeals. Enc.

### **MEMBERS OF THE PLANNING COMMITTEE**

Councillors: Ms R Clarke, J Hellyer, Mrs L Hellyer, T Inch, S Inch, P Lawrence (Town Mayor) and J McKenzie.

Date of Next Meeting: **28 January 2026**



## **Declaration of Interests at meetings**

- Where a matter relates to an interest in list A, the member shall not participate in a discussion or vote on the matter. He /she only need declare it if it is not already noted on the register of interests.
- Where the matter is in list A, but is a sensitive interest, the member shall not participate in a discussion or vote; the member shall disclose that there is an interest but not the nature of it.
- Where a matter relates to an interest on list B the member shall not vote and may only speak as a member of the public.
- A member only has to declare an interest in list B if it is not already on the register of interests.
- If the interest is in list B and is sensitive in nature and not already registered then the member shall disclose the interest but not the nature of it.
- Where a matter relates to the financial interest of a friend, relative or close associate (other than in list A) the member shall disclose the interest and not vote. He or she may speak but only as a member of the public.

### **List A:**

- 1 **Employment, office, trade or vocation** – carried on for profit by member or spouse or civil partner.
- 2 **Sponsorship** – any payments for the previous 12 months, other than by the Council, to assist in Council duties
- 3 **Contracts** – any current contracts between the Council and the member or his/ her spouse or civil partner or a company the member is a director or partner of.
4. **Land** – any beneficial interest in land within the area of the Council by member, spouse or civil partner.
- 5 **Licenses** - any license, alone or with others, by spouse, civil partner or member to occupy land in area of Council.
- 6 **Corporate Tenancies** - any tenancy where the Council is the landlord and the member, spouse or civil partner has a beneficial interest in the tenant.
7. **Securities** – a beneficial interest is held in a body that has land or business in the area of the Council by the member, spouse or civil partner that either exceeds £25,000 or the total share capital is in excess of one hundredth of the of the total shares issued.

### **List B:**

Any interests which relate to or is likely to affect:

1. Any body where the member has general control or management and was appointed by the Council.
2. Any body that the member is in a position of control or management and either:
  - (a) exercises functions of a public nature;
  - (b) is for charitable purposes; or
  - (c) has the purpose of influencing public opinion or policy (including political parties and trade unions)
3. Any gifts or hospitality that the member has received by virtue of his or her office in excess of £50.



## **BIDEFORD TOWN COUNCIL**

### **Minutes of the Planning Committee Meeting**

**held in the Council Chamber, Town Hall, Bideford on**

**Wednesday 10 December 2025 at 6.30 pm.**

**PRESENT:** South Ward: Councillor P Lawrence (Town Mayor)  
Councillor S Inch

East Ward: Councillor Mrs L Hellyer  
Councillor J Hellyer  
Councillor Mrs J Gubb (sub)

In attendance: Mrs Claire Parsons (Administration Assistant)

061. **APOLOGIES FOR ABSENCE**

Councillor Ms R Clarke (South Ward) – Personal  
Councillor J McKenzie (East Ward) – Personal  
Councillor T Inch (West Ward) - Personal

062. **DECLARATIONS OF INTEREST**

There were no Declarations of Interest.

063. **PUBLIC PARTICIPATION**

There were no members of the public present.

064. **MINUTES**

The Minutes of the Meeting held on 19 November 2025 were approved and signed as a correct record.

It was proposed by Councillor P Lawrence, Seconded by Councillor Mrs L Hellyer,  
and

**RESOLVED: That the Minutes of the Meeting held on 19 November 2025 are approved as a correct record.**

(Vote – For: 3, Against: 0, Abstentions: 2)

065. **PLANNING APPLICATIONS**

a. **Application No: 1/0884/2025/LBC**

Replacement of doors with fire doors and installation of fireboarding and contrasting nosings

**The Quay Dental Practice, Bank Chambers, The Quay, Bideford, EX39 2HW**

Applicant: Mulcahy, (same address)

Date Received: 20 November 2025

It was proposed by Councillor S Inch, Seconded by Councillor Mrs L Hellyer and

**RESOLVED: That the application is approved subject to the Conservation Officer being satisfied.**

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

b. **Application No: 1/0909/2025/ADV**

14 no. non-illuminated vinyl banners fixed to the sports fence

**Play Area Pollyfield Community Centre, Avon Road, Bideford, EX39 4BL**

Applicant: Mr Sean Kearney, Torridge District Council, Riverbank House, Bideford, EX39 2QG

Date Received: 21 November 2025

It was proposed by Councillor P Lawrence, Seconded by Councillor S Inch and

**RESOLVED: That the application is approved.**

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

c. **Application No: 1/0922/2025/LBC**

Replacement of existing single glazed timber framed windows and doors with heritage style white UPVC window frames

**Westcroft Court Union Close, Bideford, EX39 3BG**

Applicant: Mr E Dunkley, Live West, Exeter, EX5 2FZ

Date Received: 5 December 2025

It was proposed by Councillor S Inch, Seconded by Councillor Mrs L Hellyer and

**RESOLVED: That the application is approved, subject to the Conservation Officer being satisfied.**

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

066. **PLANNING AUTHORITY UPDATE**

The Chairman gave an update on planning application decisions received from TDC.

The business of the Meeting having been completed, the Chairman thanked the Members for their attendance and the Meeting concluded at 6.38pm.

Signature of Chairman: ..... Date: .....

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



Bideford Town Council  
By email only: [townclerk@bideford-tc.gov.uk](mailto:townclerk@bideford-tc.gov.uk)

**Our Ref:** TPO/007/2025

**Date:** 18<sup>th</sup> December 2025

To whom it may concern,

**TOWN AND COUNTRY PLANNING ACT 1990  
TOWN AND COUNTRY PLANNING (TREE PRESERVATION) (ENGLAND)  
REGULATIONS 2012  
Land at Chudleigh Fort, East the Water, Bideford. – TREE PRESERVATION ORDER  
007/2025**

Please note that **THIS IS A FORMAL NOTICE** to let you know that on **17<sup>th</sup> December 2025** this Authority made the above Tree Preservation Order.

A copy of the order is enclosed for your information. In simple terms, it prohibits anyone from cutting down, topping, lopping, uprooting, wilfully damaging or wilfully destroying the tree described in the Schedule of the Order and shown on the map without this Authority's consent.

Further information about tree preservation orders can be found at:

<http://planningguidance.planningportal.gov.uk/blog/guidance/tree-preservation-orders/>

We have made the order because the trees to be protected are considered to provide amenity value and are therefore worthy of protection.

The order came into force today on a provisional basis and will remain in force for a further six months or until the order is confirmed and given permanent status by this Authority.

Before we decide whether the order should be made permanent, the people affected by the order have a right to object or make any other representations about the tree covered by the Order.

If you would like to make any objections or any other comments, please make sure we receive them in writing by **22<sup>nd</sup> January 2026**. Your comments must comply with Regulation 6 of the Town and Country Planning (Tree Preservation) (England) Regulations 2012 (set out below).

**REGULATION 6 OF THE TOWN AND COUNTRY PLANNING (TREE PRESERVATION)  
(ENGLAND) REGULATIONS 2012**

*Objections and representations*

- (1) *Subject to paragraph (2), objections and representations—*
- (a) *shall be made in writing and—*
    - (i) *delivered to the authority not later than the date specified by them under regulation 5(2)(c); or*
    - (ii) *sent to the authority in a properly addressed and pre-paid letter posted at such time that, in the ordinary course of post, it would be delivered to them not later than that date;*
  - (b) *shall specify the particular trees, groups of trees or woodlands (as the case may be) in respect of which the objections or representations are made; and*
  - (c) *in the case of an objection, shall state the reasons for the objection.*
- (2) *The authority may treat as duly made objections and representations which do not comply with the requirements of paragraph (1) if, in the particular case, they are satisfied that compliance with those requirements could not reasonably have been expected.*

Please send your comments to me. We will carefully consider all objections and comments before deciding whether to make the order permanent.

We will write to you again when we have made our decision. In the meantime, if you would like any more information or have any questions about this letter, please do not hesitate to contact me.

Yours faithfully,

**James Spear** Paralegal  
**Torridge District Council** Riverbank House, Bideford, EX39 2QG  
**Phone** 01237 428759  
**Email** [james.spear@torridge.gov.uk](mailto:james.spear@torridge.gov.uk)

Enc. Copy of TPO/007/2025



**TOWN AND COUNTRY PLANNING (TREE PRESERVATION) (ENGLAND)  
REGULATIONS 2012**

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**Town and Country Planning Act 1990**

**Tree Preservation Order No 007/2025**

**Land at Chudleigh Fort, East the Water, Bideford, Devon**

The Torrington District Council, in exercise of the powers conferred on them by section 198 of the Town and Country Planning Act 1990 make the following Order—

**Citation**

1. This Order may be cited as within the Parish of Bideford. The Trees are sited on the **Land at Chudleigh Fort, East the Water, Bideford**. Tree Preservation Order No 007/2025.

**Interpretation**

2.— (1) In this Order “the authority” means the Torrington District Council.

(2) In this Order any reference to a numbered section is a reference to the section so numbered in the Town and Country Planning Act 1990 and any reference to a numbered regulation is a reference to the regulation so numbered in the Town and Country Planning (Tree Preservation)(England) Regulations 2012.

**Effect**

3.— (1) Subject to article 4, this Order takes effect provisionally on the date on which it is made.

(2) Without prejudice to subsection (7) of section 198 (power to make tree preservation orders) or subsection (1) of section 200 (tree preservation orders: Forestry Commissioners) and, subject to the exceptions in regulation 14, no person shall—

(a) cut down, top, lop, uproot, wilfully damage, or wilfully destroy; or

(b) cause or permit the cutting down, topping, lopping, uprooting, wilful damage or wilful destruction of,

any tree specified in the Schedule to this Order except with the written consent of the authority in accordance with regulations 16 and 17, or of the Secretary of State in accordance with regulation 23, and, where such consent is given subject to conditions, in accordance with those conditions.

**Application to trees to be planted pursuant to a condition**

4. In relation to any tree identified in the first column of the Schedule by the letters "C", being a tree to be planted pursuant to a condition imposed under paragraph (a) of section 197 (planning permission to include appropriate provision for preservation and planting of trees), this Order takes effect as from the time when the tree is planted.

Dated this 17<sup>th</sup> day of December 2025

The Common Seal of Torridge District Council

was affixed to this Order in the presence of—

*Stacy Bury*

*ANTHONY* .....

Authorised by the Council to sign in that behalf



**SCHEDULE**  
**Specification of trees**

**Trees specified individually**  
(encircled in black on the map)

**Trees specified by reference to an area**  
(within a broken black line hatched pink on the map)

<i>Reference on map</i>	<i>Description</i>	<i>Situation</i>
A1	Monterey Pine	The trees located to the perimeter of the public Park at Chudleigh Fort in East the Water, Bideford.

**Trees specified by reference to an area**  
(within a dotted black line on the map)  
**None**

**Groups of trees**  
(within a broken black line on the map)  
**None**

**Woodlands**  
(within a continuous black line on the map)  
**None**

TPO/0007/2025  
Location Plan



150/2025  
15/05/2025  
15/05/2025

150/2025

Sonkeray

PLANNING APPLICATIONS RECEIVED FROM TDC FOR PERIOD

10 December 2025 to 07 January 2026

- a. **Application No: 1/0726/2025/FUL**  
Proposed replacement of existing ancillary building and store to be used in association with Higher Marsh, Bideford (amended description, red line and certificate)  
**Land at Grid Reference 245319 125335, New Road, Bideford, Devon**  
Applicant: Mr R Kay, Higher Marsh, EX39 5HB  
Date Received: 09 December 2025
- b. **Application No: 1/0951/2025/FUL**  
Proposed single dwelling and associated works  
**Land At Grid Reference 243890 125702 High Park Close, Bideford, Devon**  
Applicant: Paul Knox, Pearce Construction Barnstaple Ltd, EX31 3TD  
Date Received: 10 December 2025
- c. **Application No: 1/0962/2025/LBC**  
Alterations to roofs, roof lights, valley gutters and fascias  
**Bethel Church , Torrington Street, Bideford, EX39 4DP**  
Applicant: Mr K Holland, Central Church Bideford (same address)  
Date Received: 17 December 2026
- d. **Application No: 1/0908/2025/LA**  
Construction of a sand dressed floodlit playzone, include hard standing area, sports fencing, advertising funding banners and link path.  
**Play Area, Pollyfield Community Centre, Avon Road, Bideford**  
Applicant: Mr S Kearney, Torridge District Council, Riverbank House, Bideford  
Date received: 18 December 2025

PLANNING DECISIONS RECEIVED FROM TDC / DCC

10 December 2025- 07 January 2026

<u>Application No:</u>	<u>Details</u>	<u>Decision</u>
<b><u>1/0884/2025/LBC</u></b>	<p>Replacement of doors with fire doors and installation of fireboarding and contrasting nosings</p> <p><b>The Quay Dental Practice, Bank Chambers, The Quay, Bideford</b></p>	<b>Refused</b>
<b><u>1/0567/2025/LA</u></b>	<p>Change of use of library (Use Class F1) to create a multifunctional sport and fitness facility (Use Class E) and associated alterations, including the installation of 3no. airsource heat pumps and roof mounted solar panels.</p> <p><b>Torrige District Council, Town Hall, Bridge Street</b></p>	<b>Withdrawn</b>
<b><u>1/0660/2025/OUT</u></b>	<p>Outline application for the demolition of existing building and erection of 3 no. residential dwellings with some matters reserved (landscaping) (Amended description and plans) 1/0535/2022/OUT - Variation of condition 3 (Plans)</p> <p><b>Warehouse At Grid Reference 245976 126155, Clifton Street, Bideford, Devon</b></p>	<b>Granted</b>