

BIDEFORD TOWN COUNCIL



Town Hall
Bideford
Devon
EX39 2HS

Telephone: 01237 428938

Janine Gardner
Town Clerk & Responsible Financial Officer

To: Members of the Planning Committee

Friday, 6 March 2026

You are hereby summoned to attend a meeting of the **Planning Committee** of the above-named Council to be held in the Greenhouse, next to Torridge District Council, Riverbank House, Bideford EX39 2QG on **Wednesday 11 March 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.

J Gardner
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 18 February 2026 as a true record. Enc.
5. To consider and resolve the enclosed Planning application(s) on behalf of the Council. Enc.
6. To receive details of those Planning Applications which have been granted/refused by Planning Authorities, and any notifications of Planning Appeals.

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: 1 April 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 of the Town Hall on,

Wednesday 18 February 2026 at 6.30 pm

PRESENT	South Ward:	Councillor P Lawrence Councillor Ms R Clarke
	East Ward:	Councillor J Hellyer Councillor J McKenzie Councillor J Gubb (substitute for Councillor S Inch)
	North Ward:	Councillor Mrs S Smith (Chairman) (substitute for Councillor Mrs J Hellyer)
	West Ward:	Councillor T Inch
IN ATTENDANCE:		Mrs J Gardner (Town Clerk) Miss C Heller (Administrative Officer)

Prior to the start of the Meeting Councillor Mrs S Smith agreed to assume the Chair in the absence of both Chairman and Vice Chairman.

81. **APOLOGIES FOR ABSENCE**

Councillors Ms L Hellyer (East Ward – work) and S Inch (South Ward – work).

82. **DECLARATIONS OF INTEREST AND ANY REQUESTS FOR DISPENSATION ON ITEMS ON THE AGENDA**

Councillor J McKenzie declared an interest in Agenda Item 5.a. (planning application by the Rovers Football Club for a proposed club house and community food pantry with associated works at the Pollyfield Playing Field) by virtue of being an honorary trustee of the Pollyfield Community Centre.

83. **PUBLIC PARTICIPATION SESSION OF 15 MINUTES DURATION**

There were no members of the public present.

84. **MINUTES**

Proposed by Councillor J McKenzie and seconded by Councillor Ms R Clarke, the minutes of

the meeting held on 28 January 2026 were approved and signed as a correct record.

(Vote – For: 7, Against: 0)

85. a. **PLANNING APPLICATIONS**

From Torridge District Council for Period 28 January 2026 to 18 February 2026

i. **Application No.** [1/0063/2026/FUL](#)

Proposed Clubhouse and Community Food Pantry with associated works.

Pollyfield Playing Field, Avon Road, Bideford EX39 4BL

Applicant: Mr Sam Stephens Shamwickshire Rovers Football Club

Date Received. 27 January 2026

It was proposed by Councillor P Lawrence, seconded by Councillor T Inch and

RESOLVED: That the application [1/0063/2026/FUL](#) is recommended for approval by the local planning authority Torridge District Council.

(Vote – For: 5, Against: 1, Abstention:1)

ii. **Application No.** [1/0057/2026/FUL](#)

Proposed change of use of ground floor to residential use (no additional dwelling created)

22 High Street, Bideford EX39 2AN

Applicant: Mr Matthew Branch

Date Received. 9 February 2026

It was proposed by Councillor Mrs S Smith, seconded by Councillor P Lawrence and

RESOLVED: That the application [1/0057/2026/FUL](#) is recommended for approval by the local planning authority Torridge District Council on the condition that the Conservation Officer would be in agreement.

(Vote – For: 6, Against: 1)

b. **Application No.** [1/0951/2025/FUL](#)

Members noted the appeal.

86. **PLANNING AUTHORITY UPDATE**

Members had sight of the Planning update prior to the Meeting.

The business of the meeting having been completed, the Chairman thanked the members for their attendance and the meeting concluded at 6.37 pm.

Signature of Town Mayor: Date:

Signature of Chairman: Date:

PLANNING APPLICATIONS RECEIVED FROM TDC FOR PERIOD

18 February 2026 TO 11 March 2026

- a. **Application No.** [1/0106/2026/LBC](#) [1/0105/2026/FUL](#)
- Alterations to shopfront
- 67 - 68 High Street Bideford Devon EX39 2AN**
- Applicant: Mr Simon Haywood
- Date Received: 18 February 2026
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- b. **Application No.** [1/0154/2026/FUL](#)
- Change of use of commercial premises to 2no. dwellings
- 13 - 15 Westcombe Lane, Bideford, Devon, EX39 3JQ**
- Applicant: To follow
- Date Received. 3 March 2026.
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- c. **Application No.** [1/0174/2026/LBC](#)
- Replacement roof, repairs and associated works
- Bideford Pannier Market , Market Place, Bideford, Devon**
- Applicant: To follow
- Date Received. 4 March 2026.
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- d. **Application No.** 1/1011/2015/FUL
- Erection of 7no. Industrial Units (Class b8)
- Applicant: To follow
- Date Received. 26 February 2026.

e. **Application No.** 1/0962/2025/LBC

Alterations to roofs, roof lights, valley gutters and fascias

Bethel Church , Torrington Street, Bideford, Devon

Applicant: To follow

Date Received. 4 March 2026.

f. **Application No.** [1/0970/2025/LA](#) [1/0971/2025/LBC](#)

Change of use of library (Use Class F1) to create a multifunctional sport and fitness facility (Use Class E) and associated alterations

Location: Torridge District Council, Town Hall, Bridge Street, Bideford

Applicant: Mr Adrian Redwood

Date Received. 24 February 2026

g. **Application No.** [1/0173/2026/FUL](#)

Replacement roof, repairs and associated works

Applicant: To follow.

Date Received. 6 March 2026

Agenda Item 6

PLANNING DECISIONS RECEIVED FROM TDC / DCC

18 February 2026 – 11 March 2026

<u>Application No:</u>	<u>Details</u>	<u>Decision</u>
1/1011/2025/FUL	Erection of 7no. Industrial Units (Class B8) Land At Grid Reference 243346 125259, Farm Road, Caddstown Industrial Park, Bideford	Granted
1/0962/2025/LBC	Alterations to roofs, roof lights, valley gutters and fascias. Bethel Church , Torrington Street, Bideford	Granted
1/0970/2025/LA	Change of use of library (Use Class F1) to create a multi functional sport and fitness facility (Use Class E) and associated alterations	Granted
1/0971/2025/LBC	Change of use of library (Use Class F1) to create a multi functional sport and fitness facility (Use Class E) and associated alterations	Granted