

## BIDEFORD TOWN COUNCIL



Janine Gardner  
Town Clerk and Responsible Financial Officer

Riverbank House  
Bideford  
Devon  
EX39 2HS

Telephone:  
(01237) 428938

Wednesday, 6 May 2026

To: Members of the Planning Committee

You are hereby summoned to attend the following meeting:

**Name of Committee:** Planning Committee

**Meeting Date:** Wednesday 13 May 2026

**Meeting Time:** 6.30pm

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

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/photograph/report public meetings.

J Gardner  
Clerk to the Council

## AGENDA

### 1. Apologies for Absence

To receive apologies and reasons for absence.

### 2. Declarations of Interest and Dispensations

To receive declarations of interest on items on the agenda and note any requests for dispensation received by the Clerk prior to the meeting.

### 3. Public Participation

Public participation session of 15 minutes duration on items on the agenda.

**4. Minutes of the Previous Meeting**

To approve the minutes of the meeting held on Wednesday 22 April as a correct record.

**5. Consideration of Planning Applications**

To consider and resolve the enclosed Planning application(s) on behalf of the Council.

**6. Planning Applications Outcomes and Appeals Notification**

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 L Hellyer, S Inch, T Inch, R Clarke, P Lawrence, J Hellyer, J McKenzie.

**Date of Next Meeting: 3 June 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

**Name of Committee:** Planning Committee

**Meeting Date:** 22 April 2026

**Meeting Time:** 6.30pm

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

### **Present:**

#### South Ward

Councillor S Inch

Councillor P Lawrence

#### East Ward

Councillor J Hellyer

Councillor L Hellyer (in the Chair)

### **Also Present:**

Councillor S Smith

Janine Gardner, Town Clerk

C Heller, Administration Officer

### **99. Apologies for Absence**

Apologies for absence were received from Councillor J McKenzie (illness) and Councillor R Clarke (personal).

No apologies for absence were received from Councillors D Bushby and T Inch.

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

None declared.

### **101. Public Participation**

No members of the public attended the meeting.

## 102. Minutes of the Previous Meeting

It was proposed by Councillor P Lawrence, seconded by Councillor L Hellyer and **resolved** to approve the minutes of the meeting held on 1 April 2026 as a correct record.

(Vote – For: 3, Against: 0, Abstention: 1)

## 103. Item Title

- a. Application No. **1/0258/2026/FUL** <https://publicaccess.torridge.gov.uk/online-applications/simpleSearchResults.do?action=firstPage>  
Single storey extension, with internal refurbishment works and associated external works/landscaping. Location: The Pollyfield Community Association, Pollyfield Community Centre, Avon Road, Bideford.

It was proposed by Councillor P Lawrence, seconded by Councillor L Hellyer and **resolved** to recommend the application for approval by the local planning authority Torridge District Council.

(Vote – For: 3, Against: 0, Abstention: 1)

- b. Application No. **1/0184/2026/FUL** <https://publicaccess.torridge.gov.uk/online-applications/simpleSearchResults.do?action=firstPage>  
Proposed erection of single storey restaurant (KFC). With drive-thru lane, car parking, landscaping and associated works.  
Location: Affinity Outlet Devon, Bideford, Devon, EX39 3DU.

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

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

- c. Application No. **1/0207/2026/FUL** <https://publicaccess.torridge.gov.uk/online-applications/simpleSearchResults.do?action=firstPage>  
Installation of defibrillator and bleed kit cabinets to external wall of Nationwide Building Society Branch Location: Nationwide, 20 The Quay, Bideford, Devon.

It was proposed by Councillor P Lawrence, seconded by Councillor L Hellyer and **resolved** to recommend the application for approval by the local planning authority Torridge District Council.

(Vote - For: 4, Against: 0, Abstention: 0)

- d. Application No. **1/0243/2026/FUL** <https://publicaccess.torridge.gov.uk/online-applications/simpleSearchResults.do?action=firstPage>  
Single storey extension to rear and internal reconfiguration to create 1no. studio apartment. Location: Ground Floor Flat, 8 South View Terrace, Northdown Road, Bideford.

It was proposed by Councillor L Hellyer, seconded by Councillor S Inch and **resolved** to object to the application on the grounds that the reconfiguration would cause overcrowding, a reduction of communal space and inadequate space for bins.

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

- e. Application No. **1/0244/2026/FUL** <https://publicaccess.torridge.gov.uk/online-applications/simpleSearchResults.do?action=firstPage>

Installation of replacement wind turbine, associated infrastructure following removal and decommissioning of the existing turbine.

Location: Wind Turbine At Grid Reference 249009 123720, Gammaton, Devon.

It was proposed by Councillor P Lawrence, seconded by Councillor S Inch and **resolved** to object to the application.

(Vote – For: 2, Against: 2, Abstention: 0)

Given that the vote was tied, Councillor L Hellyer, as Chair, gave her casting vote providing for the vote to be amended:

(Vote – For: 1, Against: 3, Abstention: 0)

**The business of the meeting having been concluded the Chair thanked the councillors for their attendance at the meeting, which concluded at 6.50 pm.**

Signature of Town Mayor: .....

Date: .....

Signature of Committee Chair: .....

Date: .....



**PLANNING APPLICATIONS RECEIVED FROM TORRIDGE DISTRICT COUNCIL FOR  
PERIOD**

22 April 2026 to 13 May 2026

- 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](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

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

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

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

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

**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

**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

**PLANNING DECISIONS RECEIVED FROM TORRIDGE DISTRICT COUNCIL**

22April 2026 to 13 May 2026

<b>Application No:</b>	<b>Details</b>	<b>Decision</b>
<b>1/0207/2026/FUL</b>	Conversion of ground floor to two flats, use of basement for storage and external works <b>Location:</b> 1 - 2 Market Place, Bideford EX39 2DR	Granted

<https://publicaccess.torrIDGE.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=TBSC3TQKHWM00>

<b>1/0208/2026/LBC</b>	Conversion of ground floor to two flats, use of basement for storage and external works <b>Location:</b> 1 - 2 Market Place, Bideford, EX39 2DR	Granted
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<https://publicaccess.torrIDGE.gov.uk/online-applications/simpleSearchResults.do?action=firstPage>

<b>1/0216/2026/FUL</b>	Conversion of first and second floors to 4 no. flats <b>Location:</b> 1 - 2 Market Place, Bideford, EX39 2DR	Granted
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<https://publicaccess.torrIDGE.gov.uk/online-applications/simpleSearchResults.do?action=firstPage>

<b>1/0201/2026/LBC</b>	Conversion of First and Second Floors into 4no. Flats including Lime Render Repairs, Replacement Painted Windows and Doors. <b>Location:</b> 1 - 2 Market Place, Bideford, EX39 2DR	Granted
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<https://publicaccess.torrIDGE.gov.uk/online-applications/simpleSearchResults.do?action=firstPage>