

BIDEFORD TOWN COUNCIL



Riverbank House
Bideford
Devon
EX39 2QG

Telephone: 01237 428938

Janine Gardner
Town Clerk & Responsible Financial Officer

To: Members of the Planning Committee

Thursday, 26 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 1 April 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 11 March 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. 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: 22 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 Green House, Riverbank House, Bideford on,

Wednesday 11 March 2026 at 6.30 pm

PRESENT:

South Ward: Councillor P Lawrence
Councillor S Inch
Councillor Ms R Clarke

East Ward: Councillor Mrs L Hellyer
Councillor J McKenzie
Councillor J Hellyer

West Ward: Councillor T Inch

IN ATTENDANCE: Mrs J Gardner (Town Clerk)

Miss C Heller (Administrative Officer)

87. **APOLOGIES FOR ABSENCE**

No apologies for absence were received.

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

Councillor T Inch declared a non-pecuniary interest in Agenda Item 5.b (planning application 1/0154/2026/FUL) by virtue of being personally acquainted with the applicant.

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

There were no members of the public present.

90. **MINUTES**

Proposed by Councillor Peter Lawrence and seconded by Councillor Jamie McKenzie, the minutes of the meeting held on 18 February 2026 were approved and signed as a correct record.

(Vote – For: 7, Against: 0, Abstentions: 2)

91. **PLANNING APPLICATIONS**

- a. Application No. [1/0106/2026/LBC](#) [1/0105/2026/FUL](#)

<https://publicaccess.torridge.gov.uk/online-applications/simpleSearchResults.do?action=firstPage>

Alterations to shopfront

67 - 68 High Street Bideford Devon EX39 2AN

Applicant: Mr Simon Haywood

Date Received: 18 February 2026

It was proposed by Councillor James Hellyer, seconded by Councillor Mrs L Hellyer

RESOLVED: That the application is recommended for approval by the local planning authority Torridge District Council.

- b. Application No. [1/0154/2026/FUL](#)

<https://publicaccess.torridge.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=TAYOXVQK0F900>

Change of use of two commercial premises to two dwellings.

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

Applicant: Mr Graeme Scott

Date Received. 3 March 2026

It was proposed by Councillor P Lawrence, seconded by Councillor Jamie McKenzie

RESOLVED: That the application is recommended for approval by the local planning authority Torridge District Council.

(Vote – For: 6, Against: 0, Abstentions: 1)

- c. Application No. [1/0962/2025/LBC](#)

<https://publicaccess.torridge.gov.uk/online-applications/simpleSearchResults.do?action=firstPage>

Alterations to roofs, roof lights, valley gutters and fascias

Location: Bethel Church, Torrington Street, Bideford, Devon

Applicant: Mr Keith Holland

Date Received. 4 March 2026

It was proposed Councillor James Hellyer, seconded by Councillor Rachel Clarke

RESOLVED: Not To Comment

(Vote – For: 4, Against: 3, Abstentions: 0)

- d. 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, Bideford, Devon

Applicant: Bideford Town Council

Date Received. 4 march 2026

It was proposed to decline to comment by Councillor Mrs L Hellyer, seconded by Councillor Peter Lawrence

RESOLVED: Not to comment

- e. Application No. [1/0970/2025/LA](#) [1/0971/2025/LBC](#)

<https://publicaccess.torridge.gov.uk/online-applications/simpleSearchResults.do?action=firstPage>

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

It was proposed to decline to comment by Councillor Mrs L Hellyer, seconded by Councillor Peter Lawrence

RESOLVED: Not to comment

92. **PLANNING AUTHORITY UPDATE**

There was no 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 6.41 pm.

Signature of Town Mayor: Date:

Signature of Chairman: Date:

PLANNING APPLICATIONS RECEIVED FROM TDC FOR PERIOD

11 March 2026 TO 1 April 2026

a. **Application No.** 1/0136/2026/ADV

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 Kevin Cannon (above address)

Date Received: 16 March 2026

b. **Application No.** 1/0201/2026/LBC

Conversion of First and Second Floors into 4no. Flats including Lime Render Repairs, Replacement Painted Windows and Doors.

1,2 And 2A Market Place Bideford Devon EX39 2DR

Applicant: Mr Jennings, 7 Brynsworthy Park, Roundswell, Barnstaple EX31 3RB

Date Received. 16 March 2026.

c. **Application No.** 1/0207/2026/FUL

Conversion of ground floor flat to two flats. Use of basement for storage and external works.

Location: 1-2 Market Place, Bideford EX39 2DR

Applicant: Mr Jennings, 7 Brynsworthy Park, Roundswell, Barnstaple EX31 3RB

Date Received. 19 March 2026

d. **Application No.** 1/0208/2026/LBC 1/0208/2026/FUL

Conversion of ground floor flat to two flats. Use of basement for storage and external works.

Location: 1-2 Market Place, Bideford EX39 2DR

Applicant: Mr Jennings, 7 Brynsworthy Park, Roundswell, Barnstaple
EX31 3RB

Date Received. 19 March 2026.

e. **Application No.** [1/0207/2026/FUL](#)

Conversion of ground floor flat to two flats. Use of basement for storage and external works.

Location: 1-2 Market Place, Bideford EX39 2DR

Applicant: Mr Jennings, 7 Brynsworthy Park, Roundswell, Barnstaple
EX31 3RB

Date Received. 19 March 2026.

f. **Application No.** [1/2022/2026/FUL](#)

Erection of two storey extension

Lower Winsford, Abbotsham Road, Bideford EX39 3BP

Applicant: Mr Cooper (above address)

Date Received. 24 March 2026

g. **Application No.** [1/0147/2026/FUL](#)

Single storey rear extension

4 Brookfield, Bideford EX39 3DP

Applicant: Mrs K Johnson (above address)

Date Received. 24 March 2026

h. **Application No.** [1/0216/2026/FUL](#)

Conversion of first and second floors to four flats

Location: 1-2 Market Place, Bideford EX39 2DR

Applicant: Mr Jennings, 7 Brynsworthy Park, Roundswell, Barnstaple
EX31 3RB

Date Received. 25 March 2026

PLANNING DECISIONS RECEIVED FROM TDC / DCC

11 March 2026 to 1 April 2026

<u>Application No:</u>	<u>Details</u>	<u>Decision</u>
<u>1/0497/2025/FUL</u>	Conversion of barn to 1 no. dwelling Location: Building At Grid Reference 247879 125965, Alverdiscott Road, Bideford,	Granted
<u>1/0043/2026/FUL</u>	Extension to the front elevation of the existing unit, approx. 6m x 12.5m. Widening and relocation of existing entrance gates. Location: Unit 3C, Clovelly Road Industrial Estate, Bideford, Devon	Granted
<u>1/0052/2026/FUL</u>	Erection of a single-storey rear extension, first floor side extension and conversion of garage 52 Oaklands, Bideford, Devon, EX39 3HW	Granted
<u>1/0057/2026/FUL</u>	Change of use of ground floor to residential use 22 High Street, Bideford, Devon, EX39 2AN	Granted
<u>1/1031/2023/FULM</u>	Demolition of existing buildings and erection of 20 no. dwellings and associated works (amended certificate) Land At Honestone Street Bideford EX39 2DJ	Granted

**Appeals lodged with the Department of Communities and Local Government
11 March 2026 to 1 April 2026**

<u>1/0604/2025/LBC</u>	Regularisation and replacement of windows 109 – 111 Meddon Street, Bideford EX39 2EW	
<u>1/0204/2024/CPE</u>	Certificate of existing lawful development for the use of land as a mixed use adventure park, caravan and camping site. The Big Sheep, Abbotsham, Bideford	