

## BIDEFORD TOWN COUNCIL



Town Hall  
Bideford  
Devon  
EX39 2HS

Telephone: 01237 428938

Town Clerk & Responsible Financial Officer

To: Members of the Planning Committee

Thursday, 22 January 2026

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 28 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  
Acting Town Clerk

### **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 7 January 2026 as a true record. Enc.
5. To complete and return the Town and Parish Settlement Survey for Bideford Email.
6. To consider and resolve the enclosed Planning application(s) 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.

### **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: 18 February 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 7 January 2026 at 6.30 pm**

- PRESENT:**
- |             |   |
|-------------|---|
| South Ward: | Councillor P Lawrence<br>Councillor S Inch                                |
| East Ward:  | Councillor J Hellyer<br>Councillor Mrs L Hellyer<br>Councillor J McKenzie |
| West Ward   | Councillor T Inch   |
- IN ATTENDANCE:** Mr R Coombes (Acting Town Clerk)

67. **APOLOGIES FOR ABSENCE**

Councillor Ms R Clarke (South Ward - personal).

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

There were no declarations of interest.

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

There were no members of the Public present.

70. **MINUTES**

Proposed by Councillor Mrs Hellyer and seconded by Councillor Lawrence, the Minutes of the Meeting held on 10 December 2025 were approved and signed as a correct record.

(Vote – For: 5, Against: 0, Abstention: 1)

71. **TREE PRESERVATION ORDER – CHUDLEIGH FORT, EAST-THE-WATER**

Members noted the Tree Preservation Order.

72.

**PLANNING APPLICATIONS**

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.**

Applicant:                      Mr R Kay, Higher Marsh, EX39 5HB  
Date Received.                9 December 2025

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

**RESOLVED: That the application is approved subject to the DCC requirement that all aspects of the proposed surface water drainage management system have been considered in order to conform with the Policy ST03 of North Devon and Torridge Local Plan 2011 - 2031.**

(Vote – For: 6, Against: 0)

b. **Application No.**            **1/0951/2025/FUL**

Proposed single dwelling and associated works.

**Land at Grid Reference 243890 125702 High Park Close, Bideford.**

Applicant:                      Paul Knox, Pearce Construction Barnstaple Ltd, EX31 3TD  
Date Received.                10 December 2025

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

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

(Vote – For: 4, Against: 2)

Councillor S Inch advised that he would “call the application in,” when presented at the District Council.

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 2025

It was proposed by Councillor Mrs L Hellyer, seconded by Councillor Mckenzie and

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

(Vote – For: 6, Against: 0)

d. **Application No.**      **1/0908/2025/LA**

Construction of a sand dressed floodlit play zone, 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  
Date Received.                18 December 2025

It was proposed by Councillor McKenzie, seconded by Councillor Lawrence and

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

(Vote – For: 6, Against: 0)

e. **Application No.**      **1/0970/2025/LA**

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

**Torridge District Council, Town Hall, Bridge Street, Bideford, EX39 2HS**

Applicant:                      Mr A Redwood, Torridge District Council, Riverbank House,  
Bideford EX39 1QG  
Date Received.                19 December 2025

It was proposed by Councillor S Inch, seconded by Councillor Mrs L Hellyer to support the application.

(Vote – For: 2, Against: 3, Abstention: 1)

**RESOLVED: That the application is not approved.**

f. **Application No.**      **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.

**Torridge District Council, Town Hall, Bridge Street, Bideford, EX39 2HS**

Applicant:                      Mr A Redwood, Torridge District Council, Riverbank House,  
Bideford EX39 1QG  
Date Received.                19 December 2025

It was proposed by Councillor S Inch, seconded by Councillor Mrs L Hellyer to support the application.

(Vote – For: 2, Against: 3, Abstention: 1)

**RESOLVED: That the application is not approved.**

g. **Application No.**        **1/1011/2025/FUL**

Erection of 7no. Industrial Units (Class B8).

**Land At Grid Reference 243346 125259, Farm Road, Caddstown Industrial Park, Bideford**

Applicant:                    Mr Nick Lockett Caddstown Industrial Park, Bideford EX39  
3BE

Date Received.                23 December 2025

It was proposed by Councillor McKenzie, seconded by Councillor Lawrence and

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

(Vote – For: 6, Against: 0)

h. **Application No.**        **1/1017/2025/FUL**

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

**Flat 1, Westcroft Court, Union Close, Bideford**

Applicant:                    Mr Ed Dunkley, Live West, 1 Wellington Way, Holly Cottage,  
Exeter EX5 2FZ

Date Received.                24 December 2025

It was proposed by Councillor Mrs L Hellyer, seconded by Councillor McKenzie and

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

(Vote – For: 5, Against: 1)

73. **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 6.46 pm.

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

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

PLANNING APPLICATIONS RECEIVED FROM TDC FOR PERIOD

07 January 2026 to 28 January 2026

a. **Application No.**      **1/0998/2025/REMM**

Reserved matters application for Internal Access, Appearance, Landscaping, Layout and Scale for 10 dwellings pursuant to application 1/1015/2014/OUTM.

**Land at Grid Reference 243152 126528, New Road, Bideford.**

Applicant:                      Bloor Homes (South West) Limited, 3 Stanton Court, South Marston Park, Swindon SN3 4YH.

Date Received.                7 January 2026.

b. **Application No.**      **1/0043/2026/FUL**

Extension to the front elevation of the existing unit, approx. 6m x 12.5m. Widening and relocation of existing entrance gates.

**Unit 3C, Clovelly Road Industrial Estate, Bideford, Devon**

Applicant:                      Mr Eddie Pollit, Eddie Pollit Grab Hire (Address As Above.)

Date Received.                22 January 2026.

c. **Application No.**      **1/0052/2026/FUL**

Erection of a single-storey rear extension, first floor side extension and conversion of garage

**52 Oaklands, Bideford, Devon, EX39 3HW**

Applicant:                      Mr Alec and Sue McLaren (Address As Above.)

Date Received.                22 January 2026.

