BIDEFORD TOWN COUNCIL

Riverbank House
Bideford
Devon
EX39 2QG

Telephone:
(01237) 428938

Janine Gardner
Town Clerk and Responsible Financial Officer

22 September 2026

To: Members of the Planning Committee

You are hereby summoned to attend the following meeting:

Name of Committee: Planning Committee
Meeting Date: Wednesday 7 October 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

A G E N D A

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 16 September 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 McKenzie, K Hind.

Date of Next Meeting: 28 October 2026

Agenda Item 2

DECLARATIONS OF INTEREST

PLEASE READ THE ADVICE OVERLEAF, THEN COMPLETE IN BLOCK CAPITALS AND HAND TO THE CLERK AT THE COMMENCEMENT OF THE MEETING

FULL NAME: ……

AGENDA.or MINUTE NO.	**PECUNIARY** *(please tick)*	**NON-PECUNIARY** *(please tick)*	**REASON FOR RECORDING INTERESTS** (If sensitive - please note as such)

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 previous12 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: Wednesday, 16 September 2026
Meeting Time: 6:30pm
Venue: Greenhouse, Riverbank House, Bideford EX39 2QG

Present:

South Ward

Councillor S. Inch

East Ward

Councillor L Hellyer
Councillor J McKenzie

North Ward

Councillor K Hind

Also Present:

C Heller, Administration Officer

37. Apologies for Absence

No apologies were received from Cllrs P Lawrence, R Clarke or T Inch.

38. Declarations of Interest and Dispensations

Councillors S Inch expressed a non-pecuniary interest in Item 42 (member of Torridge District Council).

39.Public Participation

No members of the public attended the meeting.

40.Minutes of the Previous Meeting

It was proposed by Councillor L Hellyer, seconded by Councillor K Hind and **resolved** to approve the minutes of the meeting held on 26 August 2026 as a correct record.

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

41. Proposed Installation of Telecommunications Apparatus

It was proposed by Councillor S Inch, seconded by Councillor K Hind and **resolved** to recommend to the local planning authority Torridge District Council that the application be approved.

(Vote – For:4, Against:0)

42. Consideration of Planning Applications

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

a. Application No. 1/0666/2026/FUL

Construction of 2no. highway access junctions including carriageway construction, public shared footpath/cycleway, soft landscaping and street lighting alterations.

Location: Manteo Way, Bideford, Devon

Applicant: Mr A Redwood, Torridge District Council

Date Received: 4 September 2026

It was proposed by Councillor J McKenzie, seconded by Councillor L Hellyer and **resolved** to recommend to the local planning authority Torridge District Council that the application be approved.

(Vote – For:4, Against:0)

43.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.

Part II (Closed Session)

Exclusion of the Press and Public

Due to the sensitive or confidential nature of the following item it was proposed by Councillor McKenzie seconded by Councillor S Inch and **resolved** to exclude the press and public from the remainder of the meeting on the basis of Section 1 paragraph 2 of the Public Bodies (Admission to Meetings) Act 1960 which stipulated that a council may, by resolution, exclude the public from a meeting (whether during the whole or part of the proceedings) whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the

business to be transacted or for other special reasons stated in the resolution and arising from the nature of that business or of the proceedings.

(Vote – For:4, Against: 0)

44. Torridge District Council - Outstanding Enforcement Cases - 01 September 2026

The Committee Members noted the Enforcement Cases.

The business of the meeting having been concluded the Chairman thanked the councillors for their attendance at the meeting, which concluded at 6.36 pm.

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

Signature of Chair: …… Date: ……....

Agenda Item 5

PLANNING APPLICATIONS RECEIVED FROM TORRIDGE DISTRICT COUNCIL FOR PERIOD

16 September 2026 – 7 October 2026

a. Application No. 1/0722/2026/LBC

Alterations to roof drainage system and including front down pipe

Location: 25 The Strand, Bideford, Devon, EX39 2ND

Applicant: David Morgan

Date Received: 22 September 2026

b. Application No. 1/0741/2026/TEL

Prior approval notification for the installation of a 18m monopole with 6 no. antennas, 2 no. dishes and 4 no. associated cabinets and ancillary development under Part 16 of GPDO.

Location: Torridge District Council, Cattle Market Car Park, Chanters Road, Bideford

Applicant: EE Ltd

Date Received: 1 October 2026

Agenda Item 6

PLANNING DECISIONS RECEIVED FROM TORRIDGE DISTRICT COUNCIL

16 September 2026 – 7 October 2026

Application No:	Details	Decision
1/0541/2026/FUL	Conversion of manager's accommodation into 4no. apartments and change of use of ground floor to Class E	**GRANTED**
Location:	38 Mill Street, Bideford, Devon, EX39 2JJ	
1/0440/2026/FUL	Erection of 1no. dwelling and associated works, public bench and landscaping	**REFUSED**
Location:	High Park Close, Bideford, Devon	

http://www.torridge.gov.uk/planningonline