



Mr Paul Swan
Town Clerk & Responsible Financial Officer

To: Members of the Planning Committee

Thursday, 14 November 2024

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 20 November 2024 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 blue ink, appearing to read 'Paul Swan', is written over a light blue circular stamp.

Paul Swan
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 Wednesday 30 October 2024 as a true record. Enc.
5. To consider and resolve the enclosed Planning applications 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 PLANNING COMMITTEE

Councillors: Ms R Clarke (Town Mayor), Gordon, Mrs L Hellyer, S Inch, McKenzie, Taylor, Mrs S Smith

Date of Next Meeting: 11 December 2024

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.

Further details can be found in the Bideford Town Council Code of Conduct



BIDEFORD TOWN COUNCIL

Minutes of the Planning Committee Meeting

held in the Town Hall, Bideford on

Wednesday 30 October 2024 at 6.30 pm.

PRESENT: South Ward: Councillor S Inch
East Ward: Councillor J McKenzie
Councillor Mrs L Hellyer
West Ward: Councillor M Taylor

IN ATTENDANCE: Mrs Claire Parsons – Administration Assistant
Councillor Mrs S Smith

56. **APOLOGIES FOR ABSENCE**

Apologies were received from:
Councillor R Clarke (South Ward) - Personal.
Councillor J Gordon (North Ward) - Personal.

57. **DECLARATIONS OF INTEREST**

There were no Declarations of Interest received.

58. **PUBLIC PARTICIPATION SESSION**

There were no members of the public in attendance.

59. **MINUTES**

The Minutes of the Meeting held on 9 October 2024 were approved and signed as a correct record.

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

60. **TO RECEIVE DETAILS FROM TDC ON LISTED BUILDINGS & CONSERVATION AREAS IN TORRIDGE DISTRICT ON HOW LISTED BUILDINGS CAN BE FOUND AND THE PROCESS FOR REPORTING ANY ISSUES OR CONCERNS IN PRESERVING THESE HERITAGE ASSETS.**

Members noted that they received the information from Torridge District Council on Listed

Buildings and Conservation areas in Torridge and how they could be found and the process for reporting any issues.

Councillor S Inch asked if this information could be circulated to all members of the Town Council for information. It was agreed that the Clerk would circulate this information.

61. **PLANNING APPLICATIONS**

- a. Application No: 1/0919/2024/FULM. Proposed builders merchant building (Sui Generis) including access road and infrastructure, landscaping, parking and servicing. Land At Clarke Estate, Clovelly Road Industrial Estate, Bideford, EX39 3HN. Applicant: Mr B Waudby, Penhaven Developments, 59 Magdalen Street, Exeter, EX2 4HY. Agent: Mr F Smith, James Campbell Associates Ltd, Rochdale, OL16 3BN (Date received: 23 October 2024).

Proposed by Councillor Mrs L Hellyer, seconded by Councillor S Inch, and

RESOLVED: That members approved the application subject to supporting the recommendations of South West Water. Members have concerns about sewerage outfall and the capacity of the sewer drain.

Approval of the application was also subject to members supporting the recommendations of the Designing Out Crime Officer, and those of DCC Archaeology.

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

62. **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

30 October – 20 November 2024

- a. Application No: 1/0907/2024/FUL. Alterations to existing shopfront. Units 41A & 42, Affinity Outlet Devon, Bideford, EX39 3DU. Applicant: Mr S Allen, SA Property Consultants Ltd, 20-22 Wenlock Road, London, N1 7GU. Agent: (None submitted). (Date received: 24 October 2024).

The documents associated with this application can be viewed here:
<https://tinyurl.com/4uzb4u47>

- b. Application No: 1/0920/2024/FUL. Conversion of ground floor store to apartment, internal alterations & associated work. Inklus Limited, 21 High Street & 10 Grenville Street Bideford, EX39 2EA. Applicant: Mr C Jones, Inklus Ltd, 21 High Street, Bideford, EX39 2AA. Agent: Mr May, D & J May Architectural Services, Barnstaple, EX31 3SF. (Date received: 25 October 2024).

The documents associated with this application can be viewed here:
<https://tinyurl.com/2ra8p9kh>

- c. Application No: 1/0921/2024/LBC. Conversion of ground floor store to apartment, internal alterations & associated work. Inklus Limited, 21 High Street & 10 Grenville Street Bideford, EX39 2EA. Applicant: Mr C Jones, Inklus Ltd, 21 High Street, Bideford, EX39 2AA. Agent: Mr May, D & J May Architectural Services, Barnstaple, EX31 3SF. (Date received: 25 October 2024).

The documents associated with this application can be viewed here:
<https://tinyurl.com/73dtbwue>

- d. Application No: 1/0922/2024/FUL. 3 Additional industrial units, parking and associated external works. Innovation Court, Clovelly Road Industrial Estate, Bideford, EX39 3GD. Applicant: IPS Pension Builder – Grenco Ltd, Innovation Court, Clovelly Road Industrial Estate, Bideford. Agent: Mrs R Fearnley, Fearnley Lott Architects, Unit 1, Innovation Court, Bideford. (Date received: 25 October 2024).

The documents associated with this application can be viewed here:
<https://tinyurl.com/yfhhj8wb>

- e. Application No: 1/0959/2024/FUH. Proposed front porch extension with canopy roof and associated works. 12 Short Close, Bideford, EX39 3QL. Applicant: Miss C Harrington (same address). Agent: Mr D Polkinghome, NPAS Devon Ltd, Roundswell, Barnstaple, EX31 3YB. (Date received: 7 November 2024).

The documents associated with this application can be viewed here:
<https://tinyurl.com/r8m53f78>

- f. Application No: 1/0960/2024/FUL. Single storey side extension. 28 Moreton Park Road, Bideford, Devon, EX39 3AU. Applicant: Mr A Donovan (same address). Agent: Mrs D Somerville RIBA, Deborah Somerville Chartered Architect. Bideford, EX39 3BT. (Date received: 7 November 2024).

The documents associated with this application can be viewed here:
<https://tinyurl.com/yc4ef2jf>

- g. Application No: 1/0951/2024/FUL. Part-retrospective application for the change of use of land from scrapyard to Class E Commercial Use and erection of office building. Land At Grid Reference 245181 12550, Upcott, Bideford, Devon. Applicant: Mr R Trevelyan, Tower House, Orchard Hill, Bideford, EX39 2RA. Agent: Mr P Hinton East Glen, Orchard Hill, EX39 2RA. (Date received: 8 November 2024).

The documents associated with this application can be viewed here:
<https://tinyurl.com/yf4kcr3a>

DECISIONS RECEIVED FROM TDC / DCC

30 October - 20 November 2024

- a. Application No: 1/0777/2024/FUL. Revised rear access to first floor, replacement windows at first floor and new rooflights in existing openings. 75 High Street, Bideford, EX39 2AA.

Decision: Granted

Conditions:

The Decision Notice can be viewed on this link: <https://shorturl.at/u9hpa>