BRAUNTON PARISH COUNCIL

Council Offices
Chaloners Road
Braunton

Date issued: 4 November 2026

Dear members of Braunton Parish Council,

You are summoned to attend the Full Council meeting of Braunton Parish Council, which will be held on **TUESDAY 10 NOVEMBER 2026 at 7pm**, in the Council Chamber, Chaloners Road, Braunton, for the purpose of transacting the undermentioned business.

In accordance with The Public Bodies (Admission to Meetings) Act 1960 members of the public and press are welcome to attend.

There will be a period not exceeding 15 minutes for questions by the public. Anyone wishing to ask questions is requested to notify the Parish Clerk by 12 noon on the day of the meeting.

Yours faithfully,

T. Lovell

Tracey Lovell BA (Hons)
Clerk to the Council & RFO

Public Participation. In accordance with Standing Order 49 a period not exceeding 15 minutes will be set aside at the start of the meeting for members of the public to ask a question or make a statement about, any matter relating solely to any function of the Council or any planning application being considered by the Council. Anybody wishing to ask a question is requested to inform the Parish Clerk prior to the meeting.

AGENDA

Part I – Public

1. **Apologies** - receive apologies and reasons for absence.

2. Receive items for information not on the agenda, which in the opinion of the Chair should be brought to the attention of the Council.

3. **Declarations of Interest** – to receive declarations of personal interest and disclosable pecuniary interests (DPIs) in respect of items on this agenda. Members are reminded that all interests:
   - Should be declared at the beginning of the meeting, and
   - Declared prior to the item being discussed.

4. **Public Participation Period** – members of the public are permitted to make representations, ask questions and give evidence in respect of any item of business relating to the Parish Council. The period of time which is designated for public participation shall not exceed 15 minutes. Each member of the public is entitled to speak once only in respect of business and shall not speak for more than 3 minutes. A question asked by a member of the public during this period shall not require a response or debate at the meeting.

5. **Minutes** –
   a. To approve and sign Minutes of the Council Meeting held on 13 October 2026, attached.
   b. To ratify and adopt the Minutes of the Parks and Gardens Committee held on 27 October 2026.
   c. To ratify and adopt the Minutes of the Finance & Administration Committee held on 3 November 2026.
   d. To ratify and adopt the Minutes of the Property Committee held on 5 November 2026

6. **Action Sheet** – consider updated action sheet, attached.

7. **Braunton Parish Community Emergency Plan** – annual review and to receive the Community Flood Warden Ben Byrom.

8. **Police Report** –
   a. Receive police report/newsletter.
   b. Receive Councillor Advocate Report.

9. **Report from Devon County Councillor** – receive Devon County Councillor.

10. **Report from North Devon Councillors** – receive North Devon District Councillors.

11. **Planning –** North Devon Council the determining Authority, has asked for comments from this Parish Council on the following applications (click on the application number to view the Application):

    Cllr E Spear and Cllr P Maskell in their capacity as North Devon Councillor, stated that any opinions expressed during discussions on the following planning applications represent a preliminary view and that they will naturally reconsider the application fresh when presented all the facts at principal level.

    a) 82341 **Proposed:** Single storey rear extension and internal alterations together with erection of garden cabin
    Location: 13 West Park Braunton Devon EX33 1EY
    Applicant: Tim Tanton

    b) 82348 **Proposed:** Replacement of Existing Toilet Block and Welfare Area for New Halfway House Facilities
    Location: Saunton Golf Club Saunton Braunton Devon EX33 1LG
    Applicant: Jon Sutherland

    c) 82397 **Proposed:** Notification of works to trees in a conservation area in respect of the felling of 1x black walnut tree
    Location: Mallards Church Street Braunton Devon EX33 2EP
    Applicant: Sarah Fidge

    d) 82370 **Proposed:** Single storey pitched roof extension to include partial conversion and alterations to garage
    Location: 9 Irving Close Braunton Devon EX33 1DH
    Applicant: David Dadds

    e) 82376 **Proposed:** Extension to & change of use of an agricultural building to allow for cider production, distribution & retail sales & on-site consumption of food & drink with associated works
    Location: Land to the West of Blind Acres Lane Braunton Devon
    Applicant: Mr and Mrs Bail

    f) 82305 **Proposed:** Application for consent for works to trees covered by a tree preservation order in respect of crown lift of 3x Populus alba (T1, T2 & T3)
    Location: Public Open Space Seven Acres Park Braunton Devon
    Applicant: Louse Chambers

g) 82368 **Proposed:** Reserved matters application for 78201 (Outline application for erection of a single dwelling with some matters reserved (appearance))
Location: Bloomfield Hills View Braunton EX33 2LA
Applicant: Mr and Mrs Allison

12. **North Devon Council – Planning Decisions**

82212 Description: Erection of two storey pool house, loft conversion and associated works
Site Address: The Warren 16 Seven Acres Park Braunton Devon EX33 2PD
Applicant: Karl & Tracey Jones
Decision: APPROVED
Decision Date: 19/10/2026

82207 Description: Single storey rear extension including associated works
Site Address: 24 West Meadow Road Braunton Devon EX33 1EB
Applicant: Mr H and Mrs K McCommon
Decision: APPROVED
Decision Date: 21/10/2026

82153 Description: Erection of fence
Site Address: 32 Homer Road Braunton Devon EX33 1DS
Applicant: Brian Gower
Decision: WITHDRAWN
Decision Date: 23/10/2026

82181 Description: Erection of garden room/covered space to the rear elevation
Site Address: 5 Hammados Court Knowle Braunton Devon EX33 2FP
Applicant: Rachel White
Decision: APPROVED
Decision Date: 29/10/2026

82130 Description: Siting of 2x non-illuminated signs
Site Address: Braunton Roundabout Braunton Devon
Applicant: Outdo Media
Decision: REFUSED
Decision Date: 27/10/2026

13. **Accounts Due for Payment –**
    a. To examine and agree the accounts due for payment for the period 14 October – 10 November 2026 inclusive – schedule of payments will be issued prior to the meeting.
    b. To approve direct debit and standing order payments for October 2026 – attached.
    c. To approve PAYE, NI and pension contributions for November 2026 **–** schedule of payments will be issued prior to the meeting.

14. **Representative on Outside Bodies** –
    a. Receive Cllr A Bryant representative on the Small Boat and Angling Association.
    b. Receive Cllr E Blackmore representative on Vivian Moon Community Centre.

15. **To ratify decisions taken under delegated powers from 14 October – 10 November 2026**, information attached.

16. **Parish Hall Improvements –** Receive Cllr Roger Byrom.

17. **Banking Arrangements –** Parish Clerk to report on Council's banking arrangements

18. **Land Adjacent to Velator Bridge: Braunton Footpath Number 3 –** Notice proposing to divert the footpath.

19. **Signage in the Village –**
    a. Directional signage for the Village Green.
    b. Directional highway signage for parish car parks.

20. **Purchase leaf collector –** Approve quote for Weibang leaf and litter vacuum.

21. **Parish Council Risk Assessment 2026-27 –** Review of Braunton Parish Council's register of risk.

22. **Financial Regulations and Effectiveness of Internal Controls and Internal Audit for the year 2026-27 –** Review Braunton Parish Council's Financial Regulations and Internal Controls.

23. **Standing Orders –** Review Braunton Parish Council's Standing Orders.

24. **Council Budget 2026/27** – Consider draft Council budget for 2026/27.

25. To resolve: that under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that the public and press be excluded from the meeting for the following item(s) as it involves the likely disclosure of confidential information.

Part II

26. **Parish Council Leases –** Consider review of leases.