

BRAUNTON PARISH COUNCIL



Council Offices
Chaloners Road
Braunton

Date issued: 7 October 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 13 OCTOBER 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,

A handwritten signature in blue ink that reads "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** – to approve and sign Minutes of the Council Meeting held on 8 September 2026, attached.
6. **Co-option to fill Vacancy of Office for Parish Councillor & Declaration of acceptance of Office**
7. **Action Sheet** – consider updated action sheet, attached.
8. **Police Report** –
 - a. Receive police report/newsletter.
 - b. Receive Councillor Advocate Report.
9. **Braunton Beats** – receive Helen Cooper.
10. **Braunton Youth Project** – receive Mark Johnson.
11. **Report from Devon County Councillor** – receive Devon County Councillor.
12. **Report from North Devon Councillors** – receive North Devon District Councillors.
13. **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 in her capacity as North Devon Councillor, stated that any opinions expressed during discussions on the following planning applications represent a preliminary view and that she will naturally reconsider the application fresh when presented all the facts at principal level.

- a) [82181](#) **Proposed:** Erection of garden room/covered space to the rear elevation
Location: 5 Hammados Court Knowle Braunton Devon EX33 2FP
Applicant: Rachel White
- b) [82301](#) **Proposed:** Variation of condition 2 (Approved plans) & 3 (Materials) attached to planning permission 78141 (Erection of games room, sun terrace and area for jacuzzi) to allow amended design
Location: Ambridge House, 15 Seven Acres Park Braunton Devon EX33 2PD
Applicant: Rocky Huxtable

14. North Devon Council – Planning Decisions

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|-------|---|
| 82050 | <p>Description: Two storey rear extension, side extension including erection of a replacement garage, alterations to garden space, pedestrian and vehicle access and associated works</p> <p>Site Address: St Berwyns, Chaloners Road, Braunton, Devon, EX33 2ES</p> <p>Applicant: Georgie Stewart</p> <p>Decision: APPROVED</p> <p>Decision Date: 25/09/2026</p> |
| 81574 | <p>Description: Application for a lawful development certificate for existing use as residential dwelling house and associated garden land (C3)</p> <p>Site Address: Land on South Side of Ash Road, Braunton, Devon, EX33 2EF</p> <p>Applicant: Kai Drake</p> <p>Decision: APPROVED</p> <p>Decision Date: 29/09/2026</p> |

15. **Accounts Due for Payment –**
 - a. To examine and agree the accounts due for payment for the period 9 September – 13 October 2026 inclusive – schedule of payments will be issued prior to the meeting.
 - b. To approve direct debit and standing order payments for September 2026 – attached.
 - c. To approve PAYE, NI and pension contributions for October 2026 – schedule of payments will be issued prior to the meeting.
16. **Representative on Outside Bodies –**
 - a. Receive Cllr T Kirby representative on the Branton Volunteers.
 - b. Receive Cllr L Childs representative on Friends of Branton Library
17. **To ratify decisions taken under delegated powers from 9 September – 13 October 2026**, information attached.
18. **Proposed 20 mph scheme Wrafton Road in the parishes of Branton and Heanton Punchardon** – Receive Wrafton Road Action Group (WRAG) and consider costs to implement 20 mph scheme in Wrafton Road.
19. **Land Adjacent to Velator Bridge: Branton Footpath Number 3** – Notice proposing to divert the footpath.
20. **Parish Hall Remedial Works** – Consider recommendations and costings for remedial works to the front of the Parish Hall.
21. **Parish Council Chamber** – Consider quotes for visual and audio equipment.
22. **Annual Governance and Accountability Return (AGAR) 2024/25** – To note completion of the AGAR year ended 31 March 2025, and note comments made by the External Auditor, attached.
23. **Banking Arrangements** – Parish Clerk to report on Council's banking arrangements.
24. **Section 106 Funding** – Receive Parish Clerk regarding community priorities and expressions of interest.
25. **Motor Fleet Insurance** – Consider and approve renewal quote.
26. 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

27. **Tenancy Lease** – Consider solicitor's advice regarding tenancy lease.