

BRAUNTON PARISH COUNCIL



Council Offices
Chaloners Road
Braunton

Date issued: 3 September 2025

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 9 SEPTEMBER 2025 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 A – 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 the 12 August 2025, attached.
 - b. To ratify and adopt the Minutes of the Finance & Administration Committee held on 14 August 2025, attached.
6. **Action Sheet** – consider updated action sheet, attached.
7. **Police Report** –
 - a. Receive police report/newsletter.
 - b. Receive Councillor Advocate Report.
8. **Report from Devon County Councillor** – receive Devon County Councillor.
9. **Report from North Devon Councillors** – receive North Devon District Councillors.
10. **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):

Cllrs E Spear and G Bell in their capacity as North Devon Councillors, 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) [80502](#) **Proposed:** Demolition of rear extensions and garage to north side of house and replacement with single storey extension and annex
Location: Avalon Colley Park Road Branton Devon EX33 2AR
Applicant: Will Houston
- b) [80673](#) **Proposed:** Change of use of existing holiday let (former annexe) into residential use
Location: South Lobb House Branton Devon EX33 1JF
Applicant: Mr & Mrs Pavitt
- c) [80683](#) **Proposed:** Installation of solar panels on the ground
Location: Pounds Mead Hills View Branton Devon EX33 2LA
Applicant: Paul Scarlett
- d) [80687](#) **Proposed:** Change of use of an existing residential unit to a dental surgery & associated works
Location: The Flat 7 Caen Shopping Centre Caen Field Branton Devon EX33 1EE
Applicant: Dr Karina Staniszewska
- e) [80681](#) **Proposed:** Application for permission in principle for the development of 9 dwellings for social/local connection rental purposes
Location: Broadlands Farm Saunton Road Branton Devon EX33 1HG
Applicant: Valerie Cann

- f) [80718](#) **Proposed:** Variation of condition 2 (approved plans) 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 Branton Devon EX33 2PD
Applicant: Rocky Huxtable
- g) [80728](#) **Proposed:** Alteration and extension of a dwelling, including replacement raised terrace
Location: 25 Willoway Lane Branton Devon EX33 1BS
Applicant: Mr Dayman

11. North Devon Council – Planning Decisions

- 80485 Description: Dormers to rear elevation, alterations to roof design, addition of porch and alterations to driveway entrance
Site Address: Old Bowling Green, Lower Park Road, Branton, Devon, EX33 2JU
Applicant: Mr and Mrs Elliott
Decision: APPROVED
Decision Date: 18/08/2025
- 80540 Description: Single storey side extension
Site Address: 7 Goodgates Grove, Branton, EX33 1DQ
Applicant: Mr and Mrs Morris
Decision: APPROVED
Decision Date: 28/08/2025
- 80554 Description: Demolition of barn and erection of two replacement dwellings and associated works (fallback to permission 77102)
Site Address: Beara Farm, Marwood, Barnstaple, EX31 4EH
Applicant: Roger and Jennifer Avery
Decision: APPROVED
Decision Date: 27/08/2025
- 80109 Description: Extension to car park
Site Address: Branton Football Club, Lobb Sports Field, Saunton Road, Branton, Devon, EX33 1HG
Applicant: Branton Parish Council
Decision: APPROVED
Decision Date: 27/08/2025
- 80431 Description: Application for a lawful development certificate for the occupation of 1 Saunton Close and its dependant relative's annexe as a single residential unit since 2014
Site Address: 1 Saunton Close, Branton, Devon, EX33 1HA
Applicant: Mel Caswell
Decision: APPROVED
Decision Date: 28/08/2025

12. Accounts Due for Payment –

- a. To examine and agree the accounts due for payment for the period 13 August – 9 September 2025 inclusive – schedule of payments will be issued prior to the meeting.
- b. To approve direct debit and standing order payments for August 2025 – attached.
- c. To approve PAYE, NI and pension contributions for September 2025 – schedule of payments will be issued prior to the meeting.

13. **Representatives on Outside Bodies** –
 - a. Receive Cllr D Spear and Cllr T Kirby the Council's representatives on the North Devon Environmental Trust.
 - b. Receive Cllr L Childs the Council's representative on Friends of Braunton Library.
14. **To ratify decisions taken under delegated powers from 13 August – 9 September 2025**, information attached.
15. **Direct Debit and Standing Order Mandate** – To review and approved new Direct Debit to be added to the Council's mandate.
16. **Bridleway 52 Bias Lane** – To consider quotes to resurface the lane known as bridleway 52 and Bias Lane.
17. **Braunton Pharmacy** – Receive update from Chairman.
18. **Allotments** – Receive update from Chairman.
19. **Flowbird App Parish Car Parks** – Receive update from Clerk regarding changes to the Flowbird App.
20. **Parish Hall Bookings**
 - a. Approve charity Ask For Jake event on 11th October 2025 from 7.30pm to 11pm. Bar will be Olive or Twist.
21. 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

22. **Braunton Public Conveniences adj. Caen Street Car Park** – Receive motion as per SO29 regarding sealing of the lease to transfer the Public Conveniences in Caen Street Car Park to the Parish Council, information attached.