

BRAUNTON PARISH COUNCIL



Council Offices
Chaloners Road
Braunton

Date issued: 5 March 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 11 MARCH 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 black 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 will not receive a response at the meeting.

5. **Requests for Dispensation** - Consider requests received for dispensation(s).
6. **Minutes** –
 - a. To approve and sign Minutes of the Council Meeting held on the 27 January 2025, previously circulated.
 - b. To approve and sign Minutes of the Council Meeting held on the 11 February 2025, attached.
7. **Action Sheet** – Consider updated action sheet, attached.
8. **Police Report** – Receive latest newsletters.
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):

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) [79837](#) **Proposed:** Extension and alterations to dwelling together with erection of a detached garage
Location: 6 Willoway Lane Braunton Devon EX33 1AS
Applicant: Mr and Mrs Tamlyn
- b) [79840](#) **Proposed:** Removal of condition 2 (removal of caravan) attached to planning permission 71593 (Retrospective application for the continued siting of one mobile home to be used as a rural workers dwelling)
Location: Meadowsweet Saunton Road Braunton EX33 1HG
Applicant: Mr Mark Nicholl
- c) [79813](#) **Proposed:** Variation of condition 2 (approved plans) attached to planning permission 54826 (Extension to dwelling together with erection of garage) to allow amended plans
Location: 64 Saunton Road Braunton Devon EX33 1HD
Applicant: Mr Iain Morgan
- d) [79806](#) **Proposed:** Single storey extension to dwelling and internal alterations together with demolition of garage and erection of storage building
Location: The Nook Chaloners Road Braunton EX33 2ES
Applicant: Miss Kate Bater
- e) [79888](#) **Proposed:** Application for a lawful development certificate for existing works to allow planning permission 73775 to remain extant
Location: Land at Westmead Close Braunton EX33 1NL
Applicant: Pixar Property Ltd

12. North Devon Council – Planning Decisions

- 79538 Description: Erection of single storey rear extension, attached garage, replacement rear dormer and front rooflights
Site Address: 10 The Village Saunton Braunton Devon EX33 1LW
Applicant: Mr Neil Meldrum
Decision: APPROVED
Decision Date: 17/02/2025
- 79661 Description: Two storey side extension with raised decking, conversion of garage and single storey front extension
Site Address: The Knoll Winsham Road Knowle Braunton Devon EX33 2LR
Applicant: Mr and Ms Blackburn and Clensey
Decision: APPROVED
Decision Date: 17/02/2025
- 79696 Description: Variation of condition 2 (Approved Plans) attached to planning permission 79109 (Extension and alterations to dwelling) to allow amendments to plans
Site Address: 16 The Fairway Braunton EX33 1DZ
Applicant: Mr Andy Fletcher
Decision: APPROVED
Decision Date: 27/02/2025
- 79283 Description: Outline application for an agricultural workers supervisory dwelling with all matters reserved (custom/selfbuild)
Site Address: New Cross Farm Road to Braunton Burrows Car Park Braunton EX33 2NU
Applicant: Mr Avery
Decision: APPROVED
Decision Date: 26/02/2025

13. Accounts Due for Payment –

- a. To examine and agree the accounts due for payment for the period 12 February – 11 March 2025 inclusive – schedule of payments will be issued prior to the meeting.
- b. To approve direct debit and standing order payments for February 2025 – attached.
- c. To approve PAYE, NI and pension contributions for March 2025 – schedule of payments will be issued prior to the meeting.

14. Financial Regulations – Consider amendments to the Financial Regulations and Internal Controls, circulated previously.

15. Standing Orders – Consider amendments to the Standing Orders, circulated previously.

16. Museum of British Surfing – Consider grant application for damage to roof and internal repairs to prevent water damage, information attached.

17. To ratify decisions taken under delegated powers from 12 February to 11 March 2025

- a. Advisory Discussion Notes 24 February 2025 at 7pm on Zoom, attached.
- b. Agree grant to Braunton Football Club for their Biodiversity Net Gain assessment & calculation survey and planning application fee for their proposed car park extension.

18. Devolution and Reorganisation – Receive Cllr M Shapland who attended the Devon Association of Local Councils meeting.

19. North Devon (ND) Draft Housing Strategy Consultation – Consider responding to the draft ND Housing Strategy which ends 31 March 2025. Questionnaire with suggestions attached.

20. **Council Surgery** – Approve dates for future Councillor Community Drop-in Surgeries 12 April, 7 June, 6 September and 8 November 2025.
21. **Annual Leave Policy** – Consider and approve revised Annual Leave Policy, attached.
22. **Hire of Recreational Ground** –
 - a. Consider request from Ginger Monkey Events to hold their annual Braunton Big Bash on the Recreational Ground on Saturday 2 August 2025.
 - b. Consider request from Health Fest to hold their annual event on Saturday 11th or Sunday 12th April 2026.
23. **Community Shared Space (CSS)** –
 - a. Consider request from Live Well in Braunton to use the CSS on Sunday 8 June 2025 to hold a Community Youth Event.
 - b. Consider request from Braunton Market to use the CSS, as follows:
 - 19 April (Easter)
 - 24 May (spring bank holiday weekend also half term)
 - Wednesdays & Saturdays 2 July & 5 July - 18 September
 - Then every other Wednesdays through till Christmas
 - Half term Saturday October 25
 - Christmas market 15 November
24. 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

25. **Lease of Station House, Caen Street** –Sealing of a legal deed for the Licence to Assign Lease of Station House to new tenants in accordance with Standing Order 29.
26. **Staff Matters** – Agree that each member of staff entitled under the Job Evaluation Scheme to incur one incremental point on the National Joint Council Pay Scales from the 1 April 2025.