

BRAUNTON PARISH COUNCIL



Council Offices
Chaloners Road
Braunton

Date issued: 8 October 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 14 OCTOBER 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 9 September 2025.
 - b. To ratify and adopt the Minutes of the Parks and Gardens Committee held on 17 September 2025.
6. **North Devon Biosphere –** Receive Andy Bell.
7. **Mariners, South Street –** Receive update from North Devon District Councillors Simon Maddocks and Pru Maskell.
8. **Action Sheet –** consider updated action sheet, attached.
9. **Police Report –**
 - a. Receive police report/newsletter.
 - b. Receive Councillor Advocate Report.
10. **Report from Devon County Councillor –** receive Devon County Councillor.
11. **Report from North Devon Councillors –** receive North Devon District Councillors.
12. **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) [80801](#) **Proposed:** Replacement of garden building with storage/hobby shed and extension of garden curtilage and associated works.
Location: The Lodge Halsinger Braunton Devon EX33 2NL
Applicant: Marcus Jennings
- b) [80805](#) **Proposed:** Demolition of garage and extension, erection of side and front extensions, and subdivision of dwelling to form 2no. dwellings
Location: 30 Kingsacre Braunton Devon EX33 1BN
Applicant: Mr and Mrs Strahan
- c) [80813](#) **Proposed:** Erection of 2.no gates and privacy fencing
Location: The Crest Down End Saunton Braunton Devon EX33 1JH
Applicant: Proinstall M&E Ltd.
- d) [80820](#) **Proposed:** Conversion of existing dormer window into patio French casements and balcony and removal of existing chimney
Location: Cherry Cottage Corilhead Road Braunton Devon EX33 2EW
Applicant: Garry Rawlinson
- e) [80799](#) **Proposed:** Retrospective conversion of garage to one unit of holiday accommodation and a home study for the host dwelling
Location: 26 The Fairway Braunton Devon EX33 1DZ
Applicant: Mr and Mrs Daniel Coles
- f) [80842](#) **Proposed:** Application for a lawful development certificate for commencement of works relating to planning permission 78388 (Reserved matters application for appearance, landscaping, layout and scale (outline application 76273 – erection of a dwelling with associated access and landscaping (all matters reserved)))
Location: Land to the Rear of Blackwells Lodge, Boode Road, Braunton, Devon, EX33 2NW
Applicant: Miller Bay Ltd

13. North Devon Council – Planning Decisions

- 80639 Description: Single storey rear extension
Site Address: 8 Irving Close Braunton EX33 1DH
Applicant: Mr and Dr Caswell and Tarrier
Decision: APPROVED
Decision Date: 17/09/2025
- 80642 Description: Variation of Condition 5 (agricultural occupancy) attached to planning permission 1928 (Outline application for proposed erection of agricultural workers dwelling)
Site Address: Beara Charter Farm, Marwood, Barnstaple, Devon
Applicant: G. Nicholas, C. Nicholas, P. Nicholas, A. Morris
Decision: APPROVED
Decision Date: 26/09/2025
- 80683 Description: Installation of solar panels on the ground
Site Address: Pounds Mead, Hills View, Braunton, Devon
Applicant: Paul Scarlett
Decision: APPROVED
Decision Date: 24/09/2025
- 80718 Description: 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
Site Address: Ambridge House, 15 Seven Acres Park, Braunton.
Applicant: Rocky Huxtable
Decision: WITHDRAWN
Decision Date: 24/09/2025
- 80795 Description: Application for a non-material amendment to planning permission 79661 (Two storey side extension with raised decking, conversion of garage and single storey front extension) in respect of condition 2 relating to the design to allow changes to some windows and doors
Site Address: The Knoll, Winsham Road, Knowle, Braunton.
Applicant: Mr and Ms Blackburn and Clensey
Decision: APPROVED
Decision Date: 25/09/2025

14. Accounts Due for Payment –

- a. To examine and agree the accounts due for payment for the period 10 September – 14 October 2025 inclusive – schedule of payments will be issued prior to the meeting.
- b. To approve direct debit and standing order payments for September 2025 – attached.
- c. To approve PAYE, NI and pension contributions for October 2025 – schedule of payments will be issued prior to the meeting.

15. Representatives on Outside Bodies – Receive Cllr R Shapland the Council's representatives on the Braunton and District Museum.

16. To ratify decisions taken under delegated powers from 10 September – 14 October 2025, information attached.

17. Braunton Recreation Ground – Consider feedback and proposal from the Parks and Gardens Committee regarding dogs on the Recreational Ground.

18. Chaloners Road Car Park –

- a. Approve quote to resurface the lane known as Bridleway 52 (Bias Lane).
- b. Approve quote to replace rotten fence on Bridleway 52 (Bias Lane).
- c. Approve quote to replace rotten bollards in Chaloner Road Car Park.
- d. Approve removal and vegetation and quote to replace rotten fence at rear of Chaloners Road Car Park adj. to the Bridleway 52 (Bias Lane).

19. **Braunton Football Club** – Request for the Parish Council to submit an additional planning application and financial contribution towards their Habitat Management and Monitoring Plan (HMMP) as per condition 4 of their planning consent.
20. **CCTV in Braunton** – Consider options and costs for CCTV and applying for funding from the PCC.
21. **Public Conveniences** –
 - a. Consider costs to open the Pavilion public conveniences during the October half term.
 - b. Consider arrangements and approve costs to appoint contractors to clean, unlock and lock public conveniences in Caen Street Car Park once transferred over by NDC.
22. **Parish Council Risk Assessment 2025-26** – Review of Braunton Parish Council's register of risk.
23. **Financial Regulations and Effectiveness of Internal Controls and Internal Audit for the year 2025-26** – Review Braunton Parish Council's Financial Regulations and Internal Controls.
24. **Standing Orders** – Review Braunton Parish Council's Standing Orders and consider adopting the NALC Model Standing Orders.
25. **Flowbird App Parish Car Parks** – Receive update from Clerk regarding changes to the Flowbird App.
26. **North Devon Council Off Street Parking Order (OSPO)** – Consider amendments to the NDC OSPO 2026/27, information attached.
27. **North Devon Council Housing and Economic Land Availability Assessment (HELAA)** - Consider NDC's HELAA and call for sites, information attached.
28. **North Devon Coast National Landscape (AONB) Draft Management Plan** – Consider public consultation from Tuesday 15 September to Monday 27 October 2025
<https://www.northdevoncoast-nl.org.uk/news/draft-management-plan>
29. **North Devon Biosphere** – Consider proposed Strategy for 2025-2035 available from Monday 8th September until Monday 20th October 2025
<https://www.northdevonbiosphere.org.uk/biosphere-strategy.html>
30. **Braunton Remembrance 2025** – To consider arrangements for Remembrance 2025, information attached.
31. **Parish Christmas Tree and Lights** –
 - a. Consider quotes to purchase Christmas tree for 2025.
 - b. Consider arrangements for free parking in Caen Car Park leading up to Christmas.
 - c. Consider Christmas 2025 and New Year 2026 office opening hours.
 - d. Consider granting permission for the Mens Shed to install a nativity scene on the Village Green around the central tree. Request for funding towards costs.
32. **U3A request for mugs in the Parish Hall** – U3A would like the Council to reconsider providing mugs in the Parish Hall, information attached.
33. **End Polio Now** - Caen Braunton Rotary Club request permission to plant Crocus corms in the Village on Parish Council land during 2025/26, information attached.