



**ILFRACOMBE TOWN COUNCIL**  
**MINUTES – 24 – 05**  
**THE COUNCIL CHAMBER, THE ILFRACOMBE CENTRE, HIGH STREET, ILFRACOMBE**

Minutes of Planning and Environment Committee Meeting Monday 20th May 2024 at  
7.00pm

**Members Present:**

Cllrs: J Williams (Chair), D Williams (Vice Chair), G Coulter, P Coates,

**Officers Present:**

L Donovan (Proper Officer), I Howard (Minute Taker)

**1. Election of Chair and Deputy Chair for 2024-2025**

Cllr Coates opened the meeting and ask if any members would like to nominate themselves to be Chair of the Planning Committee term 2024-25. Cllr J Williams was the only member willing to be Chair, Cllr Coates proposed this, Cllr Coulter seconded this with all members were in favour for this. Cllr Coates then requested members to nominate themselves for Deputy Chair, Cllr D Williams put himself forward for this role. This was proposed by Cllr J Williams, seconded by Cllr Coates with all members were in favour.

**2. Welcome by Chair**

Cllr Coates passed out control of the meeting to J Williams who welcomed the assembled.

**3. To receive and consider for approval, apologies for absence and reasons given.**

Apologies were received from Cllrs M Newland, D Turton and M Welling (Personal). Absent: Cllrs M Fay and G Schofield.

**4. To Receive and record declarations of interest as required under the code of conduct (revised 10/12/18). A book for members to record their declarations of interest will be available**

None received.

**5. Chair's discretion for any matters or announcements for Information Only**

Cllr J Williams and the PO had items to raise.

**6. Adoption of minutes & matters arising from actions from 15<sup>th</sup> April 2024**

Motion to adopt these minutes was proposed by Cllr Coulter, seconded by Cllr D Williams with all in favour apart from one abstention from Cllr Coates who was not present at the meeting.

**7. To review and agree Planning Committee Terms of Reference**

After reviewing these Terms of Reference, no members had any requested amendments and Cllr D Williams recommended this document to Full Council for approval, this was seconded by Cllr Coulter with all in favour.

**8. To consider planning policies, applications and appeals received and resolve to submit comments where appropriate. Please note that any applications received following the issue of this agenda will be considered (Appendix I – to be circulated)**

<b>Application Number</b>	<b>Applicant</b>	<b>Detail</b>	<b>End of consultation</b>	<b>Comments</b>
78565	Mr and Mrs Hewitt	Single storey annexe – Sea View, Lincombe, Lee, Ilfracombe, Devon, EX34 8LL	17/05/2024 (Extension requested to 22/05/2024)	

<p><b>Discussion:</b> After a short discussion, members had no major concerns with this application.</p> <p><b>Recommendation: Support.</b></p> <p>A recommendation to support this application was proposed by Cllr Coulter seconded by Cllr D Williams with all in favour.</p>				
78535	Mr M Brown	Approval of details in respect of discharge of conditions 6 (LEMP), 3 (phasing), 4 (external finishing materials), 7 (hard & soft landscaping), 12 (surface water drainage), 13 (foul drainage), 15 (waste audit), 16 (refuge storage facilities) and 24 (commercial car parking external finishing materials) attached to planning permission 72859 (Part demolition & conversion, extension & alteration of existing hotel to form 17 No. dwellings; erection of 4 No. homes, erection of cafe facilities and associated works, landscaping, drainage & highway works (amended/further plans/documents) - Lee Bay Hotel Lee Ilfracombe Devon EX34 8LR	29/05/2024 (Changed to 21/05/2024)	
<p><b>Discussion:</b> Members noted the comments from the LLRA, Heritage and Conservation Officers and agreed that the proposed stone does not match the existing stone so will not be in keeping. Members also agreed that it would be a shame to not have built in seating at the front of the site like has always been there.</p> <p><b>Recommendation: Comments only.</b></p> <p>A recommendation to put these comments on this application forward to NDC was proposed by Cllr Coulter seconded by Cllr J Williams with all in favour.</p>				
78488	Tara Jenkins	Application under regulation 3 of the T & C P General Regulations 1992 notification by NDC for removal of existing stone retaining wall & reconstruct new cavity retaining wall with stone facing to match existing - Runnymede Gardens, Wilder Road, Ilfracombe, Devon	23/05/2024	
<p><b>Discussion:</b> Members had no concerns with this application and noted that the works are necessary due to the state of the wall potentially being a health and safety concern.</p> <p><b>Recommendation: Support.</b></p> <p>A recommendation to support this application was proposed by Cllr Coates seconded by Cllr D Williams with all in favour.</p>				
78636	Greg Twist	Variation of condition 2 (approved plans) attached to planning permission 76454 (single storey extension to dwelling bungalow) to allow changes to roof and materials - Lower Craig 22A Crofts Lea Park Ilfracombe Devon EX34 9PN	31/05/2024	
<p><b>Discussion:</b> After a short discussion, members had no major concerns with this application.</p> <p><b>Recommendation: Support.</b></p> <p>A recommendation to support this application was proposed by Cllr D Williams seconded by Cllr Coulter with all in favour.</p>				
78564	Mr Paul Whittemore	Listed building consent for the reinstatement of internal dividing partition wall between top floor attic rooms - 5	06/06/2024	

		Montpelier Road, Ilfracombe, Devon, EX34 9HP		
<p><b>Discussion:</b> After discussion, members had no concerns and noted that despite the building being listed, the Heritage officer had no objections.</p> <p><b>Recommendation: Support.</b></p> <p>A recommendation to support this application was proposed by Cllr J Williams seconded by Cllr Coates with all in favour.</p>				
78699	Michael Doble	Proposed extension to dwelling – Harbour Amusements, 13 Broad Street, Ilfracombe, Devon, EX34 9EE	07/06/2024	
<p><b>Discussion:</b> Members agreed that, due to the application coming in earlier today, there was not enough time to thoroughly look through the application and wait for consultee replies. Officers will request an extension on the application so that this can be properly discussed at the June Planning Committee meeting.</p>				

**9. NDC Decisions – See Planning Notes – Read out.**

**10. Correspondence – None received.**

**11. Chairs Discretion (previously notified) –** Cllr J Williams informed members that the Ilfracombe Community Land Trust had attended the most recent NDC Planning meeting. She explained that there were many in favour for the works, however, there were a few residents who have objections with the application. The PO followed on from this with an email correspondence from Cllr Newland who also raised concerns from a resident who highlighted details about the application that members weren't aware of. All members agreed that they can only make decision based off the information they are giving through NDC as that is how the Planning system works.

The meeting was declared closed at 19:55hrs the next Planning Committee Meeting will take place on Monday 17<sup>th</sup> June at 19:00hrs in the Council Chambers.

**Cllr J Williams  
Chair  
Ilfracombe Town Council**

**20/05/2024**