



44 High Street
Ilfracombe
EX34 9QB
Tel: 01271 855300

**ILFRACOMBE TOWN COUNCIL
MINUTES – 26 – 05
THE COUNCIL CHAMBERS, THE ILFRACOMBE CENTRE, DEVON, EX34 9QB**

Minutes of the Planning and Environment Committee Meeting held at 7:00pm on
Monday 18th May 2026

Members Present:

Cllrs: J Williams (Chair/Deputy Mayor), N Basil, G Coulter

Officers Present:

I Howard (Minute Taker)

P2605 - 1. Welcome by Chair

Cllr Coulter nominated Cllr J Williams for the position of Chair, seconded by Cllr Basil with all in favour. Cllr Basil nominated Cllr D Williams for the position of Deputy Chair, seconded by Cllr J Williams with all in favour.

P2605 - 2. To receive and consider for approval, apologies and reasons for absence.

Apologies were received from Cllrs G Schofield (work commitments) and D Williams (other commitments).

P2605 - 3. To receive and record Declarations of Interest as per Localism Act 2011 Section 31.

None received.

P2605 - 4. Chair's discretion – for any matters or announcements for Information only.

None received.

P2605 - 5. Public participation – As per Standing Order 3 (e-i), members of the public are permitted to make representations, ask questions and give evidence in relation to any business relating to the Town Council. The period not exceeding 15 minutes to be allocated allowing members of the public to speak for up to 3 minutes.

None received.

P2605 - 6. To adopt minutes of Planning meeting held 20th April 2026 and to note matters arising.

The motion to adopt the minutes was proposed by Cllr J Williams and seconded by Cllr Coulter, with all members in favour.

P2605 - 7. To determine which items, if any, of the agenda should be taken with the public excluded – Public Bodies (Admission to Meetings) Act 1960, Section 1, Paragraph 2.

No items to be taken with the public excluded.

P2605 - 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)

Application Number	Applicant	Detail	End of consultation	Comments
81631	Matt Paul	Retrospective application for erection of gabion wall, rendered blockwork steps and associated works - St Eloi Lee Ilfracombe Devon EX34 8LN	15/05/2026	Extension to 20/05/2026 agreed by Mrs B Coles
<p>Discussion: Members would like further information on the reasonings for building the steps and clarification on if there are any future plans for the space. Recommendation: Comments. Motion to make the above comments on this application was proposed by Cllr Basil, seconded by Cllr Coulter with all in favour.</p>				
81630	Tiffany Baylis	External repair and maintenance works to a Grade II listed dwelling for repair caused by damp problems and material failure and retrospective works to chimney pot and cowl to make building water tight - Mizpah 4 Quayfield Road Ilfracombe Devon EX34 9EN	21/05/2026	
<p>Discussion: Members raised no issues with this application. Recommendation: Support. Motion to support this application was proposed by Cllr Basil, seconded by Cllr Coulter with all in favour.</p>				
81638	Tiffany Baylis	Listed building works external repair and maintenance for repair caused by damp problems and material failure and retrospective works to chimney pot and cowl to make building water tight - Mizpah 4 Quayfield Road Ilfracombe Devon EX34 9EN	21/05/2026	
<p>Discussion: Members raised no issues with this application. Recommendation: Support. Motion to support this application was proposed by Cllr Basil, seconded by Cllr Coulter with all in favour.</p>				

81642	Initial Parking Ltd	Retrospective siting & Installation of car park management comprising Pay & Display machines, an ANPR camera, non-illuminated signage and associated infrastructure to support the continued operation and management of the existing car park - Car Park Lee Memorial Hall Lee Devon EX34 8LR	21/05/2026	
<p>Discussion: Members noted the comments made by all consultees but came to the conclusion that it will be beneficial to the site.</p> <p>Recommendation: Support.</p> <p>Motion to support this application was proposed by Cllr Basil, seconded by Cllr Coulter with all in favour.</p>				
81646	Initial Parking Ltd	Retrospective siting of non-illuminated signage to support the continued operation and management of the existing car park - Car Park Lee Memorial Hall Lee Devon	21/05/2026	
<p>Discussion: Members noted the comments made by all consultees but came to the conclusion that it will be beneficial to the site.</p> <p>Recommendation: Support.</p> <p>Motion to support this application was proposed by Cllr Basil, seconded by Cllr Coulter with all in favour.</p>				
81686	Mr & Mrs Godwin	Landscaping works & increased parking area with associated works, remove flat & mono roofs & replace with pitched roofs & associated works - The Old Mill Lee Ilfracombe Devon EX34 8LR	28/05/2026	
<p>Discussion: Members raised no issues with this application.</p> <p>Recommendation: Support.</p> <p>Motion to support this application was proposed by Cllr Basil, seconded by Cllr Coulter with all in favour.</p>				

81687	Mr & Mrs Godwin	Listed building consent for Landscaping works & increased parking area with associated works, remove flat & mono roofs & replace with pitched roofs & associated works - The Old Mill Lee Ilfracombe Devon EX34 8LR	28/05/2026	
<p>Discussion: Members raised no issues with this application. Recommendation: Support. Motion to support this application was proposed by Cllr Basil, seconded by Cllr Coulter with all in favour.</p>				
81732	Frazer Vickery	Conversion of loft together with extension to garage with landscaping to create additional parking space - 5 Trinity Gardens Ilfracombe Devon EX34 8ED	28/05/2026	
<p>Discussion: No major concerns were raised by members. Recommendation: Support. Motion to support this application was proposed by Cllr Basil, seconded by Cllr Coulter with all in favour.</p>				

P2605 - 9. NDC Decisions – See Planning Notes – Read out.

P2605 - 10. Correspondence – None received.

P2605 - 11. Chairs Discretion – for information only – None received.

The meeting was declared closed at 19:32hrs, the next Planning Committee Meeting will take place Monday 15th June 2026 at 19:00hrs in the Council Chambers.

Cllr J Williams
Chair
Ilfracombe Town Council

18/05/2026