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ILFRACOMBE TOWN COUNCIL
MINUTES – 26 – 11
THE COUNCIL CHAMBERS, THE ILFRACOMBE CENTRE, DEVON, EX34 9QB

Minutes of the Planning and Environment Committee Meeting held at 7:00pm on Monday 16th November 2026

Members Present:

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

Officers Present:

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

Others present: 4 members of the public.

P2611 - 1. Welcome by Chair
Cllr J Williams welcomed the assembled.

P2611 - 2. To receive and consider for approval, apologies and reasons for absence.
Apologies were received from Cllrs G Schofield (personal) and D Williams (other commitments).

P2611 - 3. To receive and record Declarations of Interest as per Localism Act 2011 Section 31.
None received.

P2611 - 4. Chair's discretion – for any matters or announcements for Information only.
Cllr J Williams had an item to raise.

P2611 - 5. Public participation
All 4 members of the public stood to give a brief presentation on application Ref 82311 and invited councillors to ask questions about the application.

P2611 - 6. To adopt minutes of Planning meeting held 19th October 2026 and to note matters arising.
Motion to adopt the draft minutes was proposed by Cllr Coulter, seconded by Cllr Basil with all in favour.

P2611 - 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.

P2611 - 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)

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Application Number	Applicant	Detail	End of consultation	Comments
82350	Plus Finance Directors Pension Scheme	Installation of a new pedestrian entrance to the front of building - 48 Fore Street Ilfracombe EX34 9DN	19/11/2026	
Discussion: Members found no issues with this application. **Recommendation: Support.** Motion to support this application was proposed by Cllr Coulter, seconded by Cllr J Williams.				
82311	Max May	Demolition of agricultural buildings and erection of 5 dwellings with private gardens and shared amenity space - Land at Whitestone Farm Lee Ilfracombe Devon EX34 8LN	20/11/2026	
Discussion: Members found no issues with this application and were impressed with the detail of the plans. **Recommendation: Support.** Motion to support this application was proposed by Cllr Coulter, seconded by Cllr Basil.				
81988	Neil Ingram	Creation of painted wall mural - Wall by the Former Montebello Hotel Fore Street Ilfracombe Devon EX34 9DJ	20/11/2026	
Discussion: Members found no issues with this application. **Recommendation: Support.** Motion to support this application was proposed by Cllr Coulter, seconded by Cllr Basil.				
82255	Tim Clark	Advertisement application for the siting of 1x non-illuminated information sign - Hillsborough Local Nature Reserve Hillsborough Park Road Ilfracombe Devon	23/11/2026	
Discussion: No concerns were raised with this application. **Recommendation: Support.** Motion to support this application was proposed by Cllr Coulter, seconded by Cllr Basil.				

82357	Ben Prowse	Change of use of existing residential basement room (Use Class C3) to office accommodation (Use Class E) - The Nook 61 Fore Street Ilfracombe Devon EX34 9DJ	26/11/2026	
Discussion: Members found no issues with this application. **Recommendation: Support.** Motion to support this application was proposed by Cllr J Williams, seconded by Cllr Basil.				
82404	Chay Mckenzie	Refurbishment ground to include siting of bin store and air source heat pump within exterior terrace - 37 Oxford Grove Ilfracombe Devon EX34 9HG	09/12/2026	11/11/2026 invalid – awaiting further information to be submitted
Discussion: This application was noted by members.				
82142	Samual Cousins	Application for consent for works to trees covered by a tree preservation order in a conservation area in respect of re-pollarding 1x Sycamore Trees (T5) and notification of works to trees in a conservation area in respect of re-pollarding of 2 x Sycamore Trees (T1 & T3), the re-coppicing of 1x Sycamore tree (T2) and the removal of 1x Sycamore Tree (T4) - 10 Granville Road, Ilfracombe, Devon, EX34 8AS	N/A	To note only
Discussion: This application was noted by members.				

82358	Chris Roome	Application for a lawful development certificate for a proposed Conversion of existing conservatory into a Orangery, through the partial replacement of existing conservatory windows into walls with windows and replacement of the existing glazed roof with slate insulated roof - Balmoral House, 69C Channel View, Ilfracombe, Devon, EX34 9PU	N/A	To note only
Discussion: This application was noted by members.				

P2611 - 9. NDC Decisions – See Planning Notes – Read out.

P2611 - 10. Correspondence – None received.

P2611 - 11. Chairs Discretion – for information only –Cllr J Williams has discussed with the PO how best to brief committee members on recent changes to planning legislation. The initial suggestion was to invite Tracey Blackmore from NDC to a Planning Committee meeting. However, the PO suggested inviting her to an online Parish Forum meeting instead, allowing more councillors to access the training. Updates will be brought in due course.

The meeting was declared closed at 19:30hrs, the next Planning Committee Meeting will take place Monday 14th December 2026 at 18:30hrs in the Council Chambers.

Cllr J Williams
Chair / Deputy Mayor **16/11/2026**
Ilfracombe Town Council