

BRAUNTON PARISH COUNCIL



Council Offices
Chaloners Road
Braunton

Date issued: 7 July 2026

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 JULY 2026 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** – To approve and sign Minutes of the Council Meeting held on 9 June 2026, attached.
6. **Action Sheet** – consider updated action sheet, attached.
7. **North Devon UNESCO Biosphere Strategy 2026-2036** – Receive update from Andy Bell. To read the Strategy visit the following link [North Devon UNESCO Biosphere Strategy 2026-2036](#).
8. **Police Report** –
 - a. Receive police report/newsletter.
 - b. Receive Councillor Advocate Report.
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):

Cllr E Spear in her capacity as North Devon Councillor, stated that any opinions expressed during discussions on the following planning applications represent a preliminary view and that she will naturally reconsider the application fresh when presented all the facts at principal level.

- a) [81857](#) **Proposed:** Removal of condition 4 (Occupancy) attached to planning permission 72935 (Variation of condition 6 (occupancy) attached to planning permission 61585 (APP/X1118/W/16/3161353) – Erection of a dwelling to be used in conjunction with the adjacent proposed offices) to allow unrestricted use
Location: Satara House Saunton Road Braunton Devon EX33 1HG
Applicant: Pete Caswell
- b) [81846](#) **Proposed:** Application for a lawful development certificate for existing works carried out under planning permission 75397 (Part demolition of existing vacant building and erection of 3 detached residential dwellings together with the conversion of the retained part of the property into 2 residential dwellings) to ensure the permission remains extant
Location: 25 Wrafton Road, Braunton, Devon, EX33 2BT
Applicant: Andy Wreford
- c) [81428](#) **Proposed:** Approval of details in respect of part discharge of condition 31(a) (Bat Mitigation Strategy - Pre-construction survey data in relation to 'The Scope' of the surveys only) attached to planning permission 77576 (Full planning permission for the construction and installation of onshore electrical infrastructure required to export electricity from the White Cross Offshore Wind Farm to the national distribution network; including installation of 132kV underground electricity transmission cable(s) from landfall at Saunton Sands Car park to a new substation at East Yelland. Construction of temporary facilities required during construction to include haul road, vehicular access, compounds, associated works areas and a permanent substation access road . Construction of a new substation under the Rochdale Envelope Approach with additional information regarding architectural form and silhouette, design

code, scale and layout, landscaping, lighting, and appearance and materials)

Location: White Cross Offshore Windfarm (Onshore Project)

Applicant: White Cross Offshore Windfarm Ltd

12. North Devon Council – Planning Decisions

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|-------|---|
| 81029 | Description: Regularisation of site as a single residential unit and associated works (amended description)
Site Address: Holes Farm Barn, Nethercott, Braunton, Devon, EX33 1HT
Applicant: Ruth Garland
Decision: APPROVED
Decision Date: 05/06/2026 |
| 81677 | Description: Demolition of rear extension, erection of two storey side extension and single storey front and rear extensions to form annexe
Site Address: 20 First Field Lane, Braunton, Devon, EX33 1ES
Applicant: Mr and Mrs Mcphail
Decision: APPROVED
Decision Date: 02/06/2026 |
| 81846 | Description: Listed Building consent for construction of a stone boundary wall following the removal of a diseased hedge
Site Address: Boode House, Boode Road, Braunton, EX33 2NN
Applicant: Simon Flynn
Decision: APPROVED
Decision Date: 22/06/2026 |

13. Accounts Due for Payment –

- a. To examine and agree the accounts due for payment for the period 9 June – 14 July 2026 inclusive – schedule of payments will be issued prior to the meeting.
- b. To approve direct debit and standing order payments for June 2026 – attached.
- c. To approve PAYE, NI and pension contributions for July 2026 – schedule of payments will be issued prior to the meeting.

14. To ratify decisions taken under delegated powers from 9 June to 14 July 2026, information attached.

15. Reports to Council by Representatives on Outside Bodies –

- a. Receive Cllr Mark Cann and Cllr Adrian Bryant representatives on the Taw and Torridge Estuary Forum.
- b. Vacancy for representative on the Museum of British Surfing.

16. New Local Plan for Northern Devon – Scoping Consultation details can be found at [Local Plan Scoping Consultation - Details - Keyplan](#) Consultation ends 5pm on 11 August 2026.

17. Bank reconciliation Year End 31 March 2026 – To consider and agree the Council's bank reconciliation Year End 31 March 2026, attached.

18. Receive Internal Audit Report and Year End Internal Audit Observations 2025/26 - information to follow, attached.

19. Annual Governance and Accountability Return (AGAR) 2025/26 -

- a. To discuss and agree the Annual Governance Statement detailed in the Annual Governance and Accountability Return 2025/26, attached.
- b. To receive and agree the Accounting Statements detailed within the Annual Governance and Accountability Return 2025/26, attached.
- c. Approve notice period for the Exercise or Public Rights 16 July – 14 August 2026.

20. **RingGo Service Agreement with North Devon Council** – to agree and authorise signing of the RingGo Service Agreement with North Devon Council, attached.
21. **Office Equipment** –
 - a. Consider purchase of additional laptop for home working.
 - b. Purchase mobile phones and contract.
22. **Devon County Council** – request directional signage Parish for owned car parks.
23. **Hire of Recreation Ground** – Approve request from Ginger Monkey Events to hire the Recreation Ground on Saturday 1st August 2026 for their annual Big Bash.
24. **Braunton Parish Hall Hire** – Private party Saturday 18 July 2026 from 7pm to 11.30pm music and bar provided.
25. 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

26. **Staff Matters** – consider recompensing staff for taking on additional duties during period of sickness absence.