

BRAUNTON PARISH COUNCIL



Council Offices
Chaloners Road
Braunton

Date issued: 5 November 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 11 NOVEMBER 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.
 - c. To ratify and adopt the Minutes of the Finance & Administration Committee held on 6 November 2025.
6. **Braunton Football Club** – Receive Ashley Lowe and Curtis Netherway to update members regarding the Braunton Football Club committee structure and use of the Recreational Ground.
7. **Wrafton Road Action Group** – Receive Helen Cooper.
8. **Velator Quay** – Consider working with the Small Boats & Angling Association to carry out improvements at Velator Quay, information attached.
9. **Action Sheet** – consider updated action sheet, attached.
10. **Police Report –**
 - a. Receive police report/newsletter.
 - b. Receive Councillor Advocate Report.
11. **Report from Devon County Councillor** – receive Devon County Councillor.
12. **Report from North Devon Councillors** – receive North Devon District Councillors.
13. **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) [80964](#) **Proposed:** Removal of condition 5 (holiday occupation) attached to planning permission 57533 (Demolition of existing house & erection of 1 residential & 6 holiday apartments including rebuilding of existing garage and garden store, amended access & associated works) to allow an unrestricted dwelling
Location: The Chalet Saunton Braunton Devon EX33 1LG
Applicant: Col Tester LLP
- b) [80890](#) **Proposed:** Extension to dwelling
Location: 31 Cavie Road Braunton Devon EX33 1DX
Applicant: Richard Holmes
- c) [80869](#) **Proposed:** Application for a lawful development certificate for existing siting of four timber structures and one metal toilet/shower cabin
Location: Goulds Farm, Nethercott, Braunton, Devon, EX33 1HT
Applicant: Mark Wright
- d) [80975](#) **Proposed:** Approval of details in respect of discharge of condition 4 (Habitat Management & Monitoring Plan) attached to planning permission 80109 (Extension to car park)
Location: Braunton Football Club, Lobb Sports Field, Saunton Road, Braunton, Devon, Devon, EX33 1HG
Applicant: Braunton Parish Council

14. North Devon Council – Planning Decisions

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|-------|---|
| 80673 | <p>Description: Change of use of existing holiday let (former annexe) into residential use
 Site Address: South Lobb House, Braunton, Devon, EX33 1JF
 Applicant: Mr & Mrs Pavitt
 Decision: WITHDRAWN
 Decision Date: 24/10/2025</p> |
| 80820 | <p>Description: Conversion of existing dormer window into French patio casements and balcony and removal of existing chimney
 Site Address: Cherry Cottage, Corilhead Road, Braunton, Devon EX33 2EW
 Applicant: Garry Rawlinson
 Decision: APPROVED
 Decision Date: 22/10/2025</p> |
| 80805 | <p>Description: Demolition of garage and extension, erection of side and front extensions, and subdivision of dwelling to form 2no. dwellings
 Site Address: 30 Kingsacre, Braunton, Devon, EX33 1BN
 Applicant: Mr and Mrs Strahan
 Decision: WITHDRAWN
 Decision Date: 30/10/2025</p> |
| 80773 | <p>Description: Application for consent for works to trees covered by a tree preservation order in respect of – Group 1: Coppice 3 Alders to prevent failure and damage to stream bank. Group 2: Coppice 3 Alders to prevent failure and damage to stream bank
 Site Address: The Warren, Knowle, Braunton, Devon, EX33 1HR
 Applicant: Walden
 Decision: APPROVED
 Decision Date: 29/10/2025</p> |

15. Accounts Due for Payment –

- a. To examine and agree the accounts due for payment for the period 15 October – 11 November 2025 inclusive – schedule of payments will be issued prior to the meeting.
- b. To approve direct debit and standing order payments for October 2025 – attached.
- c. To approve PAYE, NI and pension contributions for November 2025 – schedule of payments will be issued prior to the meeting.

16. Representatives on Outside Bodies – Receive Cllr M Shapland the Council's representatives on the Braunton Twinning Organisation.

17. To ratify decisions taken under delegated powers from 15 October – 11 November 2025, information attached.

18. To consider motions of which notice has been submitted by Members in accordance with Standing Order 27.

To consider the following notice of motion received from Councillor R Shapland.

That the Council delays, for a period six months, the implementation of its resolution to ban dogs from the Recreation Ground to enable Council to monitor the ongoing situation for a period of time and to carry out further research.

19. RingGo App for Parish Car Parks – Receive update from Clerk regarding the Council providing RingGo App in its car parks.

20. EX33 Subscription – Consider renewing the Council's subscription for the Braunton Express newsletter to be printed on the centre pages of the EX33, information attached.

21. Braunton Parish Community Emergency Plan – annual review.

22. **Ginger Monkey Events** – Consider request to order Christmas Market equipment via Brandon Tool Hire Exeter on the Parish Council's account.
23. **Internal Auditor's Interim Report** – Receive and approve reports from the interim internal audit, attached.
24. **Council Surgeries** –
 - a. Receive feedback from previous council surgeries.
 - b. Agree dates for next year's council surgeries.
25. **Council Budget 2026/27** – Consider draft Council budget for 2026/27.
26. **Parish Hall** –
 - a. Approve booking fund raising event for Con Alma on 22 November 2025 at 7.30pm - 11pm, Latin Music and Heartbreak Hotel Licenced bar.
 - b. Approve booking fund raising event for North Devon Hospice on 29 November 2025 at 7.30pm – 11pm, bring your own alcohol.
 - c. Approve booking fund raising event for Pickwell Foundation on 13 December 2025 at 7.30pm – 11pm, licenced bar.
27. 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

28. **Station House, Braunton** – To consider works carried out at Station House and further investigative and remedial works required.
29. **Public Conveniences** –
 - a. To agree date for completion and handover of North Devon Council's Public Conveniences in Caen Street Car Park.
 - b. To agree and approve arrangements to unlock, lock and clean the Public Conveniences in Caen Street Car Park.