



Okehampton Town Council

Town Hall
Fore Street
Okehampton
Devon
EX20 1AA

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Emma James
Town Clerk

28th July 2025

Dear Councillor

You are summoned to attend a meeting of the Planning Committee to be held on Monday 4th August 2025 at 7pm in the Council Chamber, Fore Street, Okehampton.

Committee Membership consists of the following:

| | |
|--------------------------------------|--|
| Councillor T Leech (Chairman) | Councillor L Bird (Chairman, Property) |
| Councillor M Ireland (Vice-Chairman) | Councillor B Tolley (Chairman, Parks) |
| Councillor R Colman | |
| Councillor T Cummings | |
| Councillor M Richards | |
| Councillor J Yelland | |

Yours faithfully

E James

Emma James
Town Clerk

AGENDA

This meeting will be livestreamed through the Council's Facebook page. Persons attending will be captured on film except when seated in the public seating area, with the exclusion of the first row. Any speech may be picked up and broadcast.

A fire alarm drill is not planned. In the event that the alarm sounds, please make your way out of the building using either staircase to the meeting point in Red Lion Yard and await further instructions.

**Urgent items - items for information only can be brought to the attention of the Committee at the discretion of the Chairman at the end of the meeting.
No decision can be taken on items not detailed on the published agenda.**

Please ensure mobile phones are turned off or to silent.

Business to be transacted.

1. **Apologies for Absence** - To receive apologies for absence from those Members unable to attend.

2. **Declarations of Interest**- To receive disclosures of interests from Councillors on matters to be considered at the meeting. The disclosure shall include the nature of the interested. If a Member becomes aware, during the course of the meeting, an interest that had not been disclosed they must do so immediately.
3. **Public Participation** – To receive questions or comments from members of public (please note that decisions cannot be made on items not detailed on the agenda.)
4. **Members' Questions** - To receive questions from Members regarding the workings of the Committee.
5. **Minutes** – to confirm and approve the minutes of the Planning Committee meeting held on 7th July 2025.
6. **Planning Applications** – To consider the following applications:

1154/25/ADV Advertisement Consent for Window Facial Signs (retrospective)
Unit 27 Stannary Court, 57 Exeter Road, Okehampton
Comments by 7th August

2055/25/FUL Proposed first floor extension to provide staff accommodation & WC facilities
Site Adjacent Youth Hostel, Klondyke Road, Okehampton
Comments by 20th August

1919/25/HHO Householder application for single stored extension to rear, internal alterations, replacement windows & roofing material, external thermal improvements to walls & alterations to garden shed
10 Domehayes Terrace, Church Street, Okehampton
Comments by 21st August

2120/25/FUL Retrospective application for the formation of an independent basement flat
30 Station Road, Okehampton
Comments by 28th August

7. **Application for information only**

2079/25/PAD Application to determine if prior approval is required for a proposed demolition of warehouse and production facilities, office spaces, refrigerated storage units, steel framed canopies, storage enclosures, large steel cylindrical storage vessel & dedicated workshop areas
Devonshire Desserts Ltd, North Road Industrial Estate, Okehampton

8. **Planning Authority Decisions** – To note the decisions made by the planning authority as detailed on the circulated report
9. **Consultations** – To consider the following consultations
 - 9.1 **Dartmoor National Park** – Consultations close on 25th August
 - a) [Consultation: Draft Statement of Community Involvement \(SCI\) | Dartmoor](#)
 - b) [Consultation: Local validation checklist | Dartmoor](#)
 - 9.2 **West Devon Draft Statement of Licensing Policy** – Consultation closes 30th September 2025 <https://statementoflicensingpolicy.commonplace.is/>
10. **Payment of Invoices** – To resolve to approve the payment of invoices as listed on the schedule.
11. **Members' Reports and Requests for Agenda Items** - To receive reports from Members attending other organisations on behalf of the Council
 - 11.1 Citizens Advice (Cllr Leech)

- 11.2 Dartmoor Railway Association (Cllrs Ireland and Fisher)
- 11.3 Ockment Centre (Cllr Leech)
- 11.4 Okehampton & Area Health & Wellbeing Alliance (CVS) (Cllrs Richards and Leech)
- 11.5 Okehampton & District Community Transport Group (Cllr Leech)
- 11.6 OkeRail Forum (Cllr Ireland)
- 11.7 Rural Market Town Group (Cllr Leech)

PART TWO – CONFIDENTIAL ITEMS

- 12. **The Committee is recommended to pass the following resolution:**
‘Resolved 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 items which are CONFIDENTIAL by virtue of relating to legal and/or commercial matters, staffing and/or the financial or business affairs of a person or persons other than the Council.
- 13. **Enforcement Issues** – To receive a report