



Okehampton Town Council

Town Hall
Fore Street
Okehampton
Devon
EX20 1AA

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townclerk@okehampton.gov.uk

Emma James
Town Clerk

13th October 2025

Dear Councillor

You are summoned to attend a meeting of the Planning Committee to be held on Monday 20th October 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.

Councillors are reminded that to avoid the risk of being seen as predetermined or biased, they should consider all debate prior to deciding on how to vote on items of business.

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 meetings held on 4th and 18th August, 8th and 15th September 2025
6. **Planning Applications** – To consider the following applications:

2813/25/FUL Use of family annex as holiday letting unit (retrospective)
Roundaway Lodge, Okehampton
Comments by 6th November
(Consultee as close to the boundary within the neighbouring parish)

2704/25/ADV Advertisement consent for 1 x digital advertising structure (two sided display)
Pavement adjacent to Waitrose, School Way, Okehampton
Comments by 27th October 2025

2703/25/FUL Installation of 1 x digital advertising structure (two sided display)
Pavement adjacent to Waitrose, School Way, Okehampton
Comments by 27th October 2025

2680/25/FUL Replace ground floor patio doors on principal elevation with timber casement windows with insulated panel below
14-21 Stannary Court, 57 Exeter Street, Okehampton
Comments by 30th October 2025

2993/25/PST Installation of 168 panel roof mounted solar array
Unit 1A-1D North Road Industrial Estate, Okehampton
Comments by 10th November 2025

7. **Application for information only**

2706/25/CLP Certificate of lawfulness for proposed attached side extension (garage) & other associated work
7 Tors Road, 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 **South Hams and West Devon Joint Local Plan** – Call for sites to be identified as potential land for future housing and economic development
10. **Residents Parking Permits** – To consider a request from a member of the public for provision of residents parking permits in Wonnacotts Road
11. **Payment of Invoices** – To resolve to approve the payment of invoices as listed on the schedule.

12. **Members' Reports and Requests for Agenda Items** - To receive reports from Members attending other organisations on behalf of the Council
- 12.1 Citizens Advice (Cllr Leech)
 - 12.2 Dartmoor Railway Association (Cllrs Ireland and Fisher)
 - 12.3 Ockment Centre (Cllr Leech)
 - 12.4 Okehampton & Area Health & Wellbeing Alliance (CVS) (Cllrs Richards and Leech)
 - 12.5 Okehampton & District Community Transport Group (Cllr Leech)
 - 12.6 OkeRail Forum (Cllr Ireland)
 - 12.7 Rural Market Town Group (Cllr Leech)

PART TWO – CONFIDENTIAL ITEMS

13. 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.
14. **Enforcement Issues** – To receive a report