

5. To agree the agenda between Part 'A' and Part 'B' (Confidential Restricted Information).

PART 'A'

6. **64085: RESERVED MATTERS APPLICATION FOR ERECTION OF DWELLING TO INCLUDE APPEARANCE, LANDSCAPING, LAYOUT & SCALE (OUTLINE PLANNING PERMISSION 59288 FOR ERECTION OF ONE OPEN MARKET DWELLING), LAND OFF LONG LANE, ASHFORD, BARNSTAPLE, EX31 4BT.** (Pages 3 to 14)

64109: RELOCATION OF QUINCE HONEY FARM, WEST FORD TRACK PAST ALLER CROSS GARAGE, SOUTH MOLTON, EX36 3RF. (Pages 15 to 45)

64317: CHANGE OF USE OF BUILDING TO FORM RESTAURANT TOGETHER WITH INTERNAL & EXTERNAL ALTERATIONS, FORMER HERITAGE CENTRE, QUEEN ANNES WALK, THE STRAND, BARNSTAPLE, EX31 1EU. (Pages 46 to 54)

64318: LISTED BUILDING APPLICATION FOR CHANGE OF USE OF BUILDING TO FORM RESTAURANT TOGETHER WITH INTERNAL & EXTERNAL ALTERATIONS, FORMER HERITAGE CENTRE, QUEEN ANNES WALK, THE STRAND, BARNSTAPLE, EX31 1EU. (Pages 55 to 61)

PART 'B' (Confidential Restricted Information)

Nil

Reminder - Members please return your agenda to the Corporate and Community Services Officer at the end of the meeting

If you have any enquiries about this agenda, please contact Corporate and Community Services, telephone 01271 388253

Note: copies of representations received relating to planning applications are available to view on the web, linked to the associated planning application record - www.northdevon.gov.

NOTE: Pursuant to Part 3, Annexe 1, paragraph 1 of the Constitution, Members should note that:

"A Member appointed to a Committee or Sub-Committee who:

- (a) Arrives at a meeting during the consideration of an item; or*
- (b) Leaves a meeting at any time during the consideration of an item;*

Shall not:

- (i) propose or second any motion or amendment; or*
- (ii) cast a vote*

in relation to that item if the Committee or Sub-Committee (as the case may be):

- (c) Is sitting in a quasi-judicial capacity in relation to that item; or*
- (d) The item is an application submitted pursuant to the Planning Acts and, in such a case, the Member shall also leave the room if at any time the public and press are excluded in respect of that item."*

REGISTERING TO SPEAK

- If you wish to address the Planning Committee, you should contact the Committee Administrator, Mrs Triggs in advance of the Committee on 01271 388253 or speak to her just before the meeting commences.

WHAT HAPPENS AT COMMITTEE?

- The Chairman will introduce himself/herself
- The Planning Officer will present his/her report
- The Chairman will call out the names of individuals who have registered to speak
- Speakers will be **restricted to 3 minutes each** (which is timed and bleeped). **A maximum of six supporters and six objectors of the application may speak at committee.** The applicant or agent and representative of the parish council may also speak at committee.
- Once public participation has finished, the Planning Officer will be given the opportunity to respond or to clarify any points that have arisen from the public participation exercise
- The Members of the Committee shall then debate the application **(at this point the public shall take no further part in the debate)**

WHEN SPEAKING

- State clearly your name, who you are representing and whether you are supporting or objecting to the application
- Speak slowly, clearly and loud enough for everyone to hear you, and direct your comments to the Chairman and the Committee
- Try to be brief, avoid being repetitive, and try to prepare what you want to say beforehand.

WHAT HAPPENS NEXT?

- A record of the decisions taken at the meeting is produced (known as the “minutes of the meeting”)
- The minutes of the meeting are published on the Council’s Website:
www.northdevon.gov.uk



**APPOINTMENT OF SUBSTITUTE MEMBERS
AT MEETINGS OF THE PLANNING COMMITTEE**

In accordance with the North Devon Council Constitution, a Member or Leader or Deputy Leader of a Political Group, appointing a substitute shall notify the Proper Officer of the name of his/her substitute. **Notification by a Member purporting to be a substitute Member will not be accepted.**

In the case of a substitution to the Planning Committee, the substitute Member shall sign and lodge this certificate with the Corporate and Community Support Manager confirming the acceptance of the appointment and that they have completed all Planning training modules provided to Members.

DATE OF PLANNING COMMITTEE: [Insert date]

For completion by Member of the Planning Committee requiring a substitute

I, Councillor..... [print name], hereby declare that I appoint
Councillor [insert name of substitute Member] to substitute for
me at the above mentioned meeting of the Planning Committee:

[signature]..... [date].....

OR

For completion by Leader/Deputy Leader of a political group nominating a substitute

I, Councillor..... [print name of group Leader/Deputy Leader],
hereby declare that I appoint Councillor [insert name of
substitute Member of same political Group] to substitute for Councillor
.....[insert name] at the above mentioned meeting of the Planning
Committee.

[signature]..... [date].....

AND

For completion by substitute Member accepting appointment of substitute

I, Councillor [print name], hereby confirm that I
accept the appointment of Substitute for the above mentioned Planning Committee and
hereby confirm that I have undertaken all appropriate Planning training modules in
relation to the same.

[signature]..... [date].....

**NOTE: FORM TO BE COMPLETED AND RECEIVED BY CORPORATE AND
COMMUNITY SUPPORT PRIOR TO THE COMMENCEMENT OF THE MEETING**



North Devon Council protocol on recording/filming at Council meetings

The Council is committed to openness and transparency in its decision-making. Recording is permitted at Council meetings that are open to the public. The Council understands that some members of the public attending its meetings may not wish to be recorded. The Chairman of the meeting will make sure any request not to be recorded is respected.

The rules that the Council will apply are:

1. The recording must be overt (clearly visible to anyone at the meeting) and must not disrupt proceedings. The Council will put signs up at any meeting where we know recording is taking place.
2. The Chairman of the meeting has absolute discretion to stop or suspend recording if, in their opinion, continuing to do so would prejudice proceedings at the meeting or if the person recording is in breach of these rules.
3. We will ask for recording to stop if the meeting goes into 'part B' where the public is excluded for confidentiality reasons. In such a case, the person filming should leave the room ensuring all recording equipment is switched off.
4. Any member of the public has the right not to be recorded. We ensure that agendas for, and signage at, Council meetings make it clear that recording can take place – anyone not wishing to be recorded must advise the Chairman at the earliest opportunity.
5. The recording should not be edited in a way that could lead to misinterpretation or misrepresentation of the proceedings or in a way that ridicules or shows a lack of respect for those in the recording. The Council would expect any recording in breach of these rules to be removed from public view.

Notes for guidance:

Please contact either our Corporate and Community Services team or our Communications team in advance of the meeting you wish to record at so we can make all the necessary arrangements for you on the day.

For more information contact the Corporate and Community Services team on **01271 388253** or email **memberservices@northdevon.gov.uk** or the Communications Team on **01271 388278**, email **communications@northdevon.gov.uk**.

The Barnstaple Rugby Club
full address is: Barnstaple
RFC, Pottington Road,
Barnstaple, EX31 1JH.

At the traffic lights at the end of Rolle Street on the B3149 turn either left or right onto Mill Road according to the direction that you are travelling from. Follow the road along and turn right onto Pottington Road.

The Rugby Club is located on your left (Please note that the car park at the Rugby Club is for permit holders only. The nearest car parks are located at Rolle Quay (£1.10 per hour for 1 – 4 hours. 5 hours - £5.60, 6 hours - £6.80, 7 hours - £8.00, 8 hours - £9.20) or Fair View (£1.70 for the whole day)

