



# EXMOOR

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## NATIONAL PARK

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23 August 2023

### EXMOOR NATIONAL PARK AUTHORITY

**To: All Members of the Exmoor National Park Authority**

A meeting of the Exmoor National Park Authority will be held in the **Committee Room, Exmoor House, Dulverton** on **Tuesday, 5 September 2023 at 10.00 am.**

**Please Note:** To better manage Authority business, Agenda items relating to the Authority's role as sole **local planning authority** for the National Park area, including determination of planning applications, will commence at **1.30 pm.**

The meeting will be open to the press and public subject to the passing of any resolution under s.100(A)(4) of the Local Government Act 1972.

There is Public Speaking at this meeting, when the Chairperson will allow members of the public two minutes each to ask questions, make statements, or present a petition relating to any item relevant to the business of the Authority or relating to any item on the Agenda. Anyone wishing to ask questions should notify the Corporate Support Officer as soon as possible, or at the latest by 4pm on the working day before the meeting of the agenda item on which they wish to speak, indicating a brief summary of the matter or matters to be raised (contact Judy Coles on 01398 322250 or email [jcoles@exmoor-nationalpark.gov.uk](mailto:jcoles@exmoor-nationalpark.gov.uk)).

The meeting will be **recorded**. By entering the Authority's Committee Room and speaking during Public Speaking you are consenting to being recorded. We will make the recording available via our website for members of the public to listen to and/or view, within 72 hours of the meeting taking place.

Members of the public may use Facebook and Twitter or other forms of social media to report on proceedings at this meeting. Anyone wishing to film part or all of the proceedings may do so unless the press and public are excluded for that part of the meeting or there is good reason not to do so. As a matter of courtesy, anyone wishing to film proceedings is asked to advise the Chairperson so that those present may be made aware.

(The agenda and papers for this meeting can be downloaded from the National Park Authority's website [www.exmoor-nationalpark.gov.uk](http://www.exmoor-nationalpark.gov.uk)).

Sarah Bryan  
Chief Executive

## **A G E N D A**

The meeting will be chaired by Miss A V Davis, Chairperson of the Authority.

### **1. Apologies for Absence**

### **2. Declarations of Interest/Lobbying of Members/Unaccompanied Site Visits**

Members are asked to declare:-

- (1) any interests they may have in relation to items on the agenda for this meeting;
- (2) any lobbying by anyone concerned with a planning application and any unaccompanied site visits where contact has been made with any person concerned with a planning application.

(NB. When verbally making these declarations, members are also asked to complete the Disclosures at Meetings form – attached for members only).

### **3. Chairperson's Announcements**

### **4. Minutes** (1) To approve as a correct record the Minutes of the meetings of the Authority held on 4 July 2023 (Item 4)

- (2) To consider any Matters Arising from those Minutes.

### **5. Public Speaking:** The Chairperson will allow members of the public to ask questions, make statements, or present a petition. Questions of a general nature relevant to the business of the Authority can be asked under this agenda item. Any questions specific to an agenda item can be posed when that item is considered subject to the discretion of the person presiding at the meeting.

### **6. Farming in Protected Landscapes Programme – Year 2 Update:** To consider the report of the Head of Conservation and Access (Item 6)

### **7. Approval of the Organisational Development Strategy 2023-2026, Our People, Our Culture:** To consider the report of the Head of Strategy and Performance (Item 7)

### **8. Annual Appointments:** To consider the report of the Head of Strategy and Performance (Item 8)

### **9. Authority Meetings Schedule for 2024:** To consider the report of the Head of Strategy and Performance (Item 9)

### **10. Personnel Update**

#### **Starters:**

Vickie Sellick – FIPL Administrator – 14/08/2023 – fixed term contract

Alastair Smith – Field Services and Estates Worker – 07/08/2023 – fixed term contract

Felix Cowper – Field Services and Estates Worker – 18/09/2023 – fixed term contract

Ben Barrett – Head of Finance and Operations – 11/09/2023 - permanent

#### **Leavers:**

Gordon Bryant – Head of Finance and Operations – 30/07/2023

### **11. Any Other Business of Urgency**

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**Agenda items relating to the Authority’s role as sole local planning authority for the National Park area including determination of planning applications.** This section of the meeting will commence at 1.30 pm and will be chaired by chaired by Mr S J Pugsley, Deputy Chairperson (Planning). If the Deputy Chairperson (Planning) is absent, the Deputy Chairperson of the Authority shall preside.

**12. Development Management:** To consider the report of the Head of Planning and Sustainable Development on the following:-

<b>Agenda Item</b>	<b>Application No.</b>	<b>Description</b>	<b>Page Nos.</b>
12.1	62/11/22/019	Proposed erection of 4no. linked cabins for use as holiday lets – The Blue Ball Inn, Countsbury, Lynton, EX35 6NE	1 – 26
12.2	6/10/23/014	Resubmission of refused applications 6/10/21/107 and 6/10/22/102 for proposed change of use of ground floor shop to form part of single residential use of the premises – The Horse & Crook, 19 High Street, Dunster, Minehead, TA24 6SF	27 - 36
12.3	6/3/23/007	Proposed erection of an agricultural building (13.5m x 9.3m) – Land at Bryants Hill, Brompton Regis, Dulverton	37 - 44
12.4	62/41/23/016LB	Listed Building Consent for the proposed alterations to windows, roof, heating and electrical systems, internal areas and removal of oil tank – Hillside House, 22 Watersmeet Road, Lynmouth, EX35 6EP	45 - 54
12.5	62/19/23/002LB	Listed building consent for the proposal replacement of 5no. timber sash windows – Verwill Farm, Combe Martin, Ilfracombe, EX34 0PE	55 - 62
12.6	6/40/23/007DC	Proposed discharge of condition 3 (Environmental Management Plan) of approved application 6/40/22/102 – River Barle (Easting 285773, Northing 133879), Below Great Bradley, Withypool, Minehead, Somerset	63 - 67

**13. Application Decisions Delegated to the Chief Executive:** To note the applications determined by the Chief Executive under delegated powers (Item 13).

**14. Site Visits:** To arrange any site visits agreed by the Committee (the reserve date being Friday, 29 September 2023 (am)).

Further information on any of the reports can be obtained by contacting the National Park Authority at the address and telephone numbers at the top of the agenda. Details of the decisions taken at this meeting will be set out in the formal Minutes which the Committee will be asked to approve as a correct record at its next meeting. In the meantime, details of the decisions can be obtained from Judy Coles, Corporate Support Officer, at Exmoor House.

## ITEM 4

### EXMOOR NATIONAL PARK AUTHORITY

**MINUTES** of the Annual Meeting of the Exmoor National Park Authority held on Tuesday, 4 July 2023 at 9.30am in the Committee Room, Exmoor House, Dulverton.

#### PRESENT

Miss A V Davis (Chairperson)  
Mr R Milton (Deputy Chairperson)  
Mr S J Pugsley (Deputy Chairperson Planning)

Mr L Baker	Mrs C Lawrence
Mr T Butt Philip	Mrs F Nicholson
Mrs M Chilcott	Mr J Patrinos
Mr M Ellicott	Mrs F Smith
Mr D Elson	Mrs E Stacey
Mr B Geen	Mr N Thwaites
Mr J Holtom	Dr S Warren
Dr M Kelly	Mr J Yabsley

Apologies for absence were received from Mr A Bray and Mr M Kravis

- 1. ELECTION OF CHAIRPERSON:** Miss A V Davis was elected as Chairperson of the Authority for the ensuing year.
- 2. ELECTION OF DEPUTY CHAIRPERSON:** Mr R Milton was elected as Deputy Chairperson of the Authority for the ensuing year
- 3. ELECTION OF DEPUTY CHAIRPERSON (PLANNING):** Mr S J Pugsley was re-elected as Deputy Chairperson (Planning) of the Authority for the ensuing year.
- 4. DECLARATIONS OF INTEREST:**
  - In relation to Item 9 – Internal Audit Arrangements, Miss Davis declared a personal interest as her son worked for the Devon Audit Partnership, however he had no dealings with the Authority's audit.
  - All Members declared they had received a letter from The Exmoor Society in relation to Governance.
- 5. CHAIRPERSON'S ANNOUNCEMENTS:**
  - Miss Davis thanked Members for having the confidence to elect her as Chairperson for the next 12 months and congratulated Mr Milton and Mr Pugsley on their appointments.
  - The Parish Council appointments process was now complete and Mr Andrew Bray, Mr Bill Geen and Mr Nick Thwaites were new appointees to the Authority and Mr Ellicott and Mr Holtom had been reappointed.
  - Mr Geen and Mr Thwaites were welcomed to their first meeting, however due to a prior commitment, Mr Bray was unable to attend.
  - Mrs Penny Webber had now ceased to be a Parish Member and she had asked that her best wishes were passed on to all Members and staff.

- The Authority was still waiting for the Secretary of State to confirm the vacancy left by Mrs Linda Blanchard whose term ceased at the end of June.
- Members noted the recent sad passing of Molly Groves who had a long association with the Authority and was a great advocate for Exmoor; and also Sue Freestone who passed away just a few weeks after her husband Vivian White, a former Member.

## 6. MINUTES

- Confirmation:** The **Minutes** of the Authority's meeting held on 2 May 2023 were agreed and signed as a correct record.
- Matters arising:** There were no matters arising.

7. **PUBLIC SPEAKING:** See Minute 20 and 21 for details of public speakers.

## 8. INTERNAL AUDIT ARRANGEMENTS

The Authority considered the **report** of the Chief Finance Officer

### The Authority's Consideration

Mr Ken Johnson from Devon Audit Partnership joined the meeting remotely via Microsoft Teams to present the Internal Audit Plan for the year ending 31 March 2023.

The Committee noted the positive comments contained on Page 5 of the Appendix regarding the hard work and dedication of staff within both the Finance and ICT Departments. Members wished to record their own thanks to the Head of Finance and Operations and his staff team for a very positive report.

In relation to a query, Mr Johnson confirmed that the National Cyber Security Centre guidelines were closely followed in relation to information governance and would continue to form the basis of the internal audit going forwards. It was also confirmed that the work programme for 2023/24 had sufficient flexibility built in to deal with any unexpected issues that arose.

<p><b>RESOLVED:</b> To receive the Internal Audit report for 2022/23 and Charter and Strategy and note the Work Programme planned for 2023/24.</p>
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## 9. 2022/23 OUTTURN – BUDGET PERFORMANCE AND RESERVES

The Authority considered the **report** of the Chief Finance Officer.

### The Authority's Consideration

The Committee thanked the Chief Finance Officer for a helpful report and for his prudent financial management during a difficult period. However, Members were mindful that the current position had only been made possible by the additional £440k payment received from Defra and that the Authority's financial health would have been badly impacted without it.

It was suggested by a number of Members that the Authority Committee had, in the past, prevaricated too long about making awkward decisions and that this must change going forwards. It was noted that Officers had previously done a lot of work to bring forward suggestions about how savings could be made or income generated and that as the situation had not fundamentally changed, this work should be revisited. It was recognised that some of the more difficult financial decisions may

not be popular, but they needed to be taken to ensure the long term interests of the National Park Authority. This included income generation in car parks – which may not be popular locally but would be needed.

Members agreed that there was a cultural need to be prudent and that all savings, whether big or small, should be considered. However, it was suggested that whilst Members should help set the culture, staff then needed to be trusted to take the smaller decisions forward, whilst the Authority Committee continued to concentrate on the bigger picture.

In response to a number of Member questions, the following clarification was provided:-

- As set out in paragraph 4.3, the external auditors had requested that the income from the long running planning dispute should be recognised, however a bad debt provision had been created in reserves to ensure the money was not spent in advance of the property being sold.
- As set out in Section 6 of the report, the Authority receive quarterly monitoring financial statements, but it made sense to bring Month 2 information to the July meeting due to the timetable for the Corporate Plan and draft Statement of Accounts. The revised budget would be brought to the November meeting with Month 6 information and would also refer to Month 9 information.
- Any overspends identified in the outturn for the year were looked at by Leadership Team on a service-by-service basis
- In relation to paragraph 5.2, it was confirmed these one-off projects were funded from revenue and were included in the capital section as they might be considered capital type schemes, although were not capitalised for accounting purposes.

In resolving to accept the recommendations contained in the report, the Chairperson requested that an additional recommendation be added to endorse the points set out in paragraph 8.6 of the report as part of a change in culture.

**RESOLVED:**

- (1) To note the financial performance for 2022/23.
- (2) To approve the adequacy of the General Fund Balance at 31 March 2023.
- (3) To approve the transfers between reserves
- (4) To note the Authority spend as at the end of month 2 in Appendix 4 and section 6.
- (5) To note the prudential indicators as at the end of month 2 in section 7.
- (6) To note the updated savings gap in section 8.
- (7) To endorse the points set out in paragraph 8.6 as part of a change in culture.

**10. 2022/23 OUTTURN – STATEMENT OF ACCOUNTS**

The Authority considered the [report](#) of the Chief Finance Officer

**The Authority's Consideration**

In relation to a query about why there was such a big jump in Short Term Debtors, the Chief Finance Officer advised that the majority of this was due to the long running

planning dispute, as outlined in the previous agenda item, along with some challenges in relation to the receipt of Rural Payments Agency funding.

Mr Geen advised he had been told by a tenant that some rents had not been demanded or paid for 18 months. The Chief Finance Officer confirmed he was not aware of this and would follow it up but advised that situations did arise where negotiations were ongoing which prevented invoices being formally raised, but there would still be income relating to those debtors reflected in the accounts.

With regards to the major shift in actuarial losses, it was confirmed this was mostly related to financial assumptions, caused in part by recent base rate increases from 0.1% to 5%, which has had a major impact on estimating the cost of future incomes and pensions.

**RESOLVED:** To consider and note the Statement of Accounts for 2022/23.

#### 11. ANNUAL TREASURY MANAGEMENT REPORT

The Authority considered the [report](#) of the Head of Finance and Operations

**RESOLVED:** To note the Treasury Management Outturn for 2022/23.

#### 12. MEMBERS' ALLOWANCES SCHEME

The Authority considered the [report](#) of the Chief Finance Officer

**RESOLVED:** To note the amounts paid to Members in 2022/23 through the Authority's Scheme for Members' Allowances

The meeting paused for recess at 10.52 am and reconvened at 11.03 am

#### 13. CORPORATE PLAN 2022-23 ANNUAL REPORT

The Authority considered the [report](#) of the Head of Strategy and Performance

##### **The Authority's Consideration**

The Authority Committee wished to record their thanks to all staff for the hard work to ensure the vast majority of Corporate Plan actions were delivered over the last 12 months. Members were delighted to see that Exmoor's Public Rights of Way network had achieved the highest ever indicator score with 99% of our 1,000km of paths assessed as open and easy to use.

In relation to Member queries, the following points were clarified:-

- The impact of covid and budgets had prevented the Authority running an internship program, but it was hoped the Exmoor Pioneers funding may provide an opportunity to look at this going forwards.
- The Authority carries out close monitoring of all sickness absences and provide support including occupational health or phased returns to work where these might be required. Engagement with staff regarding the organisational development strategy was ongoing.
- On the Nature Recovery Vision, work had been undertaken to simplify the document and to produce a designed version; the targets that were originally signed off by Members had not changed. Officers were working with the Devon

and Somerset Local Nature Partnerships on the development of Local Nature Recovery Strategies.

- Figures in Appendix 7 relating to SSSI condition were obtained from Natural England data; it was noted that these condition assessments had not been updated for many years, and Officers would be assisting NE with moorland SSSI surveys over the next year.
- Water quality issues were raised as a concern. This was not something that ENPA has any direct responsibility for, but we work with partners on projects such as Headwaters of the Exe. It was proposed that Officers should re-establish contact with South West Water
- Freedom of Information requests are listed on ENPA's website, and repeat requests can be directed there.
- The sensory stories project to provide information for neurodiverse people about what to expect when visiting Exmoor was very welcome, as well as the engagement with schools both within and outside the National Park, as many children living on Exmoor do not have any experience of the National Park

**RESOLVED:**

- (1) To note the progress in implementing the Authority's key commitments set out in the Corporate Plan 2022-2023.
- (2) To delegate to the Finance and Performance Advisory Panel and Leadership Team further scrutiny of Authority performance across all the Corporate Plan actions for the next reporting period to 31 March 2024.

#### **14. ANNUAL APPOINTMENTS**

The Authority considered the [report](#) of the Head of Strategy and Performance

##### **The Authority's Consideration**

The Committee had agreed that appointments should only be made to the Authority's statutory committees at the Annual Meeting. to enable new Members time to understand the work of the various Partnership Plan and working groups.

In relation to the Final Accounts Committee, seven Members had expressed an interest in sitting on the Committee, along with the Chairperson and Deputy Chairperson of the Authority. As there were between five and 11 places available on this Committee, these appointments were confirmed.

In relation to the Standards Committee there were six expressions of interest for five places. Due to the requirements for the makeup of that Committee, it was proposed and accepted that one Secretary of State and two Local Authority Members should be automatically appointed to that Committee. A ballot took place to select two of the three Parish Members who had put their name forward.

There had been three expressions of interest for the two places available on the Exmoor Local Access Forum. It was proposed and accepted that Members should automatically appoint the Secretary of State Member and a ballot took place to select one of the two Parish Members who had put their name forward.

**RESOLVED:** To make appointments to the Authority's Statutory Committees and the Exmoor Consultative and Parish Forum, as listed in the Appendix to the report, or as agreed by the Authority Committee.

**Final Accounts Committee and Finance & Performance Advisory Panel:** Miss A V Davis (Chairperson), Mr R Milton (Deputy Chairperson), Mrs M Chilcott, Mr M Ellicott, Mr B Geen, Mrs F Nicholson, Mr J Patrinos, Mr S J Pugsley, Miss E Stacey

**Standards Committee:** Mr M Ellicott, Mr B Geen, Mr J Patrinos, Mr S J Pugsley, Miss E Stacey

**Exmoor Local Access Forum:** Mr D Elson, Mr N Thwaites

**Exmoor Consultative and Parish Forum:** All Authority members

Chairman of the Forum: Mr M Ellicott

Deputy Chairman of the Forum: Mr A Bray

## 15. IMPLEMENTING BIODIVERSITY NET GAIN IN EXMOOR NATIONAL PARK

The Authority considered the [joint report](#) of the Head of Strategy and Performance and Head of Planning and Sustainable Development

### The Authority's Consideration

The Authority Committee thanked Officers for their work to produce the Biodiversity Net Gain (BNG) Technical Guidance Note which the majority of Members found to contain very clear and helpful advice, which they considered would aid Applicants and Agents to comply with the mandatory BNG requirements when they came into force later this year.

Officers had been collaborating with other local authorities and taking part in training offered by the Planning Advisory Service in order to understand the requirements and considered that implementing the trial would enable them to increase their own knowledge, work their way through more complicated processes, and quantify the impact on the Authority of the BNG requirements and the likely costs to applicants. Members noted that the guidance would be subject to review as necessary following any new policy or guidance from central government or reviews of our own Local Plan.

A number of questions were raised by Members and the following clarification was provided:-

- A national metric has been developed, which applicants will use to provide a baseline of the biodiversity present on a given application site, and a plan of how applicants proposed to increase similar habitats by 10% would form part the submitted planning application. The metric is being updated as more experience is gained in implementing BNG prior to it becoming mandatory. There will also be a separate metric for small sites, which is in development.
- The BNG requirements were in addition to any existing requirements such as protected species assessments being undertaken, and any measures required to avoid or mitigate impacts.
- If it were not possible for a particular application site to deliver a BNG, it would be possible to deliver it off-site, via habitat banks, or as a last resort to purchase credits from other authorised sites, however this would be more expensive for an applicant.

- Officers were looking into the possibility of the Authority providing its own habitat bank, but this was a complicated process which would take time to understand.
- BNG assessments and Plans must be carried out by a qualified ecologist, apart from the small sites metric which is being designed to be completed without specialist ecological input. Concerns regarding the availability of qualified ecologists had been raised at a national level by planning officers.
- For applications that required a significant amount of net gain where planning conditions may not be robust enough, it may be necessary to enter into legal agreements such as a S106 or a conservation covenant.
- Officers hoped there would not be an increase in retrospective applications but confirmed that applicants would still be required to comply with the BNG requirements which may be more expensive to introduce retrospectively.
- The Authority would be launching a communications campaign to explain the benefits of applicants engaging in the process at the pre-application stage.

**RESOLVED:**

- (1) To agree the proposals set out in Section 2 of the report to trial implementation of Biodiversity Net Gain (BNG) from 1 August 2023, before its introduction in November 2023 and for small sites in April 2024.
- (2) To agree the Exmoor specific technical guidance note set out in Appendix 1 to the report, with delegated responsibility for Officers to make any necessary changes arising from national legislation and guidance and experience during the trial period or correct typographical or factual errors.

## 16. LOCAL NEED AFFORDABLE HOUSING ASSESSMENT REPORT

The Authority considered the [report](#) of the Head of Strategy and Performance

### **The Authority's Consideration**

The Policy and Community Manager's presentation provided a summary of the work which had taken place over recent months to aid implementation of adopted Local Plan policies and delivery of locally needed affordable housing in the National Park, and which had led to the report before Members.

The Committee were aware that this was a very complex yet valuable piece of work and it was confirmed that the technical report delivered by consultants was just the first step of a process which would require further detailed discussions with the Housing Authorities, before proposed planning guidance could be brought back before Members.

In response to a question about how fluctuations in house prices would be taken into account to reflect the housing market, it was confirmed that the consultants' technical report provided data showing what was needed for housing to be genuinely affordable. However, other factors such as viability also needed to be taken into account, and further work would be needed with the Housing Authorities to take this forward and inform a clear methodology, including a robust market valuation with a discount applied which would need to be kept up to date. In the meantime, a case-by-case approach would be needed taking account of figures in the report. The consultants had agreed to provide updated data.

Members raised the following points:-

- The income data in the report may not be accurate, and it should be borne in mind that while the best available data was used, the very local data overestimated household incomes by including pension incomes of those who had retired to Exmoor; and that the earned income data was overestimated as the level of income across the wider North Devon/Somerset West and Taunton areas were higher in these less isolated areas compared to Exmoor.
- Brushford parish was not mentioned on Map 1.1 – Parishes within or partly within Exmoor National Park (Page 8 of Appendix 1)
- In relation to the 2<sup>nd</sup> sentence in paragraph 10.21 on page 93 of the Appendix which stated that “For example, private rent will not be affordable housing ...”. Mrs Nicholson agreed that the Housing Associations should assess eligibility but did not consider that people who were not seeking Housing Association affordable housing should be required to be on a housing list. In Exmoor National Park an affordable rented house with an affordable tie can be permitted. The technical report does not consider whether households seeking private affordable rented housing should be on a housing list.

In relation to other Member queries, clarity was provided that in simple terms the Consultant’s report was setting out maximum housing prices and rents that a person could afford, based upon an average Exmoor wage, and that some may not be able to afford to buy affordable housing. Further discussions would need to take place to ensure a practical approach. Furthermore it would be essential to understand how market fluctuations would impact upon any methodology that might be agreed and set out in planning guidance.

Officers also confirmed that the consultants’ technical report considered affordable values for affordable housing that is not controlled by a Registered Provider or housing association – these are set through national formulae. On Exmoor different households have different affordable needs depending on income. This is reflected in opportunities ranging from affordable housing tenures from the most affordable ‘social rents’ to affordable rented and affordable sale housing including custom and self-build for those on higher incomes.

The Committee resolved to accept the Officer recommendations but wished to ensure that reference to Brushford was added to the list of Parishes within the National Park.

**RESOLVED:**

- (1) To note the consultant’s technical report and recommendations (attached at Appendix 1 to the report) and officer discussions with housing authorities to take these forward.
- (2) To agree
  - (i) Sale prices of new and existing affordable housing will have due regard to the indicative affordable price and discounts based on the approach in Section 4, Table 4.1 of the report.
  - (ii) Rent levels of new and existing affordable housing will be based on the approach in section 4, Table 4.2 of the report.
- (3) To agree that ENPA will produce affordable housing planning guidance as set out in section of the report.

(4) To amend Map 1.1 on Page 8 of the report to show that Brushford was included in the summary of constituent parishes within or partly within the Exmoor National Park area.

17. **PERSONNEL UPDATE:** The Authority noted the recent staff changes as set out on the agenda.

18. **ANY OTHER BUSINESS OF URGENCY: Approval of Section 151 Officer**

The Authority Committee were advised that an open and competitive process had been undertaken for the purpose of replacing the Head of Finance and Operations and Mr Ben Barrett had been successful in his application and would be taking up his role of Head of Finance and Operations on 11 September 2023.

It was a legal requirement that the Authority always had a Section 151 Officer in place and Mr Barrett had agreed to cover the Section 151 role during the interim period, from 1 July 2023.

**RESOLVED:** To approve the appointment of Mr Ben Barrett as Section 151 Officer for the interim period from 1 July 2023 until he officially starts in September 2023.

The meeting closed for recess at 1.15pm

Mr L Baker, Mr T Butt Philip, Miss A V Davis and Mr N Thwaites left the meeting

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**Items relating to the Authority's role as sole local planning authority for the National Park area including determination of planning applications. This section of the meeting was chaired by Mr S J Pugsley, Deputy Chairperson (Planning)**

The meeting reconvened at 2.00pm

19. The Committee noted the **decision** of the Secretary of State for Levelling Up, Housing and Communities to dismiss the Appeal in relation to Application 6/35/21/102 regarding the proposed establishment of rare breed poultry farm and horticultural business - Little Acres, Brendon Hill, Watchet, TA23 0LG

**DEVELOPMENT MANAGEMENT**

Mr J Yabsley left the meeting

20. **Application No: 6/15/22/104**

**Location: Exe Valley Caravan Site, Bridgetown, Dulverton, TA22 9JN**

**Proposal: Proposed demolition of existing Site Shop/Office, Information building, telephone building and replacement with two-storey building to house Caravan Site facilities and managers accommodation**

The Authority considered the **report** of the Head of Planning and Sustainable Development.

**Public Speaking**

1. Mr P Matthews, Neighbour

2. Mrs V Garner, Neighbour – *statement read out on her behalf*

3. Mrs L Garner, Neighbour – *statement read out on her behalf*
4. Mr T Takle, Exton Parish Council
5. Ms T Matthews, Applicant

### **The Authority's Consideration**

Before delivering the Officer presentation, the Head of Planning and Sustainable Development advised the meeting that the policy context section of the Committee Report incorrectly referenced policies HCD8 – New Build Dwellings in the Open Countryside and SES3 – Business Development in the Open Countryside.

As the application site was located on the edge of a village, the report should instead have referred to policies HC-D3 – New Build Dwellings in Settlements and SE-S2 – Business Development in Settlements.

The meeting was provided with a summary of the relevant policies, the full details of which are set out below:-

### **HC-D3 NEW BUILD DWELLINGS IN SETTLEMENTS**

1. New build housing development will be permitted in named settlements where the site is well related to existing buildings and any development would conserve or enhance the character of the traditional settlement pattern and the character and appearance of the site and its surroundings and
  - a) it will meet an affordable local need and there is a proven local need for the dwelling(s) that cannot be met within the existing housing stock, or from sites/buildings already with planning permission;
  - b) the intended occupants meet the local need occupancy criteria requirements in accordance with HC-S3; and
  - c) the dwelling(s) will be affordable by size and type to local people and will remain so in perpetuity in accordance with HC-S2.
2. All new build housing must address an identified local need and be affordable with occupation restricted to local people in perpetuity unless, in the named Local Service Centres and Villages, for reasons of financial viability, it can be clearly and robustly demonstrated that:
  - a) An element of Principal Residence market housing (HC-S4) is required to enable delivery of more than one unit of local need affordable housing which cannot be made financially viable without it. The intention will remain the provision of 100% affordable housing to meet an identified local need.
  - b) It is the minimum number of Principal Residence houses required to support the delivery of the required affordable housing.
  - c) In terms of size and type, the affordable housing and mix of Principal Residence market housing is in accordance with HC-S2;
    - i. the affordable housing and Principal Residence housing are indistinguishable and fully integrated on the development site; and
    - ii. the affordable housing will be provided broadly in-step with the Principal Residence housing as development progresses; unless
    - iii. the building is in a Local Service Centre or Village, is accepted to be Vacant and proposed Principal Residence housing through the redevelopment of a

Vacant Building(s) will be in accordance with HC-S1 clauses 3b) and 4 and Policy HC-D1.

- d) Proposals for accessible and adaptable housing will be permitted where they accord with HC-S1.
3. Where permission is granted for local need or accessible and adaptable housing of up to 93sqm floorspace, a condition will be attached removing permitted development rights in accordance with HC-S2.

### **SE-S2 BUSINESS DEVELOPMENT IN SETTLEMENTS**

1. In the named settlements proposals for business development or extensions to existing businesses should accord with policy SE-S1 and be located within the settlement or where no suitable buildings/sites are available, well-related to existing buildings.
2. Proposals will be permitted where:
  - a) they reuse existing traditional buildings wherever possible, in a way that maintains and/or enhances their character; or
  - b) where no suitable traditional buildings are available they reuse non-traditional buildings, or previously developed sites and enhancement of the built environment is incorporated into proposals where necessary to deliver an overall acceptable scheme; or
  - c) where this cannot be achieved a new site/building may be permitted.
3. In addition to clause 1, any proposals for new build development in Porlock Weir, other than extensions to existing premises, should be:
  - a) small-scale to reflect the form and character of the settlement; and
  - b) compatible with industries associated with the settlement.
4. Where permission is granted for new B1 uses a condition will be attached to remove permitted development rights in respect of temporary changes of use, use as a state funded school, or a registered nursery.

The meeting was advised that the policy corrections outlined had no impact on the conclusions reached in the report. Officers confirmed that they considered the principle of the development and its design to be acceptable and would in fact lead to an improvement in the built environment. However, they did not consider it to be acceptable in terms of climate change and flood risk and placed significant weight on the views of the Environment Agency, who considered the development to be unacceptable due to its location within Flood Zone 3b.

During the debate it was clear that Members had sympathy for the Applicant and their desire to create a multifunctional building which would not only improve their living conditions but also bring significant benefits to both the local resident community and visitors to the site.

The Committee were keen to try to find a solution which might enable them to grant planning permission and various suggestions were put forward. However ultimately a majority of Members recognised that the advice of a Statutory Consultee, whose responsibility it was to ensure that no development in a vulnerable location was approved without very good reason, should not be ignored.

<b>RESOLVED:</b> To refuse planning permission for the reasons set out in the report.
---

Mr J Yabsley returned to the meeting

**21. Application No: 62/41/23/012**

**Location: The Heatherville, 3 Tors Park, Lynmouth, EX35 6NB**

**Proposal: Proposed change of use of Heatherville from Guesthouse (Use Class C1) with owner's accommodation (Use Class C3) to a principal residence dwelling (Use Class C3)**

The Authority considered the **report** of the Head of Planning and Sustainable Development.

**Public Speaking**

1. Mr S Young, Applicant

<b>RESOLVED:</b> To grant planning permission subject to the conditions set out in the report.
--

Miss E Stacey left the meeting

**22. APPLICATION DECISIONS DELEGATED TO THE CHIEF EXECUTIVE:** The Authority noted the **decisions of the Chief Executive determined under delegated powers.**

**23. SITE VISITS:** There were no Site Visits to arrange.

The meeting closed at 3.36pm

(Chairperson)

## EXMOOR NATIONAL PARK AUTHORITY

5 September 2023

### FARMING IN PROTECTED LANDSCAPES PROGRAMME – YEAR 2 UPDATE

#### Report of the Head of Conservation and Access

**Purpose of the report:** To update on the delivery of years 1 and 2 of the Farming in Protected Landscapes programme (this paper follows three papers that were approved by the Authority on 6<sup>th</sup> July 2021, 3<sup>rd</sup> August 2021 and 3<sup>rd</sup> May 2022).

**RECOMMENDATIONS:** The Authority is recommended to:

- (1) WELCOME additional funding from Defra in 2024/25 in order to deliver an additional year of the Farming in Protected Landscapes programme.
- (2) AGREE to the amendment in the Defra programme rules to raise the threshold on Officer approved projects from £5,000 to £10,000.
- (3) AGREE to fill the Authority Member vacancy on the Local Assessment Panel.

**Authority Priority:** Deliver the Defra-funded Farming in Protected Landscapes programme on Exmoor, supporting farmers to transition to the new environmental land management schemes and support delivery of the Exmoor National Park Partnership Plan. These proposals will help farmers and other land managers move towards the emerging Environmental Land Management Programme. The Farming in Protected Landscapes programme provides opportunities to enhance habitats, enhance the landscape of Exmoor and protect the historic environment and will also improve access to and engagement with Exmoor's special qualities.

**Legal and Equality Implications:** It is considered there will be no adverse impacts on any protected groups.

**Consideration has been given to the provisions of the Human Rights Act 1998 and an assessment of the implications of the recommendation(s) of this report is as follows:** There are considered to be no human rights issues in relation to this report.

**Financial and Risk Implications:** The financial and risk implications of the recommendations of this report have been assessed as follows:

- i. Further to the original FiPL allocation of £1,245,736, ENPA has been allocated an additional £1,143,572 for the delivery of the Farming in Protected Landscapes programme on Exmoor for years 3 (2023/24) and 4 (2024/5). This is added to the annual Defra grant as a variation.
- ii. Responsibility for the programme and accountability (to Defra) for the spend within year rests with ENPA. In respect of any grants awarded, works will need to be completed and claimed within year and accounted for to Defra.
- iii. Considerable focus has been placed on this programme and in that sense it remains of great reputational significance – to our farmers and land managers, to our stakeholders and to our funding body.

**Climate Change Response:** Two of the key targets of the programme spend are to recover nature and to address the impacts of the climate emergency. This therefore offers an important opportunity to assist our climate change response.

## 1. Introduction / Background

- 1.1 In July 2021 ENPA welcomed funding from Defra for the three year 'Farming in Protected Landscapes' programme ('FiPL').
- 1.2 The programme is intended to encourage farmers and other land managers to align more closely with providing public goods for public money as part of the transition away from the Common Agricultural Policy (CAP) towards Environmental Land Management (ELM).
- 1.3 The programme has four broad priorities:
  - i. nature conservation and recovery
  - ii. climate change mitigation
  - iii. people (engaging groups with protected landscapes)
  - iv. place (landscape, beauty and heritage).
- 1.4 Defra also requires that the Farming in Protected Landscapes Programme aligns with the Exmoor National Park Partnership Plan.
- 1.5 Members have previously received an update on how the first year of the Farming in Protected Landscapes programme has been delivered on Exmoor. This paper proved an additional update to account for years 1 and 2 combined.

## 2. Additional (2<sup>nd</sup>) Amendment to Fund Allocation

- 2.1 In April 2023 Defra confirmed a second amendment to the allocated funds including an additional year of funding. This extends the programme to a four year programme ending in March 2025.

This is a reflection of the success of the programme both nationally and locally on Exmoor.

	Year 1 2021/22	Year 2 2022/23	Year 3 2023/24	Year 4 2024/25	Programme total
<b>Previous agreement sum</b>	280,744	529,405	435,587		<b>1,245,736</b>
Additional funding allocation April 2023			240,090	903,482	<b>1,143,572</b>
<b>Adjusted agreement sum</b>	280,744	529,405	675,677	903,482	<b>2,389,308</b>

## 3. Amendments to the Officer Approval Threshold

- 3.1 Originally Defra's terms and conditions stipulated that any applications over £5,000 will need to be assessed by the Local Assessment Panel and Officers can approve applications under this value. In May 2023 Defra updated this rule, raising the threshold to £10,000 to help mitigate pressure on Local Assessment Panels as they are likely to need to review a higher number of projects given the budget increase. Officers will agree with the Panel on the threshold to be used based on case load.

#### **4. Resourcing the Programme; Roles and Responsibilities**

- 4.1 The two part-time FiPL Officers in post both have increased capacity from 3 to 4 days per week to increase their ability to provide advice and guidance to applicants. The FiPL Administrator remains a full-time post. The team is overseen by the Conservation Manager with support from the Farming & Land Management Conservation Officer and the Future Landscapes Officer.
- 4.2 Further guidance to applicants continues to be provided by ENPA specialist officers from the Conservation and Access teams.

#### **5. Local Assessment Panel and Member vacancy**

- 5.1 The Local Assessment Panel is currently made up of the following members:

ENPA Member:	Robin Milton (LAP Chair)
ENPA Member:	Dominic Elson
ENPA Member:	Susan Warren
ENPA Member:	(vacant)
EHFN Board rep:	John Prideaux (LAP Vice Chair)
EHFN Board rep:	Jane Pearn
EHFN Board rep:	pooled from remainder of the EHFN Board
Natural England rep:	Mike Pearce
NGO rep (National Trust):	Alex Raeder
ENPA Officer:	Alex Farris

- 5.2 There is currently 1 vacancy in the ENPA Member representation.

#### **6. Programme Spend**

- 6.1 70 projects were supported in years 1 and 2 utilising all of the available £810,149 budget. £662,900 was spent on projects with the remainder of the budget spent on programme running costs. The addendum below has the full list of projects.

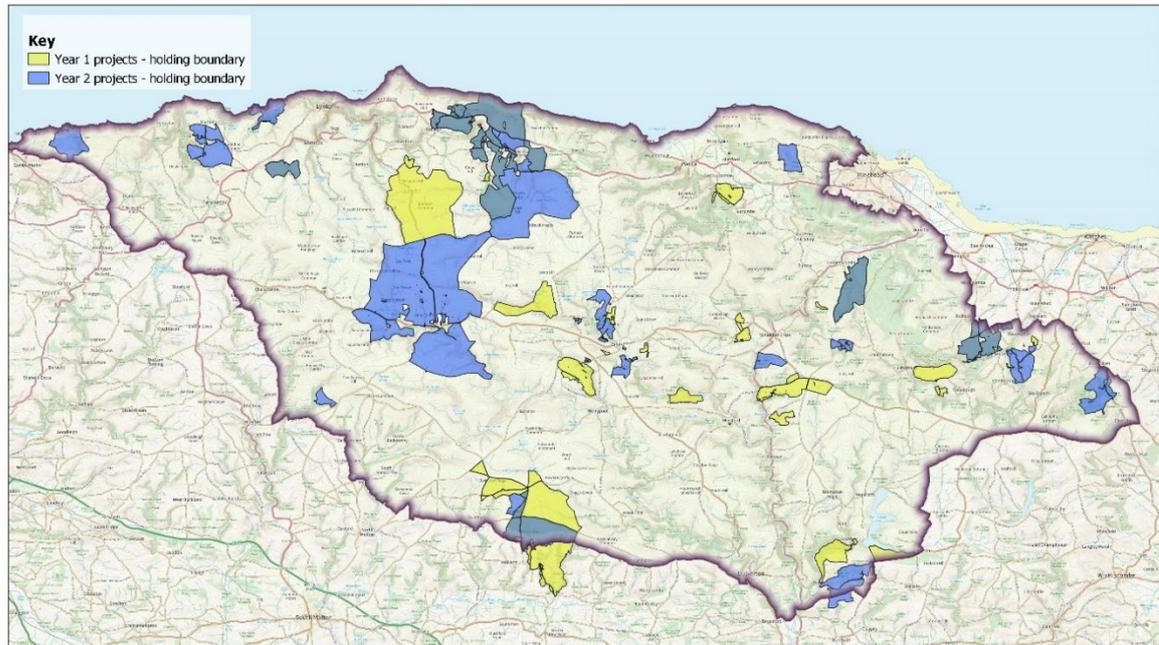
- 6.2 The scale of individual project applications in year 1 & 2 ranged between £300 and £80,000 with an average grant award of around £9,000. The following bands helps to indicate the spread in the scale of applications with nearly half being below £5,000.

Above £20,000	- 9 no. projects totalling £274,200
£10,000 to £20,000	- 11 no. totalling £152,300
£5,000 to £10,000	- 18 no. totalling £146,500
£1,000 to £5,000	- 29 no. totalling £88,500
Below £1,000	- 3 no. totalling £1,300

- 6.3 Of the 70 projects supported 26 are multi-year projects with spend committed across years 1, 2, 3 and 4. NB the above figures do not include spend allocated for years 3 and 4 on multi-year projects.
- 6.4 55 different farmers have been direct recipients of the funds, with many other benefitting from projects that support multiple holdings such as the 'Sowing the Seeds' meadow restoration project.
- 6.5 Two of the higher value projects awarded are supporting ENPA programmes (ENNIS and Sowing the Seeds), though not on ENPA estate. One £12,000 project has taken place on the ENPA estate.

6.6 There is a reasonable geographic spread across Exmoor with some loose groupings near Exford, Wheddon Cross, Countisbury and Roadwater. Areas that are notable gaps include Dulverton, Brompton Regis and much of the Southwestern side. The size of holding does not necessarily correspond with the project cost or scope. Six holdings have run more than one project.

FiPL project locations years 1 & 2



## 7. Year 1 & 2 Project Outputs

7.1 The range of applications is fairly broad although a large proportion of the spend relates to field boundary restoration. Whilst some projects had more than one type of activity the main outputs from each project can be categorised as follows.

Project type	No. of projects	Combined outputs	Combined value
Field boundary restoration	23	7.2 km	£229,000
Tree & hedge planting	13	2.7 hectares 3.4 km	£103,000
Moorland management	1	700 hectares	£81,000
Regenerative Farming	5	2,080 hectares	£68,000
Equipment purchase	8	8 no	£41,000
Livestock promotion and management	5	n/a	£24,000
Historic environment features	1	1no	£500
Surveys	3	3no	£10,000
Access improvement	2	3km	£5,000
Misc – remainder (including ENNIS and Sowing the Seeds)	8	n/a	£101,000

- 7.2 Many of the projects are intended to deliver multiple beneficial outcomes. Field boundary restoration projects are predominantly hedge restoration activities which enhance wildlife corridors and in some cases facilitate grazing practice to restore species rich grassland and soil quality. In other cases they have helped protect water courses from poaching by livestock, improving aquatic ecology and also enhanced public access. There is also a visual amenity benefit from restoration of gappy hedge lines and degraded hedge banks.
- 7.3 In addition to the specific project outcomes there is also knowledge sharing from innovative projects. Graze the Moor is leading the way on Moorland management and has attracted interest from senior staff in Natural England. Several approaches to regenerative farming such as manure management and soil inoculation are being trialled with results shared amongst the Exmoor Hill Farming Network. Five of the above projects also included educational visits. The Addendum 2 below provides more details of the outputs achieved with the projects.
- 7.4 Access and Historic Environment projects are clearly underrepresented and these areas will be prioritised for Officer support for the remainder of the programme.

## **8. Unsuccessful Projects**

- 8.1 Eighteen projects have been declined funding and a further 13 withdrawn or deferred. This was primarily as they were not sufficiently able to demonstrate delivery of FiPL outcomes or reasonable value for money. These proposals included TB Deer carcass disposal, a barn restoration and contributing to the cost of a replacement bridge. Officers held discussions with Defra staff as appropriate to ensure fair and accurate decisions were made.

## **9. Delivery of Years 3 and 4**

- 9.1 The delivery of the remainder of the programme is underway to ensure spend of the remaining £1m on projects in good time. We have more resources for running costs to support the increase in staff time expected.
- 9.2 There is currently a healthy pipeline of projects under development and clearly there is still a strong demand for the programme. In addition, BPS reductions are now mid-way through the 7 year phase out period and so are having an increasing impact on farm businesses, and we can expect a keener demand for projects that assist in financial resilience.
- 9.3 Through recent briefings, Defra staff have made it clear that projects with multiple benefits should be prioritised and that the programme supports innovation not available through other agri-environmental funding. Officers are well placed to advise applicants of how they can deliver the most benefit from FiPL and will be issuing applicants with advice reports to aid future planning.
- 9.4 Last year we trialled the release of funding in batches to both manage workload and also to ensure funds are available for projects that take longer to develop. Whilst this had some benefit this also slowed the process down, raising the risk of having underspend at the end of the year, so we are reverting to the programme being continually open until funding is 100% allocated. Officers will continually monitor progress against project spend targets throughout the remainder of the programme.

**Alex Farris**  
**Conservation Manager**  
**August 2023**



## ADDENDUM

### A.1 List FiPL projects funded on Exmoor: Years 1 and 2

Project name	Yr 1 2021/22	Yr2 2022/23	Yr 1&2 Total
Molland - GTM	45,930	34,908	<b>80,838</b>
Sowing the Seeds		29,018	<b>29,018</b>
Higher Melcombe Farm	16,416	12,588	<b>29,004</b>
Strategic Exe Weirs		25,000	<b>25,000</b>
Oareford Farm		23,076	<b>23,076</b>
Horner Farm	15,082	7,961	<b>23,043</b>
Oaremead Farm 2		22,154	<b>22,154</b>
ENNIS		21,081	<b>21,081</b>
Great Champson		21,056	<b>21,056</b>
Haddon Hill Fields (Deer Park)	17,855	0	<b>17,855</b>
Hindon Farm		17,811	<b>17,811</b>
Kemmacott Farm		17,588	<b>17,588</b>
Co-ordinated sheep dipping project		14,400	<b>14,400</b>
Westermill Farm	9,896	3,560	<b>13,457</b>
Girt Down		13,433	<b>13,433</b>
Cranscombe Cleave	13,074	0	<b>13,074</b>
Higher Barn Farm	10,836	810	<b>11,646</b>
Croydon House Farm	11,477	0	<b>11,477</b>
Chibbet Farm 2		11,430	<b>11,430</b>
Oare Ho		10,166	<b>10,166</b>
Ashton Farm		9,798	<b>9,798</b>
Furzemoor	9,585	0	<b>9,585</b>
Lee Abbey		9,493	<b>9,493</b>
Sherracombe (Fairy Fellowship Farm)		9,464	<b>9,464</b>
Lower Rodhuish Fm 3		9,377	<b>9,377</b>
Old Stowey		9,172	<b>9,172</b>
Langridge Mills			<b>9,104</b>
Oaremead fencing	8,754	0	<b>8,754</b>
Wood Advent Farm			<b>8,412</b>
Exmoor Forest Inn			<b>8,016</b>
Triscombe		7,932	<b>7,932</b>
Lower Rodhuish Fm 2		7,800	<b>7,800</b>
Ashton Farm	7,521	0	<b>7,521</b>
West Ilkerton 2		7,100	<b>7,100</b>
Wayland Oaks	4,246	2,784	<b>7,030</b>
Lower Court Farm	3,262	3,216	<b>6,478</b>
Bye Common	5,850	0	<b>5,850</b>
Nethergill audits		5,595	<b>5,595</b>
Higher Blacklands Farm	4,910	0	<b>4,910</b>
Combe Sydenham		4,900	<b>4,900</b>
Crayfish Project		4,725	<b>4,725</b>

Ludslade	2,910	1,425	<b>4,335</b>
	<b>Yr 1</b>	<b>Yr2</b>	<b>Yr 1&amp;2</b>
<b>Project name</b>	<b>2021/22</b>	<b>2022/23</b>	<b>Total</b>
Stoates Farm		4,321	<b>4,321</b>
Simonsbath Sawmill	4,288	0	<b>4,288</b>
Lutterell House	4,234	0	<b>4,234</b>
Brookdale	2,883	1,241	<b>4,124</b>
Chibbet Farm	2,506	1,556	<b>4,062</b>
Wingate Farm	3,916	0	<b>3,916</b>
West Ilkerton	3,887	0	<b>3,887</b>
Closewool Soc		3,750	<b>3,750</b>
Higher Combe Hill (Croydon Ho Fm 3)		3,674	<b>3,674</b>
White Barn - bat roosts	3,141	0	<b>3,141</b>
Riscombe Farm		3,086	<b>3,086</b>
Hantons Farm		2,802	<b>2,802</b>
West Hawkwell	2,683	0	<b>2,683</b>
West Lynch Cottage	2,646	0	<b>2,646</b>
Oarmeade 3		2,645	<b>2,645</b>
Blindwell Farm	2,300	0	<b>2,300</b>
Brendon Common	2,275	0	<b>2,275</b>
Scrubbits EX34	900	1,083	<b>1,983</b>
South Haddon Farm/West Ilkerton Farm		1,977	<b>1,977</b>
Summerings	1,950	0	<b>1,950</b>
Exmoor Horn Sheep		1,411	<b>1,411</b>
Edgcott Farm		1,200	<b>1,200</b>
Lambscombe Farm		1,159	<b>1,159</b>
Wingate Farm 2		1,137	<b>1,137</b>
Quarme Farm	1,000	0	<b>1,000</b>
Sisters fountain		550	<b>550</b>
Exford Tree Nursery		460	<b>460</b>
Lower Rodhuish Fm	303	0	<b>303</b>
<b>Total</b>	<b>226,514</b>	<b>410,872</b>	<b>662,919</b>

## A.2 Farming In Protected Landscapes – Project output Headlines: Year 1 & 2

<b>Project outputs</b>	<b>Qty</b>	<b>Unit</b>
Land supported	10,786	ha
Woodland creation	3	ha
Regenerative farming	2,080	ha
Improve soil quality	20	no.
Project which help reduce flood risk	26	no.
Other Climate outcomes	16	no.
Hedgerows planted	3,445	lin m
SSSI management	2,200	ha
Habitat improvement for biodiversity	354	ha
Habitat connectivity	28	ha
Hedgerow restoration	6,586	lin m
Other Nature outcomes	14	no.
Permissive paths provided	2	no.
Projects including educational visits	5	no.
Projects promoting more inclusivity	12	no.
Projects supporting greater public engagement in land management	30	no.
Other People outcomes	6	no.
Historic structures and features supported	2	no.
Projects increasing resilience of nature friendly sustainable farm businesses	34	no.
Dry-stone walling restored	639	lin m
SHINE features maintained/improved	1	no.
Other Place outcomes	27	no.
Farmers supported	43	no.
New business engaged with	13	no.
Existing Farm Clusters supported	3	no.
Other land managers engaged in programme	13	no.

## EXMOOR NATIONAL PARK AUTHORITY

5 September 2023

### APPROVAL OF THE ORGANISATIONAL DEVELOPMENT STRATEGY 2023-2026, OUR PEOPLE, OUR CULTURE

#### Report of the Head of Strategy and Performance

**PURPOSE OF THE REPORT:** To ask Members to approve the Authority's Organisational Development Strategy 2023-2026, Our People, Our Culture.

**RECOMMENDATION:** The Authority is recommended to APPROVE the Organisational Development Strategy 2023-2026.

**Authority Priority:** A great organisation to work for. Corporate Action 2023-24 - Implement a new Organisational Development Strategy to support our staff team and enable best use of our knowledge, skills, and experience in delivering National Park purposes.

**Legal and Equality Implications:** There are no anticipated adverse impacts on any protected group(s). There are no anticipated implications for the Human Rights Act 1998.

**Financial and Risk Implications:** There will be costs associated with training activities and events, and staff time. However, we will endeavour to ensure best value and seek cost-effective alternatives such as online training, internal training and working with partners and other National Parks.

**Climate change response:** Nothing contained within this report will impact upon the Authority's ability to meet its climate change targets.

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## 1. Introduction

- 1.1 The current Corporate Strategy 2023-26 includes the priority '*A great organisation to work for*' which is linked to the Corporate Actions 2023-24 to '*implement an Organisational Development Strategy to ensure that we are making best use of the skills, knowledge, and experience, and provide support to enable staff to undertake their roles effectively and efficiently into the future*'.
- 1.2 Internal and external factors have changed the work environment and our priorities, which were the drivers for setting a new direction in the development of our staff and culture. The Organisational Development Strategy is a planned and systematic approach to support our staff and the organisation to enable us to deliver our priorities effectively. It is not a one-off piece of work; it is a Strategy to build upon.
- 1.3 Information was gathered from a variety of sources including a staff survey and staff focus group meetings with an external facilitator. Information from appraisals and exit interviews were also reviewed. This evidence helped inform the Strategy.

## **2. Aims**

2.1. Our People, Our Culture, is an overarching framework which aims to:

- Support staff so they can undertake their roles effectively and efficiently.
- Develop a strong culture and vision that staff and Members are connected to.
- Improve processes, procedures, communication, and guide our workforce into the future.
- Strive for excellent performance.

## **3. Delivery**

3.1. Delivery will be over a 3-year period and the actions and activities planned are set out in the Strategy document in Appendix 1. This work is led by the Chief Executive and Leadership Team, supported by the HR Officer.

## **4. Monitoring**

4.1. Monitoring progress of the Strategy will take place through the quarterly Corporate Plan reporting process and will be regularly reviewed by the Head of Strategy and Performance and HR Officer. Progress will also be provided to staff on our Organisational Development SharePoint page. Members will be presented with progress as part of the Authority's Corporate Plan updates.

4.2. We will measure success by monitoring performance indicators, levels of engagement with the process, through surveys (staff and customer feedback), training, appraisals, discussion groups, exit interviews, and by providing more opportunities for feedback to be given (e.g., using SharePoint).

## **5. Conclusion**

It is recommended that the Organisational Development Strategy (Our People, Our Culture) is approved.

**Clare Reid**  
**Head of Strategy and Performance**

**Ellie Woodcock**  
**HR Officer**

# Our People, Our Culture

## Organisational Development Strategy 2023 - 2026

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A vision is to build a strong corporate culture with committed and motivated staff delivering high quality services, exciting projects, and partnerships, fulfilling National Park purposes.



### A message from the Chief Executive

*I am extremely proud to work with such dedicated and committed staff. The support that you give each other is amazing, particularly through some very difficult times such as the pandemic and the current financial situation. Your honesty and engagement in the staff survey and staff focus groups was very much appreciated and your comments and suggestions were taken on board.*

*This strategy is not a one-off piece of work, it is something that I hope we will all commit to and engage with. Without this commitment, it will not succeed. This is an exciting time with many possible opportunities to develop ourselves and the organisation, and I look forward to working with you all as we take our workforce into the future.*



## Introduction

Exmoor National Park Authority's (ENPA) role is to further National Park purposes to:

- *Conserve and enhance the natural beauty, wildlife, and cultural heritage of the National Park.*
- *Promote opportunities for the understanding and enjoyment of the special qualities of the National Park by the public.*

In carrying out these purposes, the Authority has a duty to seek to foster the economic and social well-being of local communities within the national park.

Our vision of '*Working together for Exmoor*' is key to delivering our priorities in the Partnership Plan which is currently being reviewed.

National Parks are also being asked by government to deliver on wider agendas such as climate change, health and wellbeing, and equality, diversity, and inclusion.

The Authority's [Corporate Strategy 2023-26 and Corporate Actions 2023-24](#) sets our priorities and how we will deliver them. Six priorities were identified:

1. A clear response to the nature and climate crises.
2. A welcoming place for all, improving people's health and wellbeing.
3. A cared for landscape and heritage.
4. A place with flourishing, vibrant communities, and businesses.
5. A highly performing Estate, delivering National Park purposes.
6. A great organisation to work for.

Our values are:

Sustainability  
Customer Focus  
Respect  
Improvement  
Professionalism  
Teamwork

Work has started to refresh these values.

## What is Organisational Development?

The work environment and priorities are always changing and the ways in which we work must change too so that we can continue to deliver our priorities effectively. How we work is not only about the tasks that we undertake in our roles, but change should also be reflected in elements like leadership, culture, capability, values, relationships, behaviour, and performance.

Organisational development is a planned and systematic approach to help sustain organisational performance by involving and supporting its people. Put simply, it is having the right people in the right place at the right time, with the tools and skills to make them effective and efficient in their roles, and they are all working towards the same goal.

Organisational development is not just a one-off piece of work, it is a long-term commitment from everyone.

ENPA developed its first organisational strategy, HR Strategy, in 2012. This was reviewed in 2016 and became the Organisational Development Approach which took us to 2020.

Responding to the covid pandemic, staff capacity, a change in leadership and funding uncertainty meant that our focus changed, and we needed to set a new direction in the development of our staff and culture.

## Why do we need a strategy?



There are many factors that have led to developing this strategy such as the impact of Coronavirus, changing priorities from government, funding uncertainties, Brexit, the current economic climate, and other external factors such as climate change, nature recovery.

For ENPA to succeed, it is imperative that we have a strategy that supports our people and the organisation into the future. In addition, the changes in the way we work and spending more time working away from colleagues, highlights the need to reflect on our culture and reconnect with each other and with the organisation to work towards a common goal.

## What are the aims of the strategy?

Our Organisational Development (OD) Strategy, Our People, Our Culture, is an overarching framework which aims to:

1. Support staff so they can undertake their roles effectively and efficiently.
2. Develop a strong culture and vision that staff and Members are connected to.
3. Improve processes, procedures, communication, and guide our workforce into the future.
4. Strive for excellent performance.



## What has informed the strategy and its aims?

During 2021, 2022, and 2023, information and data was gathered through a variety of means which helped us inform the development of this strategy.

Feedback from the staff survey and staff focus group meetings helped us to identify the key issues and the things that were important to staff, and ultimately helped us to focus on the areas that were important.

Leadership Team also worked with Members and staff to develop our vision and priorities for the next 3 years, creating the 3-year Corporate Strategy and Corporate Actions. The Partnership Plan is currently being reviewed.

Other plans that are important to be aware of are the Estate Strategy and ICT Strategy.



When first setting out on this journey we identified some key areas that we felt were important to delivering the Strategy's aims.

### Improving processes, procedures, and communication

- ➔ Review current communication methods.
- ➔ Seek ideas for improvement.
- ➔ Make use of new technologies.
- ➔ Encourage a two-way proactive approach to communication.
- ➔ Reflect on processes & procedures to seek efficiencies.
- ➔ Undertake a process amnesty.
- ➔ Support our digital transformation.

### Striving for excellent performance

- ➔ Look at motivation, reward, and staff benefits.
- ➔ Ensure performance management processes are in place.
- ➔ Review our Customer Service Charter.

### Supporting staff to undertake their roles effectively and efficiently

- ➔ Ensure clear objectives and goals are set and clearly communicated.
- ➔ Support staff through training & development, mentoring, appraisals & performance improvement.
- ➔ Understand and make good use of the skills already available to us (e.g., skills audit).
- ➔ Health and wellbeing.
- ➔ Work life balance.

### Creating a strong culture that staff and Members are connected to

- ➔ Understand where we are and where we want to be, the challenges and opportunities.
- ➔ Review our values, ways of working, behaviours, and attitudes.
- ➔ Increase engagement between staff and Members.
- ➔ Opportunities to reconnect with other and the organisation.

## How will the Strategy be delivered?

Many of the actions and activities identified in this strategy came from the recommendations in the Staff Survey and Staff Focus Group Reports (both available on SharePoint or on request from the HR Officer). The strategy will be delivered over a 3-year period and the tables on the next page set out the timescale for delivery.

Whilst this work is led by the Chief Executive and Leadership Team, and supported by the HR Officer, commitment and positive engagement from staff and Members is required for it to be successful.

Working together will get the best outcomes.

## Delivery and monitoring

The activities are not exhaustive as we may identify other areas of work during this journey. We are mindful of our current financial circumstances, and we will endeavour to ensure best value and seek cost-effective opportunities such as joining up with other National Parks or other partners with training, and delivering some activities internally, etc.

Monitoring progress of the strategy will take place through the quarterly Corporate Plan reporting process and will be regularly reviewed by the Head of Strategy and Performance and HR Officer. Progress will also be provided to staff on our Organisational Development page on SharePoint. Members will be presented with progress as part of Corporate Plan updates.

We will measure success by monitoring performance indicators, levels of engagement with the process, through surveys (staff and customer feedback), training, appraisals, discussion groups, exit interviews, and by providing more opportunities for feedback to be given (e.g., using SharePoint).

## Delivery Plans

● Not yet started. ● In progress. ● Completed.

Aim 1: Support staff to undertake their roles effectively and efficiently.			
Actions	Due end	Progress	
Review guidance and induction procedures for new starters.	2023	●	
Develop new guidance for managers/new managers.	2023	●	
Promote and make better use of our e-Learning package (ELMS).	2023	●	Renewed system due to be rolled out in autumn 2023.
Provide clear guidance on the PDR process (managers and staff) to ensure the responsibilities for taking actions forward are understood'	2023	●	Guidance available on SharePoint
HR Policy training for managers (mix of internal/external).	2024	●	Programme currently being pulled together
Leadership/management/corporate training - decision-making, delegation, managing change, project management, motivating teams, entrepreneurial and commercial thinking.	2025	●	Programme currently being pulled together
Provide opportunities for staff to develop in their role, e.g., being involved in or leading projects, coaching, and mentoring, etc.	2026	Ongoing	
Explore options for more structured team working to enable staff development opportunities, progression, and professional development.	2026	Ongoing	
Continue to promote and build on our health and wellbeing work to ensure staff are supported in the workplace.	2026	Ongoing	
Engage with staff to ensure our digital transformation is supported.	2026	Ongoing	

Aim 2: Develop a strong culture and vision that staff and Members are connected to.			
Actions	Due end	Progress	
Create a clear direction for our work going forward (3-year Corporate Strategy).	2023		Corporate Strategy 2023-26 and Actions 2023-24.
Review our values.	2023		In progress
Re-introduce team days that focus on our work with time given for a focused discussion on current/relevant issues.	2024		Delivered staff day at Driver Farm
Introduce regular remote working at other sites for Leadership Team to engage with off-site staff.	2024		
Strengthen the 'golden thread' linking our vision, priorities, and values to our work, service delivery, comms, work plans, policy, and processes.	2026	Ongoing	
Engage with Members and staff with our Corporate Strategy, Corporate Plans and Partnership Plan, through comms, workshops, and opportunities to provide feedback.	2026	Ongoing	Member and staff workshops to feed into the Corporate Strategy 2023-26 and Actions 2023-24.
Provide opportunities for Members and staff to work together, e.g., discussion groups/workshops.	2026	Ongoing	One activity has taken place (well-received).

Aim 3: Improve processes, procedures, communication and guide our workforce into the future.			
Actions	Due end	Progress	
Introduce monthly updates with the Chief Executive and Leadership Team where staff can ask questions and can also share what they are doing.	2023		In place.
Explore additional avenues for staff to provide feedback, ideas or make suggestions via Microsoft 365.	2023		
Review the roles of LT and DT, e.g., decision-making, budget responsibilities, delegation, cross-team working.	2024		Terms of reference in place for LT and being developed for DT
Streamline project management processes making use of SharePoint and training.	2024		Task group has been set up.
Identify processes and procedures that can be done in a more efficient manner (e.g., process audit).	2025		
Continue to explore improvements to internal comms and encourage a two-way proactive approach to communication.	2026	Ongoing	Staff updates, lunch and learns, use of SharePoint news.
Making best use of Microsoft 365.	2026	Ongoing	Staff training completed. ICT guides and training on SharePoint, drop-in sessions being organised.

Aim 4: Strive for excellent performance.			
Actions	Due end	Progress	
Review our Performance Improvement Policy and provide training.	2023		Policy reviewed and adopted.
Review our offer as an employer – what other benefits can we offer, e.g., a day to volunteer.	2024		In progress, opportunity given for staff to volunteer for ENNIS project.
Review our Customer Charter.	2024		
Making good use of the skills available to us (e.g., skills audit).	2025		

## EXMOOR NATIONAL PARK AUTHORITY

5 September 2023

### ANNUAL APPOINTMENTS

#### Report of the Head of Strategy and Performance

**Purpose of the report:** In accordance with Standing Orders to set out the annual appointments to be made to the Authority's Committees, partnership boards and working groups as are necessary to carry out the work of the Authority and to set out the annual appointments to be made to other organisations.

**RECOMMENDATIONS:**

- (1) To make appointments to all operational Committees, partnership boards, working groups and outside bodies as listed in the Appendix to this report, or as agreed by the Authority Committee.
- (2) To agree that Members appointed to the working groups and annual bodies provide an annual report on so that all Members are updated on the work of these groups. This will be co-ordinated by Officers and reported to the Annual Meeting.

**Authority Priorities:** The Authority's annual appointments are central to the achievement of each of the Partnership Plan and Corporate Plan priorities.

**Legal and Equality Implications:** The meetings and proceedings of a National Park Authority are regulated by local government law as if the National Park Authority was a local authority. The equality impact of the recommendations of this report have been assessed as having no adverse impact on any particular group or individual.

**Financial and Risk Implications:** There are no significant financial or risk implications of the recommendation of this report.

**Climate Change Implications:** It has been assessed that this report does not have an adverse impact on our ability to respond to climate change. Many of the groups listed will be instrumental in supporting our climate response.

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## 1. Introduction

- 1.1 At its Annual Meeting on 4 July, the Authority made appointments to its statutory Committees and to the Exmoor Consultative and Parish Forum.
- 1.2 Appointments to the other panels, working groups and organisations on which the Authority is represented were deferred until the September meeting, to allow time for new Members to find out more about any particular area of the Authority's work and express an interest to be involved with these groups.

## 2. Appointments to Partnership Boards, Working Groups and Outside Bodies

- 2.1 The appointments which the Authority is invited to consider are attached at Appendix 1 to this report.

### **3. Annual reporting**

- 3.1 It is proposed to return to providing an annual report from Members appointed to the working groups and external bodies so that all Members are updated on the work of these groups. This will be co-ordinated by Officers and reported to the Annual Meeting.

**Clare Reid**  
**Head of Strategy and Performance**  
**August 2023**

Partnership Boards and Working Groups	Expressions of Interest 2023/24
<p><b>Exmoor Historic Environment Advisory Group</b> (Lead Officer: Shirley Blaylock (Conservation Officer Historic Environment)).</p> <p>The Group is a <i>Partnership Plan Group</i> and reviews current issues, opportunities, work and research relating to the Historic Environment on Exmoor.</p> <p><i>Comprises representatives from partner organisations, public, private and voluntary sections and is seeking 2-3 Authority Members.</i> Meets twice a year.</p>	<p>Mr J Holtom Dr M Kelly Mr S Pugsley</p>
<p><b>Exmoor Learning and Engagement Network</b> (Lead Officer: Ben Totterdell, Learning &amp; Engagement Manager).</p> <p>The Network brings groups, projects and individuals together who have a role in delivering learning and engagement work in Exmoor. It promotes and enables the sharing of best practice, support for partnership working and influencing of strategic actions among both Exmoor National Park Authority and our Partners.</p> <p><i>Comprises representatives from partner organisations and is seeking up to 4 Members.</i> Meets as required.</p>	<p>Mrs C Lawrence Mrs F Smith Dr S Warren</p>
<p><b>Exmoor Moorland &amp; Farming Board</b> (Lead Officers: Alex Farris, Conservation Manager &amp; Heather Harley, Conservation Officer Farming &amp; Land Management).</p> <p>The group is a <i>Partnership Plan Group</i> and works with land managers to help deliver the Partnership Plan, and supporting them over changes in agri-environment policy and funding.</p> <p><i>Comprises 4 Members of the Authority plus people nominated by other organisations with a particular interest in Exmoor's moorlands and farmlands.</i> Meets twice a year.</p>	<p>Mr J Holtom Mr L Baker Mr R Milton</p>
<p><b>Exmoor Nature Conservation Advisory Panel</b> (Lead Officer: Ali Hawkins (Senior Conservation Officer (Wildlife)).</p> <p>The group is a <i>Partnership Plan Group</i> with a key role to lead in the development and delivery of a Wildlife Delivery Plan to take forward the wildlife ambition in the Exmoor National Park Partnership Plan and deliver the Nature Recovery Vision for Exmoor.</p> <p><i>Comprises representatives from partner organisations and is seeking up to 5 Authority Members for the 22/23 year).</i> Meets twice a year.</p>	<p>Mr B Geen Mr J Holtom Mrs F Smith Dr S Warren Mrs L Williams</p>
<p><b>Exmoor Woodland and Forestry Advisory Group</b> (Lead Officer: Graeme McVittie (Senior Conservation Officer (Woodlands))</p> <p>The group is a <i>Partnership Plan Group</i> with a key role to lead in the development and delivery of the Exmoor National Park Partnership Plan, to develop and steer a Tree and Woodland Strategy for Exmoor and to consider and comment on other tree, woodland, forestry and timber related issues in the National Park.</p> <p><i>Comprises representatives from partner organisations and up to 2 Authority Members.</i> Meets as required.</p>	<p>Mr J Holtom Mr N Thwaites</p>

Partnership Boards and Working Groups	Expressions of Interest 2023/24
<p><b>Equality, Diversity &amp; Inclusion Group</b> (Lead Officers Clare Reid, Head of Strategy &amp; Performance, Ben Totterdell, Learning and Engagement Manager and Ellie Woodcock, HR Advisor).</p> <p>A group is being set up to support delivery of the Corporate Plan action to review and update the Authority's approach to Equality, Diversity and Inclusion and take positive action to support this. This work will also link in with the Organisational Development process.</p> <p><i>The group will include officers from across the organisation, plus up to 4 Member representatives. Meets as required.</i></p>	<p>Mr D Elson Miss E Stacey Dr S Warren Mrs L Williams</p>
<p><b>External Funding Working Group</b> (Lead Officer: Dan James, Rural Enterprise Manager).</p> <p>The group is a joint Member / Officer task force to help develop and implement our strategy and approach to securing external project funding towards the Authority's work.</p> <p><i>Comprises of relevant Leadership and Delivery Team Members and 3-4 Members. Meets as required.</i></p>	<p>Mr L Baker Mr A Bray Mrs M Chilcott Mr M Ellicott Miss E Stacey Mrs L Williams</p>
<p><b>FiPL Assessment Panel (Lead Officer – Alex Farris, Conservation Manager)</b></p> <p>The group is required to consider applications over the value of £10,000 to the Farming in Protected Landscapes programme and decide which projects should be approved, deferred or rejected. The Panel is required to meet at least every 8 weeks to assess applications and may meet as often as every 4 weeks. The Panel is set up for the duration of the FiPL programme which ends in March 2025.</p> <p><i>Comprises 4 Members of the Authority plus people nominated by other organisations with a particular interest in Exmoor's farming and ecology.</i></p>	<p>Mr D Elson Mr R Milton Dr S Warren</p>
<p><b>Planning Policy Advisory Group</b> (Lead Officers: Ruth McArthur, Policy &amp; Community Manager).</p> <p>The Advisory Group assists Officers in relation to the preparation of planning policy and documents to guide the development and use of land in the National Park, and which inform decisions on planning applications and appeals. The group also considers national consultations, and key issues for the community and economy. Meets as required.</p> <p><i>Formal membership of the group is made up of the Chairperson and both Deputy Chairpersons of the Authority, and up to 7 appointed Members, however the meetings are open to other Authority Members to attend if they wish. Meets as required.</i></p>	<p>Authority Chairperson Authority Deputy Chairperson Deputy Chairperson (Planning)</p> <p>Mr A Bray Mr M Ellicott Mr B Geen Mr J Holtom Dr M Kelly Mrs F Nicholson</p>

Partnership Boards and Working Groups	Expressions of Interest 2023/24
<p><b>Rural Enterprise Exmoor Group</b> (Lead Officer: Dan James, Rural Enterprise Manager).</p> <p>A Partnership Plan Group overseeing the sustainable economy priority alongside representative views of Local Authorities and business networks. Provides an advisory role in overseeing progress with the Rural Enterprise Exmoor Vision.</p> <p><i>Comprises 2 Authority Members – 1 from each side of the county boundary. Meets as required.</i></p>	<p>Mr L Baker Mr A Bray Mrs M Chilcott</p>
Appointments to Outside Bodies	Expressions of Interest 2023/24
<p><b>UK National Parks Chairs Forum</b> (Lead Officer: Sarah Bryan, Chief Executive)</p> <p>NPUK as a formal entity was wound up in 2021, however a 'Chairs Forum' involving all 15 UK Chairs continues to meet at least once or twice a year. The Chairs along with the UK CEOs continue to have sight of the work carried out by NPUK Communications Unit based with the Broads Authority.</p>	<p><u>Authority Chairperson</u></p> <p><u>Authority Deputy Chairperson</u> (sub)</p>
<p><b>Campaign for National Parks</b> (Lead Officer: Sarah Bryan, Chief Executive)</p> <p>The Campaign for National Parks is a national charity that campaigns and speaks out to protect and promote National Parks. <b>1 Member representative.</b></p>	<p>Mr D Elson Mrs L Williams</p>
<p><b>Exmoor Hill Farming Network</b> (Lead Officer: Heather Harley, Conservation Officer (Farming &amp; Land Management) The Network helps livestock farmers to improve the profitability of their businesses, including the development of strategic projects as well as encouraging access to support and funding. <b>2 Member representatives.</b></p>	<p>Mr L Baker Mr M Ellicott</p>
<p><b>Exmoor Landscape Advisory Group</b> (Lead Officer: Julie Layzell – Future Landscapes Officer).</p> <p>Originally established and chaired by the Exmoor Society to provide independent advice to the Authority on landscape issues, the group also acts as a <i>Partnership Plan Group</i> with a key role to lead in the development and delivery of relevant action plans set out in the Exmoor National Park Partnership Plan. The group is a partnership of landscape specialists, planners and managers from the public, private and voluntary sectors which reviews all landscape matters in the National Park, in particular the relationships between people and place.</p> <p><i>The group is seeking 2 Authority Members.</i> Meets as required, usually twice a year.</p>	<p>Dr M Kelly</p>

Appointments to Outside Bodies	Expressions of Interest 2023/24
<p><b>Exmoor Rural Housing Network</b> (Lead Officers: Ruth McArthur, Policy &amp; Community Manager &amp; Dean Kinsella, Head of Planning &amp; Sustainable Development).</p> <p>The Exmoor Rural Housing Network recognises that the delivery of housing is increasingly difficult in Exmoor and other rural areas across the country. The aim of the Network is to actively:</p> <ul style="list-style-type: none"> <li>• find solutions that work for everyone in housing need on Exmoor, by supporting a locally managed and delivered programme for local needs rural housing in perpetuity.</li> <li>• bring together a group of organisations/individuals with a broad range of experiences in order to share information and ideas in a collaborative way that will help provide and improve access to housing on Exmoor for local people.</li> </ul> <p><i>Comprises representatives from partner organisations and <b>up to 5 Authority Members</b>. Meets as required.</i></p>	<p>Mr L Baker Mr M Ellicott Mr B Geen Mr J Holtom Mrs F Nicholson Mr S Pugsley</p>
<p><b>North Devon AONB Partnership</b> (Lead Officer: Rob Wilson-North, Head of Conservation &amp; Access)</p> <p>The North Devon AONB Partnership's primary task is taking forward the objective of conserving the natural beauty of the landscape of the North Devon Area of Outstanding Natural Beauty. <b>1 Member representative.</b></p>	<p>Mr D Elson</p>
<p><b>Visit Exmoor CIC</b> (Lead Officer: Dan James, Rural Enterprise Manager).</p> <p>Visit Exmoor CIC is the recognised tourism industry body promoting Exmoor, its brand and visitor economy businesses. <i>ENPA are invited to have <b>1 Member representative as an observer, alongside an Officer observer, at 2 board meetings a year</b></i></p> <p>In addition, the <b>Exmoor Tourism Network</b> brings together ENPA, Visit Exmoor and local tourism organisations together to act as a <i>Partnership Plan Group</i> with a key role to lead in the development and delivery of relevant action plans set out in the Exmoor National Park Partnership Plan (comprises representatives of the tourism organisations and industry providers). Meets as required</p> <p><i>The same Authority Member is required to serve on both Visit Exmoor and the Exmoor Tourism Network.</i></p>	<p>Miss E Stacey Mrs L Williams</p>
<p><b>Independent Person</b></p> <p>Under the Localism Act 2011, the Authority must promote and maintain high standards of conduct by Members and co-opted Members of the authority.</p> <p>To this end the Authority has adopted a Code of Conduct for Members and has agreed arrangements for dealing with any allegation that a member or co-opted member has breached the code. In accordance with the requirements of the Localism Act 2011, these arrangements include the appointment of an Independent Person to advise on breaches of the Member Code of Conduct.</p>	<p>Mr M Riggulsford</p>

## EXMOOR NATIONAL PARK AUTHORITY

5 September 2023

### AUTHORITY MEETINGS SCHEDULE FOR 2024

#### Report of the Head of Strategy and Performance

**Purpose of the report:** To present to Members a schedule of meetings of the Authority and its Committees for 2024.

**RECOMMENDATION:** To adopt a schedule of meetings of the Authority and its Committees for 2024, attached at Appendix 1 to this report.

**Authority Priority:** Develop and maintain effective and efficient services.

**Legal and Equality Implications:** The Authority's Standing Orders provide that each year the Authority shall approve a calendar of meetings of the Authority and its Committees and Sub Committees.

The equality and human rights impact of the recommendation of this report has been assessed as having no adverse impact on any particular group or individual.

**Financial and Risk Implications:** The Authority's meeting arrangements are intended to make best use of member time and resources while ensuring Authority business is dealt with efficiently and in a manner open to public scrutiny.

**Climate Response:** As part of the action plan for the Climate Emergency response, and the return to in-person meetings, the Authority moved back to paperless meetings from March 2022.

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## 1. 2024 Authority Meetings Schedule

- 1.1 Members will be aware that a Governance Review paper was brought before the Authority in April with a number of proposals, including reducing the number of Authority meetings. Members chose to defer making a decision on these proposals to allow for engagement with Parish Councils and local communities before bringing amended proposals back before Members.
- 1.2 The Authority issued a survey to all members of the Exmoor Consultative and Parish Forum inviting responses to the proposals and this survey will close on 29 September. The results of the survey will be collated and reported to Members in a further Authority paper which is expected to come before Members in November 2023.
- 1.3 In the meantime, a draft meetings schedule for 2024 has been prepared and is attached at Appendix 1. This schedule follows the usual pattern of Authority meetings each month (with January and August being reserve dates) along with dates identified for other Statutory Committees. As the Exmoor Consultative and Parish Forum is also being reviewed, dates for this will be notified to Members in due course.

- 1.4 Members will be aware that in recent years additional reserve dates have been used for additional Member meetings and training/briefing opportunities. These dates have been removed from the 2024 schedule for cost saving reasons.
- 1.5 As is usual practice, the meeting schedule has been shared with the constituent County and District Councils.

**Clare Reid**  
**Head of Strategy and Performance**

**August 2023**

## EXMOOR NATIONAL PARK AUTHORITY DRAFT - SCHEDULE OF MEETING DATES 2024

Day	Date	Time	Meeting
<b>JANUARY</b>			
Friday	5 January	am	Pre-Meeting Planning Site Visit (Reserve Date)
<b>Tuesday</b>	<b>9 January</b>	<b>10.00am</b>	<b>Exmoor National Park Authority meeting (Reserve Date)</b>
<b>FEBRUARY</b>			
Friday	2 February	am	Pre-Meeting Planning Site Visit (Reserve Date)
<b>Tuesday</b>	<b>6 February</b>	<b>10.00am</b>	<b>Exmoor National Park Authority meeting</b>
<b>MARCH</b>			
Friday	1 March	am	Pre-Meeting Planning Site Visit (Reserve Date)
<b>Tuesday</b>	<b>5 March</b>	<b>10.00am</b>	<b>Exmoor National Park Authority meeting</b>
<b>APRIL</b>			
Thursday	5 April	am	Pre-Meeting Planning Site Visit (Reserve Date)
<b>Tuesday</b>	<b>9 April<sup>1</sup></b>	<b>10.00am</b>	<b>Exmoor National Park Authority meeting</b>
<b>MAY</b>			
Friday	3 May	am	Pre-Meeting Planning Site Visit (Reserve Date)
<b>Tuesday</b>	<b>7 May</b>	<b>10.00am</b>	<b>Exmoor National Park Authority meeting</b>
<b>Tuesday</b>	<b>7 May</b>	<b>tbc</b>	<b>Standards Committee meeting</b>
Friday	31 May	am	Pre-Meeting Planning Site Visit (Reserve Date)
<b>JUNE</b>			
<b>Tuesday</b>	<b>4 June</b>	<b>10.00am</b>	<b>Exmoor National Park Authority meeting</b>
Friday	28 June	am	Pre-Meeting Planning Site Visit (Reserve Date)
<b>JULY</b>			
<b>Tuesday</b>	<b>2 July</b>	<b>10.00am</b>	<b>Exmoor National Park Authority Annual Meeting</b>
<b>AUGUST</b>			
Friday	2 August	am	Pre-Meeting Planning Site Visit (Reserve Date)
<b>Tuesday</b>	<b>6 August</b>	<b>10.00am</b>	<b>Exmoor National Park Authority meeting (Reserve Date)</b>
Friday	30 August	am	Pre-Meeting Planning Site Visit (Reserve Date)

<sup>1</sup> This meeting has been pushed back to the 2<sup>nd</sup> week of May, due to Good Friday falling on 29/3 and Easter Monday on 1/4

**EXMOOR NATIONAL PARK AUTHORITY  
DRAFT - SCHEDULE OF MEETING DATES 2024**

<b>Day</b>	<b>Date</b>	<b>Time</b>	<b>Meeting</b>
<b>SEPTEMBER</b>			
<b>Tuesday</b>	<b>3 September</b>	<b>10.00am</b>	<b>Exmoor National Park Authority meeting</b>
Friday	27 September	am	Pre-Meeting Planning Site Visit (Reserve Date)
<b>OCTOBER</b>			
<b>Tuesday</b>	<b>1 October</b>	<b>10.00am</b>	<b>Exmoor National Park Authority meeting</b>
<b>Tuesday</b>	<b>1 October</b>	<b>tbc</b>	<b>Standards Committee meeting</b>
<b>NOVEMBER</b>			
Friday	1 November	am	Pre-Meeting Planning Site Visit (Reserve Date)
<b>Tuesday</b>	<b>5 November</b>	<b>10.00am</b>	<b>Exmoor National Park Authority meeting</b>
Friday	29 November	am	Pre-Meeting Planning Site Visit (Reserve Date)
<b>DECEMBER</b>			
<b>Tuesday</b>	<b>3 December</b>	<b>10.00am</b>	<b>Exmoor National Park Authority meeting</b>

# 12.1



## Committee Report

Application Number:	62/11/22/019
Registration Date:	25-Oct-2022
Target Determination Date:	07-Dec-2022
Extension of Time:	23-Jun-2023
Applicant	Nobledean Limited
Agent:	Mr. P Mears, Peregrine Mears Architects Ltd
Case Officer:	Charlotte Spiers
Site Address:	THE BLUE BALL INN, COUNTISBURY, LYNTON, EX35 6NE
Proposal:	Proposed erection of 4no. linked cabins for use as holiday lets.
Recommendation:	Approve with conditions
Reason for bringing before Authority Committee:	This application is brought before Committee in accordance with the Approved Scheme of Delegation because the recommendation of the Officer is contrary to the recommendation of Parish Council.

### Relevant History

62/11/22/020 Proposed extension to provide staff accommodation, together with, the creation of window and door to the west elevation and installation of photovoltaic array. Approved 15/12/2022

62/11/22/021LB Listed building consent for proposed extension to provide staff accommodation, together with, the creation of window and door to the west elevation and installation of photovoltaic array. Approved 15/12/2022

62/11/88/012LB Extension to Inn of additional eight bedrooms. Approved 06/19/1989

62/11/86/004 Alterations & Extensions. Approved 06/03/1986

62/20/74/002 Extension to form sanitary accommodation Approved 12/03/1974

### Site Description & Proposal

The Blue Ball Inn is a Grade II listed traditional coaching inn dating back to the early to mid-17th century and possibly incorporating an earlier core. The Inn benefits from an area of off-road parking to the North, a beer garden to the West and two

# 12.1

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paddocks/field to the rear (South). The Inn is located in the hamlet of Countisbury and directly fronts onto the A39 which leads to Lynmouth and Lynton two miles to the East and benefits from a large gravel parking area across this road.

The Inn has 14 en-suite rooms and a manager's flat within the first floor above the pub below. Planning permission and Listed Building Consent were granted in 2022 for an extension to provide staff accommodation in the form of four new bedrooms and two shared bathrooms, together with, the creation of a window and door to the west elevation and installation of photovoltaic array (reference: 62/11/22/020 & 62/11/22/021LB).

The current proposal is for the erection of 4 linked cabins for use as holiday lets to be sited within a paddock/field to the rear (South) of the existing Inn.

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## Consultee Representations

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### **Brendon & Countisbury Parish Council**

**Initial consultation response received 11/11/22** – Object - The Council is against this application for the following reasons:

1. We believe that the proposed design will look totally out of place and not in keeping with a grade 2 listed building.
2. No suitable access
3. Concern over the extra sewage disposal.

**Further consultation response received 13/07/23** – Thank you for granting us an extension. However, after much discussion the Council could not agree, so no response will be given.

### **ENPA Wildlife Conservation Officer**

**Initial consultation response received 10/11/22** – Thank you for consulting me on this application for the proposed erection of 4 linked cabins for use as holiday lets. Given the nature of the application, it is good to see that an Ecological Appraisal has been submitted (Lakeway Ecological Consultancy, ref 22-271-EA-CT, 8 September 2022). The methods, presentation of results and recommendations within the report are satisfactory. The site is identified as comprising an area of semi-improved grassland which is bounded by hedgebanks with limited woody vegetation. The site is assessed as having suitable opportunities for foraging bats (negligible roosting opportunities), foraging birds (negligible nesting opportunities), reptiles and amphibians (with a rubble pile presenting potential shelter), foraging badger and hedgehog and common and widespread invertebrates. But given the common and widespread nature of the habitats on site, it was assessed as being of no more than Site importance. Recommendations include: sensitive lighting strategy, precautionary methods of work with respect to reptiles, good practice measures during construction to avoid harm to other wildlife including priority species (e.g. hedgehog) such as capping pipework and covering of open trenches or providing a means of escape as well as pollution control measures to prevent impacts on the surrounding countryside

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## 12.1

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including Exmoor Heaths SAC and Exmoor Coastal Heaths SSSI which lie around 180m north of the site. It is also noted that Exmoor and Quantock Oakwoods SAC lies around 460m south of the site and is important for barbastelle and Bechstein's bats, making sensitive lighting a priority. The report also makes recommendations for enhancement including native hedgerow planting on the existing banks, enhanced grassland management to encourage a species-rich sward and the creation of a replacement reptile refuge area. I suggest it may also be worth considering green roofs (appropriate meadow mix). Please ensure the recommendations within the report are secured by way of appropriate conditions attached to any permission granted. I am happy to review these prior to determination or provide suggested wording if that would help.

**Further consultation response received 10/11/22** – Further to my previous comments I would like to add: Due to the site's proximity to nearby statutory designated sites, it lies within the Impact Risk Zone of the nearby SSSIs. Consultation with Natural England is recommended for all planning applications affecting greenspace, farmland or semi-natural habitats so consultation is required in this instance please.

### **ENPA Future Landscapes Officer**

**Initial consultation response received 15/11/22** – The landscape around the Blue Ball Inn lies within the Enclosed Farmed Hills with Commons landscape character type and its proximity to the coast gives a distinct character. It is an enclosed, farmed landscape on steep topography where many of the stone-faced field boundary banks have no hedges on them or only a few straggly and wind pruned trees. This lends an open, exposed character to the locality where trees tend to be clustered around the local cottages and church.

The cabins would be prominent in views from the South West Coast Path above the church and the footpaths within the open access land on Butter Hill. From here, the cabins would be viewed on lower ground, with the roofs stepping up the hillside above the inn. From the lower elevation of the road on the approach to the inn, the cabins would be seen above, breaking the skyline. From the footpath to the south the cabins would be largely screened by hedgebanks.

When seen from elevated ground on Butter Hill, the cabins would be viewed in combination with the church which is currently seen in near isolation from other buildings.

It is presumed the position of the cabins is to make the most of the westerly views. Designing them as a single unit (as opposed to individual cabins spread out) would limit their spatial impact and the requirement for ancillary features such as paths. However, the staggered alignment of the cabins leaves an awkward triangular space against the hedgebank which the site plan indicates may be surfaced, but it is not clear. Also, the visualisations do not reflect what is shown on the plans: they show a

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continuous rectangular (not staggered) roof form, which would give a stronger impression of a single, homogenous building more in keeping with those nearby.

With fully glazed front elevations, there is likely to be light spill from the cabins in this elevated position, impacting on the quality of the night sky. There is no indication of whether any external lighting is proposed, if it is then this should be dark sky compliant. Whilst corrugated steel sheet roofing is typical of agricultural buildings on Exmoor, it would be out of character in this context, especially as the roof would be the most visible element of the cabins from the coastal paths.

Further measures to reduce impacts could include grass roofs to lessen the prominence of the cabins, to soften their rectilinear form and integrate them more into the grass slope. Also, whilst many of the hedgebanks are treeless, there is a cluster next to the site and planting more hedgerow species would provide a backdrop so the cabins don't extend above the skyline. Other tree planting to reflect the clusters of trees beside buildings nearby could also be considered.

In its current form the development would have an adverse effect on landscape character, visual amenity and dark skies, and does not go far enough to minimise the impact. I am concerned that the proposal is at odds with the landscape character, introducing an anomalous feature into an elevated position in the landscape.

**Further consultation response received 18/04/23** – There are some definite improvements to the design and materials, which will reduce their landscape and visual impact:

The realignment of the cabins in one straight line parallel with the hedgebank sits better with and is more sensitive to the field pattern.

The removal of the stepped roof profile (and chimneys for wood burning stoves) with a single, integrated roof profile with no chimneys would be less incongruous.

The replacement of metal profile roofing with turf /grass roof, which will reduce the visibility of the cabins from the elevated ground of the coast path and Butter Hill.

More planting on the adjacent hedgebanks for screening and integrating the cabins into their setting.

Reducing the amount of glazing to the front / west elevation, with doors/windows now in timber and timber shutters to the windows.

Because of their elevated position, the cabins will still be quite obvious when viewed on the approach from the west, but with the more sensitive design, material changes, reduced glazing against reflectivity and shutters to block out light when closed at night, the re-design is a much-improved proposal in terms of integrating the cabins into the landscape, views and dark skies.

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### **ENPA Historic Buildings Officer**

**Initial consultation response received 21/11/22** – Paragraph 194 of the National Planning Policy Framework (NPPF) states that ‘In determining applications, local planning authorities should require an applicant to describe the significance of any heritage assets affected, including any contribution made by their setting’. The impact on the setting of the adjacent listed buildings (the Blue Ball and Town Farm Cottages and the grade II\* Church of Saint John) is not discussed in the application. The setting of these buildings is characterised by the surrounding rugged moorland landscape that is largely free of modern development. As the buildings currently stand in relative isolation, any development in their vicinity is likely to have a considerable impact on their setting.

The proposed site is in an elevated position above and behind the listed pub. As stated in the Future Landscapes Officers remarks the site is highly visible from the surrounding rights of way and will be visible in views from Butter Hill which will include the Church. It will also be visible from the A39 as the site is approached from the west. I support the Future Landscapes Officers view that additional detail is required as how the structures will be lit as light spill could dramatically increase their landscape impact.

I appreciate that efforts have been made in the application to reduce the visual impact of the scheme. However, given their prominent position, I am concerned the cabins will be quite a conspicuous feature in the landscape that have the potential to cause harm to the setting of the nearby listed structures.

When considering the harm to setting of highly designated sites such as the church, paragraph 200 of the NPPF states that ‘Any harm to, or loss of, the significance of a designated heritage asset (from its alteration or destruction, or from development within its setting), should require clear and convincing justification. Paragraph 202 goes on to say that ‘Where a development proposal will lead to less than substantial harm to the significance of a designated heritage asset, this harm should be weighed against the public benefits of the proposal including, where appropriate, securing its optimum viable use’. From the information provided and having viewed the site from the surrounding rights of way, I am of the view that the scheme has the potential to cause a harm to the setting of the surrounding listed buildings for what is likely to be a limited public benefit. The application currently fails to meet the requirements of the NPPF and I would be unable to support it in its current form.

**Further consultation response received 06/06/23** – The revisions are a significant improvement and will reduce the impact on the setting of the surrounding listed buildings to an acceptable degree.

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**ENPA ROW Officer (25/11/22)** – Thank you for consulting me on the above application.

Countisbury is surrounded by public access in all directions. The South West Coast Path National Trail (in pink on the plan below) runs 200 metres north of the Blue Ball Inn on the opposite side of the road and numerous public footpaths, bridleways and permitted paths run in all directions around Countisbury (see plan below). There are also large areas of access land (with open access on foot) to the west, north and east.

The development has no direct impact on public access and the site is very well located for visitor accommodation in terms of access to walking and riding opportunities including the Coast Path. However, the development will be very visible to those using the rights of way, permitted paths and access land around Countisbury due to its elevated position.

**Historic England (23/11/22)** – Thank you for your letter of 11 November 2022 regarding the above application for planning permission. On the basis of the information available to date, we offer the following advice to assist your authority in determining the application.

### **Historic England Advice**

#### *The significance of the heritage asset*

The site is in the hamlet of Countisbury, a small settlement intersected by the A39 within Exmoor National Park Area. The hamlet has a distinctly rural character with a naturally varying topography, open fields and a small number of sparsely distributed stone buildings with slate roofs. The application site is currently an elevated grassland field to the rear of the Blue Ball Inn, which is listed at Grade II as The Exmoor Sandpiper Inn, National Heritage List for England (NHLE) 1213090.

Historic England's remit relates to the potential impact of the proposals on the setting of the Grade II\* listed Church of St John, NHLE 1289192. The church is the parish church of Brendon and Countisbury and is an 18th century rebuilding of an earlier church. Remodelling of the church was carried out in the 19th century with the rebuilding of the tower in 1835.

The setting of the Church of St John contributes towards its heritage significance. As a rural parish church on an elevated site, it was designed to be the most prominent feature in the landscape – a wayfinder and eyecatcher in this rural location. It maintains this status within the hamlet, and this status contributes to its significance.

#### *The impact of the proposals on the heritage asset*

The National Planning Policy Framework (NPPF) defines the setting of a heritage asset as “the surroundings in which a heritage asset is experienced. Its extent is not fixed and may change as the asset and its surroundings evolve. Elements of a setting

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may make a positive or negative contribution to the significance of an asset, may affect the ability to appreciate that significance or may be neutral.”

The submitted heritage statement contains a brief assessment of the impact of the proposals on the setting of the Grade II listed Blue Ball Inn. It is for the local planning authority to consider the impact of the proposals on the setting of the Blue Ball Inn. The heritage statement does not contain any mention of the Church of St John, or any assessment of the impact of the proposals on the setting of the church.

The application proposes four holiday let units in a stepped arrangement on an elevated site south of the inn. The church and site share an immediate context, with the church being the highest and focal building in the landscape. The proposals have the potential to compete with the visual primacy of the church in some views. The setting of the church is not just about views to and from it – it also stems from the dynamic experience of moving through the landscape and experiencing the landscape and buildings in context with one another.

An assessment of the impact of the proposals on the setting of the church is therefore needed to understand the potential impact on the significance of the church. This should include a number of key views within the hamlet. Historic England’s Good Practice Advice in Planning: 3 The Setting of Heritage Assets may assist in the preparation of this submission. <https://historicengland.org.uk/images-books/publications/gpa3-setting-of-heritage-assets/heag180-gpa3-setting-heritage-assets/>

### *Policy issues*

Paragraph 194 of the NPPF states that in determining applications, local planning authorities should require an applicant to describe the significance of any heritage assets affected, including any contribution made by their setting. Paragraph 195 states that local planning authorities should use this information to avoid or minimise conflict between development and the conservation of heritage assets. We consider that the application does not currently comply with the former policy or enable your authority to comply with the latter.

Paragraph 199 states that when considering the impact of a proposed development on the significance of a designated heritage asset, great weight should be given to the asset’s conservation. The church is grade II\* listed and therefore its conservation should be given considerable weight in your determination of the application.

### *Historic England’s Position*

Historic England consider that further information is needed before your authority and its consultees can assess the impact of the proposals on the significance of the Church of St John, and subsequently determine the application taking this assessment into account.

### **Recommendation**

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We consider that the issues and safeguards outlined in our advice need to be addressed in order for the application to meet the requirements of paragraphs 194, 195 & 199 of the NPPF.

In determining this application, you should bear in mind the statutory duty of the Planning and Compulsory Purchase Act 2004 to determine planning applications in accordance with the development plan unless material considerations indicate otherwise.

**The National Trust (16/12/22)** – I write with regards to the above-mentioned planning application, for the proposed siting of 4no guest cabins in the grounds of The Blue Ball Inn.

The application site is located within the small historic settlement of Countisbury, which includes a number of listed buildings, and is sited within a landscape of acknowledged national importance, recognised through its National Park designation.

The National Trust, as a conservation charity has a statutory duty to promote the conservation of places of historic interest and natural beauty. Our core purpose is to look after special places, forever, for everyone.

The National Trust has a significant land ownership surrounding the application site in all directions, including coastal land at Butter Hill and The Foreland, and inland open access land at South Hill Common and Barna Barrow, which is well served by public rights of way with parking available at Barna Barrow. Therefore, we have looked carefully at the application details to assess whether, in our opinion, the proposed development might affect the public's enjoyment of views and the rural and undeveloped character of the area.

The proposed development would be sited on undeveloped grass land to the south of The Blue Ball Inn, which is at an elevated position in the landscape and is easily visible from the surrounding public vantage points within the National Trusts ownership, including the south west coast path and open access land at Butter Hill to the north, where the cabins would be viewed in combination with the Church of St John (Grade II\* listed). The development would also be visible from public rights of way and public access land at South Hill Common, and the Countisbury footpath and public access land to the west.

The supporting 'Holiday Let unit views' plan only considers few views from within the site or the A39 (where the units can be seen to break the skyline) and does not consider visual impacts from nearby public rights of way and public access land. These views are particularly important as they are used by locals and visitors using scenic routes where people are likely engaged in outdoor recreation, and their attention likely to be focused on the views and appreciation of the undeveloped character and scenic beauty of the area.

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The National Trust supports the diversification of rural land-based businesses (to which policy RT-D4 of the Exmoor National Park Local Plan applies in this case), however in this instance, due to the visibility of the proposed units and the capacity of the surrounding landscape for change, the National Trust are unable to support this application.

The site would be highly visible from nearby public rights of way and open access land, and the design of the cabins would be at odds with the traditional character of buildings in the historic settlement, and the setting of nearby Church of St John (Grade II\* listed). Light spill from the units would draw attention to the development, particularly from western vantage points.

It is noted that Historic England have advised that an assessment of the impact of the proposals on the setting of the church would be needed to understand the potential impact on the significance of the church which should include a number of key views within the hamlet. The National Trust support the advice of Historic England.

For the reasons set out above, the National Trust is not able to support the proposed development, and it is considered that Exmoor National Park Authority would be justified in refusing planning permission.

**Natural England** – No response received.

**DCC Highways** – No response received.

**NDC (25/10/22)** – No observations.

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## Representations

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One letter of representation has been received from a member of the public who objects to the proposal on the grounds of landscape harm and consideration that the proposal is out of keeping with the surrounding listed buildings.

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## Policy Context

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### **Exmoor National Park Local Plan 2011 – 2031 (including minerals and waste policies)**

GP1 – General Policy

CE-S1 – Landscape and Seascape Character

CE-D1 – Protecting Exmoor's Landscapes and Seascapes

CE-S2 – Protecting Exmoor's Dark Night Sky

CE-S4 – Cultural Heritage and Historic Environment

CE-D3 – Conserving Heritage Assets

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CE-S6 – Design and Sustainable Construction Principles  
CC-S1 – Climate Change Mitigation and Adaptation  
CC-D5 – Sewerage Capacity and Sewerage Disposal  
HC-D18 – Local Commercial Service Provision  
SE-S1 – A Sustainable Exmoor Economy  
SE-S2 – Business Development in Settlements  
RT-S1 – Recreation and Tourism  
RT-D1 – Serviced Accommodation  
AC-D2 – Traffic and Road Safety Considerations for Development  
AC-D3 – Parking Provision and Standards

The National Planning Policy Framework (NPPF) is also a material planning consideration.

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## Planning Considerations

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The main material planning considerations in this case are considered to be the principle of development, design, scale and materials of the proposal, its impact upon the landscape, its impact upon the character and setting of nearby heritage assets and its impact upon ecology.

### Principle of Development

Policy RT-S1 of the Exmoor National Park Local Plan 2011-2031 encourages high quality development for recreation and tourism, stating that:

*“Opportunities to provide a high quality, inclusive visitor experience on Exmoor through a diverse range of recreation and tourism facilities that actively enhance the understanding and enjoyment of the National Park’s special qualities will be encouraged in accordance with the following principles:*

- a) *They are compatible with the quiet enjoyment of the National Park.*
- b) *There are no unacceptable adverse effects on the natural and historic environment either individually or cumulatively through levels of activity or use.*
- c) *They contribute towards a sustainable future for Exmoor’s local economy and communities.*
- d) *They support the improved health and wellbeing of people living, working and visiting Exmoor through the benefits of recreation and experience of tranquillity.*
- e) *They ensure appropriate and safe access by the road network and where possible by walking, cycling, horse-riding and public transport.*
- f) *They safeguard the existing access network, including public rights of way, and access land; and provide enhancements where opportunities arise (RT-D12).*
- g) *They respond to opportunities to improve the quality and viability of existing recreation and tourism businesses, through appropriate restoration, extension, expansion or diversification.*

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*h) They are of a scale compatible with their location and setting, in accordance with the relevant development management policy considerations for tourism and recreation (policies RT-D1 to RT-D12)."*

In addition, Clause 2 of Policy RT-D1 states that *"Small scale extensions which are subordinate to existing serviced accommodation will be permitted in accordance with policies CE-S6 and CE-D4 to improve the quality or capacity of the accommodation."* With explanatory Paragraphs 8.22 and 8.23 expanding upon this and stating:

*"8.22 Hotels and guesthouses continue to be established in the National Park and contribute towards providing a unique experience for visitors to Exmoor. Extensive consultation highlighted that hotels and guesthouses, provided through changing the use and converting existing buildings, was suitable in the National Park. Existing buildings provide an opportunity for new serviced accommodation without the need for new build premises, which are considered to be less appropriate given the National Park designation and the potential scale of such development. The occupancy evidence available does not appear to support a need for new-build accommodation, however small-scale extensions to existing serviced accommodation premises may enable the improvement to the overall quality and/or capacity over the longer term. For some proprietors, owning and running a hotel or guesthouse is a lifestyle choice and, although they may operate at full business capacity during the peak season, they may not be at full occupancy, as the majority are micro-businesses employing no additional staff.*

*8.23 Policy RT-D1 provides for new serviced accommodation through the change of use of existing buildings where it should not result in significant alteration or extension and should have regard to policies relating to cultural heritage (CE-S4 Cultural Heritage and Historic Environment, and CE-D3 Conserving Heritage Assets) and the conversion traditional buildings (CE-S5 Principles for the Conversion or Structural Alteration of Existing Buildings). Any extension to existing premises should be subservient to the existing building/complex and appropriate in terms of materials, scale and massing with the host building (CE-S6 Design and Sustainable Construction Principles, and CE-D4 Extensions to Buildings). Extensions for staff accommodation should have regard to policy RT-D2 Staff Accommodation."*

In terms of the present proposal, The Blue Ball Inn currently offers 14 rooms as serviced holiday accommodation on the first floor of the existing building. The proposal is to increase this offer to 18 serviced rooms through the creation of the 4 holiday cabins to the rear of and in close proximity to the existing building. Thus the application meets with the requirements of Policy RT-S1 1(g). In addition, it is noted that the proposal is for the 4 cabins to remain as serviced accommodation with no kitchen facilities provided. In terms of scale of development, the existing building, set over two floors has a footprint of approximately 1192.56sqm, with the extension approved under applications 62/11/22/020 and 62/11/22/021LB increasing the floorspace to approximately 1308.03sqm. The 4 linked cabins proposed under this present application will have an approximate footprint of 146.62sqm. As such the

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proposed cabins when taken in conjunction with the previously approved extension for staff accommodation will represent a 21.98% increase in floorspace from the existing building.

It is noted that pre-application advice was sought in 2022 for a scheme for eight non-serviced cabins spread across the fields to the east and west of the main building. The advice given was that an application on this basis was not likely to succeed as the proposed siting was outside the curtilage of Blue Ball Inn and would represent new-build holiday lets which would not be in accordance with Policy RT-D4. Following this, an onsite meeting was held with a previous Case Officer where it was considered that the cabins should be grouped together in an area directly to the rear of the Blue Ball Inn in order to minimise the impact upon the landscape and be within the curtilage of the main building. As a result of this the present application was submitted with the number of cabins reduced to four and grouped together in the location suggested by the previous Case Officer, and as serviced holiday lets in order to be compliant with planning policy.

As such, Officers consider that the proposal is acceptable in principle providing that other material considerations are satisfied.

### **Design, Scale and Materials**

Policy GP1 of the Exmoor National Park Local Plan 2011-2031 (including minerals and waste policies), (Local Plan) sets out what is required to achieve the duty to have regard to conserving and enhancing the cultural heritage of the National Parks. The National Planning Policy Framework states that as well as great weight needing to be given to conserving and enhancing landscape and scenic beauty in National Parks, the same should apply to cultural heritage.

Policy CE-S6 'Design and Sustainable Construction Principles' of the Local Plan encourages the use of traditional, natural and sustainable materials to ensure that the appearance of new developments conserves and enhances the quality and character of the built environment. This policy outlines that National Park expectation of the use of traditional, vernacular materials which take on a 'weathered' appearance with time which is aesthetically pleasing. There is explicit wording in this policy which sets out that "The National Park Authority expects that windows and doors should be constructed of timber since this is both a traditional and sustainable material which has the potential to be grown locally."

It is noted that the cabins are single storey and that the amended design utilises natural materials with a grass/turf roof and an acceptable level of fenestration. The amended design has resited the proposed cabins into a single contiguous line with a single integrated roof profile and tucked close to and parallel to an existing hedgeline. The units themselves are relatively small in size.

It is therefore considered that in terms of design, scale and materials, the proposal is acceptable and in accordance with planning policy.

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## Impact Upon Heritage Assets

As noted above, Blue Ball Inn is a Grade II listed building. The property was listed on the 24th November 1988 under the name The Exmoor Sandpiper Inn with the following details:

*“GV II House, now inn. Early to mid C17, possibly incorporating an earlier core. Extended and possibly partly rebuilt in the late C18 or early C19 and with further late C19 and C20 additions. Painted coursed stone rubble with gable-ended Welsh slate roofs; late C19 range to rear with some slate hanging and C20 wings rendered over unknown material. Plan and development: C17 2-room plan consisting of hall with large external lateral stone stack to front and lower room to right with a lateral stack to rear; the porch at the centre probably originally gave onto a cross- or through-passage. Late C18/early C19 addition adjoining to left (possibly incorporating or replacing former inner room) with lateral stack to rear of right-hand room and former end stack to left-hand room; staircase rising from main entrance. Late C19 parallel range at rear of c. 1800 part. Flanking late C20 cross wings. The building is possibly a remodelling of a medieval open hall but no evidence was noted at time of survey (July 1987) when access to the roofspace was denied. 2 storeys. Exterior: C17 part to right is a 3-window range; C19 2-light wooden casements, those on ground floor with painted brick segmental heads. Large stack off-centre to left with offsets and large projecting bread oven with slate cap. Central C19 gabled porch in angle of stack with boarded door. Circa 1800 range set back slightly to left; 1:3 window range, with C19 2 and 3-light wooden casements; entrance off-centre to left with C19 boarded door and gabled porch with round-arched opening; 2-leaf boarded door in right-hand end of front. Interior: former hall (left-hand room in C17 range) has large open stone fireplace with ovolo-moulded wooden lintel and bread oven. Right-hand room with pair of chamfered cross beams and fireplace with reused wooden lintel. Chamfered beams in ground-floor room to left of hall suggests that this is a rebuilding of a former inner room. First-floor rooms and roofspace not inspected. The inn was formerly known as The Blue Ball Inn.”*

The site lies near to the Grade II listed Town Farm Cottages and The Annexe, and the Grade II\* listed Church of St John, Countisbury.

Policy CE-S4 states that:

*“1. Exmoor National Park’s local distinctiveness, cultural heritage, and historic environment, will be conserved and enhanced to ensure that present and future generations can increase their knowledge, awareness and enjoyment of these special qualities.*

*2. Development proposals affecting heritage assets (identified on the Exmoor National Park Historic Environment Record) and their settings, will be considered in a manner appropriate to their significance including:*

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- a) *designated conservation areas, scheduled monuments, listed buildings, and registered historic parks and gardens; and*
- b) *locally important historic sites and features, including Principal Archaeological Landscapes.*

*3. Development proposals should make a positive contribution to the local distinctiveness of the historic environment and ensure that the character, special interest, integrity, and significance of any affected heritage asset and its setting is conserved or enhanced.*

*4. Development proposals likely to affect heritage assets and/or the setting of heritage assets should be supported by a desk-based assessment appropriate to their significance. In certain cases, developers will be required to arrange for archaeological or historic building evaluations – these should be prepared in accordance with the Conduct of Archaeological Work and Historic Building Recording within Exmoor National Park (Annex 1).*

*5. Where development proposals will lead to substantial harm to, or total loss of significance of, a designated heritage asset, permission will be refused.*

*6. Adverse impacts on locally important heritage assets and/or their settings should be avoided. Where proposals are likely to cause substantial harm to or loss of locally important assets, permission will only be granted in exceptional circumstances where the public benefit outweighs the asset's historic or archaeological interest, having regard to the scale of any harm or loss and the significance of the heritage asset. The features of interest should be preserved in situ, but where this is not justifiable or feasible, provision must be made for appropriate preservation by record.*

*7. Development proposals should positively reinforce the historic character of Exmoor's settlements through reflecting the traditional vernacular architecture and enhancing local distinctiveness.”*

Furthermore, Policy CE-D3 states that:

### **“1. Conservation Areas**

*Development proposals affecting conservation areas should ensure that:*

- a) *the character or appearance of the area is preserved or enhanced;*
- b) *they deliver high quality design and incorporate materials that reflect the scale, architectural quality and detailing of the area.*

### **2. Principal Archaeological Landscapes**

*Development proposals affecting Principal Archaeological Landscapes (PALs) should be well related to existing development and of a scale and form that will not cause*

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*unacceptable adverse effects on the significance, integrity or context of the PAL as a whole or its individual components.*

### **3. Heritage Assets and their Settings**

*Development proposals affecting a heritage asset and its setting should demonstrate:*

- a) a positive contribution to the setting through sensitive design and siting;*
- b) the promotion of the understanding and enjoyment of the heritage asset and its setting or better reveal its significance and appreciation of the setting; and*
- c) avoidance of unacceptable adverse effects and cumulative visual effects that would impact on the setting.*

### **4. Heritage Assets and Climate Change**

*Development proposals affecting heritage assets that are required to adapt to, or mitigate the effects of, climate change will be permitted where it can be demonstrated that:*

- a) measures to adapt to climate change will safeguard the heritage asset over the longer term, and conserve their special interest; or*
- b) measures to mitigate the effects of climate change will not harm the special interest or appearance of the heritage asset.*

### **5. Redundant Heritage Assets and Assets at Risk**

- a) development proposals that seek to bring heritage assets, that are redundant or at risk, into a viable use in ways that are consistent with their long term conservation will be encouraged; and*
- b) proposals should be consistent with policy CE-S4 Cultural Heritage and Historic Environment and CE-S5 Principles for the Conversion or Structural Alteration of Existing Buildings to ensure they continue to positively enhance local character and distinctiveness.”*

It is noted that the ENPA Historic Buildings Officer raised objection to the original plans submitted with this application due to the visual impact upon both the historic landscape and the character and setting of the listed buildings. In addition, in their consultation response, Historic England considered that further information was needed to assess the impact of the proposal on the character and setting of nearby listed building. It is further noted, however, that following submission of an amended design with mitigation measures against harm to the character, setting and landscape the Historic Buildings Officer has rescinded their objection and is now of the opinion that the proposal is acceptable and will not result in undue harm to the nearby heritage assets.

Officers are therefore of the opinion that the proposal is acceptable and in accordance with local planning policies.

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## Impact Upon the Landscape

Policy CE-S1 seeks to conserve and enhance the “high quality, diverse and distinct landscapes and seascapes of Exmoor National Park” with development being informed by and complementing the distinctive characteristics of the landscape areas and character types as defined in the Exmoor National Park Landscape Character Assessment.

Similarly, Policy CE-D1 states that:

*“1. Development will be permitted where it can be demonstrated that it is compatible with the conservation and enhancement of Exmoor’s landscapes and seascapes through ensuring that:*

- a) The visual impact of the development in its immediate and wider setting is minimised through high quality design that reflects local landscape character with particular regard to scale, siting, materials and colour; and*
- b) The cumulative and/or sequential landscape and visual effects of development do not detract from the natural beauty of the National Park and the experience of tranquillity.*

*2. Within Exmoor’s Heritage Coast development should be appropriate to the coastal location and conserve the undeveloped nature of the coast consistent with Heritage Coast purposes.*

*3. Landscaping schemes should reinforce local landscape or seascape character and where these are required, conditions will be attached to protect important landscape characteristics and elements and whether appropriate replacement or additional landscape elements will be required.*

*4. Proposals which are significant in terms of scale and/or impact should provide a Landscape and Visual Impact Assessment as part of the application submission.”*

The Blue Ball Inn is defined as lying within Landscape Character Type (LCT) F: Enclosed Farmed Hills and Commons. The Landscape Character Assessment defines LCT F as follows:

*“The landscape comprises a patchwork of green fields, peppered with grazing sheep and cattle. On lower slopes, lush hedges create an irregular and smaller-scale field pattern, whilst on higher land, where farm land and commons have been ‘carved out’ of the surrounding moorland, the fields are more geometrically-shaped, and bounded by beech hedgebanks or fences. The beech hedgebanks, and the contrast between the fields and the moorland, are defining features of Exmoor.”*

Within this landscape type there are three defined Landscape Character Areas (LCA). The Blue Ball Inn sits within LCA F1: Northern. The Landscape Character Assessment defines LCA F1 as follows:

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*“The northern LCA extends from Porlock Hill in the east to the National Park boundary at Combe Martin in the west. Its character and views are strongly influenced by the surrounding LCTs, and it also plays an important role in their visual settings. Its northern boundary is met by the various LCAs of the High Coastal Heaths and High Wooded Coast, Combes and Cleaves landscape type. The wooded combes extend south into the landscape, breaking up the hills, and the densely wooded steep valley sides provide dramatic and unexpected views. The southern boundary of the area is almost entirely met by the Northern Open Moorland, and the smooth moorland skyline dominates the southern horizon. One of the key things distinguishing the Northern LCA is the proximity to Exmoor’s northern coastline, and the views along the coast and out to sea.*

*Although the vast majority of field boundaries are defined by beech hedge banks, there are some localised areas of stone wall boundaries that add localised character variation, e.g. at Trentishoe and Countisbury Common. Farms nestle in sheltered valleys, and the ancient settlements of Martinhoe, Parracombe and Trentishoe cluster around their square-towered churches.*

*Most of the roads are steep, narrow lanes running between the patchwork of fields, but the A39 passes through this landscape from Porlock to Blackmoor Gate and has a localised influence on noise levels and tranquillity. This LCA also contains the line of the former narrow gauge railway that connected Barnstaple to Lynton.”*

It is noted that the ENPA Future Landscapes Officer raised objection to the original plans submitted with this application on the grounds of landscape harm and that these concerns were echoed by the Parish Council and the National Trust. It is further noted, however, that the design of the proposal has been altered in response to the concerns raised, and that, whilst the Parish Council have felt unable to comment on the amended plans and have not removed the objections that they raised initially, the Future Landscapes Officer is now satisfied that there will be no unacceptable level of harm to the landscape setting from the amended scheme. It is considered that the additional planting and turf/grass roofing will mitigate against the visual impact of the scheme, and that the realignment of the cabins into a single line parallel to the hedgebank with the integrated roof profile will be more visually sensitive to the landscape. Whilst it is acknowledged that the cabins will still be visible from the west due to their elevated position, the improvements to the design and materials and the more sensitive siting, additional planting and improved fenestration represented in the amended scheme mean that the proposal is now no longer unacceptable in terms of impact upon the landscape and is in accordance with ENPA local planning policy.

### **Ecology**

Policy CE-S3 seeks to protect, conserve and enhance biodiversity within Exmoor National Park. In particular CE-S3 3(b) states that:

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*“Development likely to cause harm to legally protected species, or lead to the loss of or damage to their habitats, will not be permitted unless this can be mitigated or then offset so that local populations are at least maintained.”*

The comments of the Wildlife Conservation Officer with regards to the proposal are noted. These indicate that the submitted Ecology Appraisal and the recommendations contained therein are satisfactory. It is further noted that a consultation with Natural England was recommended and that this occurred, but that Natural England chose not to comment on the application. It is also noted that the applicant has included the turf/grass roof suggested by the Wildlife Conservation Officer in the amended plans for the proposal. The recommendations for mitigation and enhancement contained within the Ecology Appraisal can be secured by condition.

As such, Officers consider that in terms of ecology the proposal is in accordance with policy and is acceptable.

### **Highways and Parking**

Policy AC-D2 states that:

*“1. The Exmoor Route Network will be taken into consideration in the determination of proposals for development to ensure that the capacity of the roads serving the development is adequate for the traffic likely to be generated.*

*2. Development which will cause unacceptable levels of traffic in terms of the environmental or physical capacity of the local road network, or would prejudice road safety interests, will not be permitted.”*

In the case of the proposal, given that the application site is already in use as both tourist accommodation and a public house, it is considered that the addition of the four cabins will not represent a significant increase in traffic and that the highways network, primarily the A39 which lies adjacent to the application site, has adequate capacity to deal with any additional traffic generated through the granting of permission for this scheme. No new entrances onto the highway will be created with traffic for the four cabins utilising the existing site entrance. It is noted that DCC Highways, as the local highways authority, have not objected to the proposal and have chosen not to comment.

Policy AC-D3 states that:

*“1. Proposals will be permitted where they make appropriate provision for parking including for bicycles, motorcycles, disabled users and car sharing, guided by the standards set out in Table 9.1.”*

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It is noted that visitors to the proposed cabins will make use of the existing parking facilities at The Blue Ball Inn. This parking is considered to be extensive enough to accommodate any additional vehicles that the proposal may generate.

### **Other Matters**

In May 2019 the UK government declared a climate emergency, Exmoor National Park followed this by declaring a Climate Emergency in October 2019. To help meet this challenge the Local plan includes policies which seek to influence, contribute and challenge development to help meet the Climate Emergency.

Policy GP1 of the Local Plan sets out that the need to consider future generations, through sustainability and resilience to climate change and adapting to and mitigating the impacts of climate change. Policy CC-S1 states that climate change mitigation will be encouraged, development which reduces demand for energy, using small scale low carbon and renewable energy, looks to situate development which avoids sites that would put wildlife at risk together with measures which avoids the risk of flooding. Policy CC-S5 seeks to support small scale renewable energy schemes that assist in contributing towards reducing greenhouse gas emissions and moving towards a carbon neutral National Park and Policy CE-S6 seeks to incorporate sustainable construction methods which future proof against climate change impacts, including flood risk.

Paragraph 148 of the National Planning Policy Framework prescribes that the planning system should support the transition to a low carbon future in a changing climate taking full account of flood risk and coastal change. It should help to: shape places in ways that contribute to radical reductions in greenhouse gas emissions, minimise vulnerability and improve resilience; encourage the reuse of existing resources, including the conversion of existing buildings; and support renewable and low carbon energy and associated infrastructure.

In terms of the present proposal, whilst there would be an impact on the climate resulting from the sourcing of construction materials and methods of the internal works, Officers consider that there would be negligible impact on the climate going forward.

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### **Human Rights**

The provisions of the Human Rights Act 1998 and Equality Act 2010 have been taken into account in reaching the recommendation contained in this report.

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### **Conclusion**

For the reasons outlined above the proposed development is considered to be acceptable and in accordance with the relevant development plan policies. The application is therefore recommended for approval subject to appropriate conditions.

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## Recommendation

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1. The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

Reason: In accordance with Section 91 of the Town and Country Planning Act 1990 (as amended).

2. The development hereby permitted shall not be carried out except in complete accordance with the submitted site plan, location plan and drawings numbered 2170A\_P01 date stamped 25/10/2022, 2170A\_P11 date stamped 28/02/2023, 2170A\_P04 D, 2170A\_P13, 2170A\_P14 and 2170A\_P12 date stamped 08/06/2023, and 2170A\_P03 G date stamped 09/06/2023 unless otherwise required by condition below.

Reason: For the avoidance of doubt and to ensure the development accords with the approved plans.

3. Prior to their installation, details of the timber cladding and joinery shall be submitted to and be approved in writing by the Local Planning Authority. Once approved the cabins shall be finished in the agreed materials and thereafter the agreed materials shall be retained in perpetuity. The details shall be submitted either in the form of detailed plans at a scale of 1:20 or through the submission of material samples.

Reason: To ensure that the character and appearance of the buildings is sympathetic to this location within the National Park.

4. The development hereby permitted shall not be used otherwise than for the provision of serviced short let holiday accommodation. No kitchen facilities shall be provided within the units at any time. The property shall not be occupied as a permanent dwelling and shall not be occupied by any person for a period exceeding 28 days in any calendar year. The owner or operator shall maintain a register of occupants for each calendar year. This shall be made available on request for inspection by any duly authorised officer of the Local Planning Authority.

Reason: To ensure that the development is occupied as serviced holiday accommodation in accordance with Policy GP1, RT-D1 and RT-S1 of the Exmoor National Park Local Plan 2011-2031

5. The holiday units hereby approved shall only be used and managed in connection with and ancillary to the property known as Blue Ball Inn and shall not be sold or operated as independent residences or separate units of holiday letting accommodation.

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Reason: To ensure that the development is occupied as serviced holiday accommodation in accordance with Policy GP1, RT-D1 and RT-S1 of the Exmoor National Park Local Plan 2011-2031

6. The development shall be carried out in accordance with the recommendations in Sections 6 & 7 as detailed in the Ecological Appraisal prepared by Lakeway Ecological Consultancy dated 8th September 2022.

Reason: To safeguard protected species and their habitats and to achieve biodiversity net gains in accordance with Policy CE-S3 of the Exmoor National Park Local Plan, natural environment objectives of the National Planning Policy Framework at Chapter 15, and to meet the statutory duties of the Wildlife and Countryside Act 1981 (as amended), Natural Environment and Rural Communities Act 2006, The Conservation of Habitats and Species Regulations 2017 (Habitats Regulations 2017).

7. Notwithstanding the provisions of the Town & Country Planning (General Permitted Development) Order 2015 (or any order revoking and re-enacting that Order with or without modification), no external lighting shall be installed on the development hereby approved unless details have first been submitted to and approved in writing by the Local Planning Authority. The external lighting shall thereafter be installed and operated fully in accordance with the approved scheme.

Reason: In the interests of visual amenity, the conservation of protected species and habitats and to protect Exmoor's dark night sky.

8. Before the development hereby permitted has progressed further than slab level, a landscaping scheme including planting of trees, shrubs, herbaceous plants and areas to be grassed shall be submitted to and approved in writing by the Local Planning Authority. The landscaping shall be carried out in the first planting season after commencement of the development, unless agreed otherwise, in writing, by the Local Planning Authority and shall be maintained for a period of 5 years, such maintenance to include the replacement of any trees or shrubs that die.

Reason: To confirm details not already clearly provided as part of the application and to aid the suitable integration of the development, in the interests of the character and appearance of the locality.

9. Before the development hereby permitted has progressed further than slab level, full details of the drainage system for the cabins, to include details of the linkage to the existing system and evidence of the capacity of the aforesaid system, shall be submitted to and be approved in writing by the Local Planning Authority.

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Reason: In the interests of public health, amenity and environmental quality and in accordance with Policy CC-D5 of the Exmoor National Park Local Plan 2011-2031

10. Before the development hereby permitted has progressed further than slab level, full details of any guttering and downpipes, including measures for the management of surface water run-off, shall be submitted to and be approved in writing by the Local Planning Authority.

Reason: In the interests of mitigating against surface water flooding in line with local planning policy

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## Informatives

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### POSITIVE & PROACTIVE STATEMENT

This Authority has a pro-active approach to the delivery of development. Early preapplication engagement is always encouraged. In accordance with the requirements of Article 35 of the Town and Country Planning (Development Management Procedure) (England) Order 2015, in determining this application, Exmoor National Park Authority has endeavoured to work positively and proactively with the agent/applicant, in line with the National Planning Policy Framework, to ensure that all relevant planning considerations have been appropriately addressed to achieve a positive outcome.

### MONITORING OF DEVELOPMENT

The applicant/developer is reminded that it is their responsibility to ensure that the requirements of each planning condition are met and that the works are undertaken in accordance with the approved plans. Any failure to meet the terms of a planning condition or work which does not accord with the approved plans leaves the applicant/developer liable to formal action being taken. The National Park Authority endeavours to monitor on site the compliance with conditions and building works. This has benefits for applicants and developers as well as the National Park. To assist with this monitoring of development the applicant/developer is requested to give at least fourteen days notice of the commencement of development to ensure that effective monitoring can be undertaken. The Planning Section can be contacted at Exmoor National Park Authority, Exmoor House, Dulverton, Somerset, TA22 9HL or by telephone on 01398 323665 or by email [plan@exmoor-nationalpark.gov.uk](mailto:plan@exmoor-nationalpark.gov.uk).

### CONDITIONS AND INFORMATIVES AND THE SUBMISSION OF FURTHER DETAILS

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Please check all the conditions and informatives attached to this Decision Notice. If there are any conditions which require submission of details and/or samples prior to work commencing on site it is vital that these are submitted and agreed in writing by the Local Planning Authority before work starts. Given the High Court's interpretation of the Planning Acts and their lawful implementation it is unlikely that the Local Planning Authority will be able to agree to a sample/details after the commencement of works if that sample/details should have been approved prior to commencement. If a sample/detail is not agreed as required prior to commencement and works have started then it is likely that this matter may only be able to be rectified by the submission of another application. To avoid delay, inconvenience and the need to submit a further application, please ensure that all appropriate details/samples are submitted and agreed at the specified time.

Please also note that due to other decisions of the High Court it is now not normally possible for the Local Planning Authority to agree to minor amendments to approved applications. It will be necessary to adopt a formal approach and that if changes to approved plans are proposed then it will be necessary to make a new planning application. Please ensure that works comply with the approved plans so as to avoid the possibility that works are unauthorised and liable for enforcement action.

### HOLIDAY ACCOMMODATION HEALTH AND SAFETY

Fire Safety and Health and Safety Law places certain duties on holiday accommodation providers. Responsible persons must comply with certain fire safety requirements such as carrying out fire risk assessments, installing smoke / carbon monoxide alarms etc. Other safety related responsibilities include ensuring electrical installations and appliances are safe for guests. General guidance is available from the gov.uk website and elsewhere online. Further advice should be obtained from a competent professional if there are any doubts about what is required.

### PRESENCE OF BATS

The applicant is advised that under the Wildlife and Countryside Act 1981 it is an offence to kill or injure bats, to disturb them when roosting, to destroy roosts or to block entrances to roosts.

If evidence of the presence of bats is found, advice should be sought immediately from Natural England on steps which can be taken to avoid contravention of the above Act.

Furthermore, if bats or a bat roost is identified a licence under the Conservation (Natural Habitats) Regulations 1994 is likely to be required before works can commence. The applicant is strongly advised to take specialist advice if bats or a bat

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roost may be present and that the contact for applying for a licence is the Licensing Officer, European Wildlife Division, Department of Environment Food and Rural Affairs, Room 1/08, Temple Quay House, 2 The Square, Temple Quay, Bristol, BS1 6EB (0117 372 8903).

### NESTING BIRDS

It is an offence under section 1 of the Wildlife and Countryside Act 1981 (as amended) to intentionally take, damage or destroy the nest of any wild bird while it is in use or being built. It is strongly recommended that any buildings or land where consent for work has been granted are checked for nesting birds prior to any work being undertaken. Where inspection is obscured i.e. Hedgerows, Ivy and in trees of dense foliage it is advised that work is scheduled for outside the nesting season i.e. not undertaken between March and August (inclusive). For further advice please contact the RSPB Southwest Regional Office 01392 432691.

### BUILDING REGULATIONS

If this development involves any building or engineering works, it is the applicant's responsibility to ensure that any consent under the Building Regulations is also obtained before work begins. For further advice contact Somerset Building Control Partnerships Building Control Unit on 0300 303 7790 or by email to [somersetBCP@sedgemoor.gov.uk](mailto:somersetBCP@sedgemoor.gov.uk)



**12.1**

## 12.2



### Committee Report

Application Number:	6/10/23/014
Registration Date:	19-Jun-2023
Target Determination Date:	09-Aug-2023
Extension of Time:	
Applicant	Ms A Larter
Agent:	Mr. T Burton, Tim Burton Planning Ltd
Case Officer:	Andrew Spiers
Site Address:	THE HORSE & CROOK, 19, High Street, DUNSTER, MINEHEAD, TA24 6SF
Proposal:	Resubmission of refused applications 6/10/21/107 and 6/10/22/102 for proposed change of use of ground floor shop to form part of single residential use of the premises.
Recommendation:	Approve with Conditions
Reason for bringing before Authority Committee:	In accordance with the Scheme of delegation as the Officer recommendation of approval is contrary to the Parish Council's view.

### Relevant History

18986 Proposed use of the ground floor of private dwellinghouse as shop Approved 02/17/1953

28224 Proposed conversion of existing dwelling and shop into two separate dwellings an Approved 02/11/1956

36093 Proposed conversion of ground floor of dwellinghouse to form shop and store Approved 10/10/1956

6/10/02/115 Change of use, shop to living accommodation on the ground floor Refused 01/07/2003

6/10/03/115 Change of use of shop to living accommodation on the ground floor (Resubmission) Approved 06/10/2003

6/10/21/107 Proposed change of use of ground floor shop to living accommodation. Refused 05/17/2021

## 12.2

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6/10/22/102 Proposed change of use of ground floor shop to living accommodation.  
Resubmission Refused 04/19/2022

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### **Site Description & Proposal**

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The property is a Grade II listed building, situated on the western side of the High Street in Dunster, quite near to the Yarn Market and within the conservation area. At present, part of the ground floor of the building leading from the single front door has an established use for retail sales, as approved under planning reference 36093 in 1956. Before then, the property appears to have been used in its entirety as a dwelling. It is logical to assume from its name that the building might once have been a public house, but Officers can find no planning history that this might be the case, so presumably this use ended some considerable time ago.

The properties in this part of the High Street all tend to be attached to those either side, creating a solid terrace of properties. Attached to the south is the Dunster Memorial Hall, which houses the Dunster Museum and Doll Collection, and also has a public hall, which is available for hire to the public. Dunster also has the Tithe Barn, to the west of the High Street, which is also a community facility and hosts a number of different events from exercise classes to monthly antique fairs.

The proposal seeks a change of use of the ground floor of the building from retail use to C3 residential use. The upper floor of the building already has C3 residential use. As will be noted in the relevant history section above, such a change of use has been applied for on a number of previous occasions and refused, generally due to a paucity of relevant information and insufficient marketing history. The present application seeks to address this matter.

No physical changes to the fabric or structure of the property are proposed; as such, there is no requirement for an application for Listed Building Consent.

The application is supported by a Planning Statement; a Flood Risk Assessment; a Foul Sewage Assessment; a Sustainable Drainage Statement; a Landscape Assessment; marketing details from Estate Agents; and a Sustainability Appraisal.

The Planning Statement submitted with the application states that marketing has been undertaken for a period of more than twelve months and with two Estate Agents. Only one individual showed interest in the property in its present situation, but failed to secure a mortgage to purchase the property, as it was considered by the lender that the retail element was not a financially viable proposition.

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### **Consultee Representations**

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**Dunster Parish Council** – Dunster Parish Council feel this should be kept as retail as it is on the High Street and feel other may wish to follow suit if planning permission is granted resulting in a failing High Street.

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**Somerset Council** - Highways Authority – No observations

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### **Representations**

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No letters of representation have received.

### **Policy Context**

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#### **Exmoor National Park Local Plan (Including Minerals and waste policies) 2011-2031**

GP1 General Policy: Achieving National Park Purposes and Sustainable Development  
CE-S1 Landscape and Seascape Character  
CE-D1 Protecting Exmoor's Landscapes and Seascapes  
CE-S2 Protecting Exmoor's Dark Night Sky  
CE-S3 Biodiversity and Green Infrastructure  
CE-S4 Cultural Heritage and Historic Environment  
CE-D3 Conserving Heritage Assets  
CE-D6 Shopfronts  
HC-S1 Housing  
HC-D1 Vacant Buildings in Settlements  
HC-D2 Conversions to Dwellings in Settlements  
SE-S1 A Sustainable Exmoor Economy  
SE-D2 Safeguarding Existing Employment Land and Buildings  
RT-S1 Recreation and Tourism

The National Planning Policy Framework (NPPF) is also a material planning consideration.

### **Planning Considerations**

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The issues to consider in this case are the principle of development, and the possible effects on the character and appearance of the listed building and conservation area, and the effect on the retail and tourism offer on Dunster High Street.

### **Background**

The site has been subject to two previous planning applications for the same proposal. Planning reference 6/10/21/107 was refused in May 2021 for the following reasons:

*The proposed development will result in the loss of a retail unit without an alternative employment/commercial use being provided. The application does not provide sufficient evidence to demonstrate there is no longer a need for the facility in the longer term, that a suitable replacement facility is provided nor that the premises cannot be made viable as a retail unit. Given the finite supply of employment/commercial land or buildings within the National Park, in the absence of*

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*evidence to support the non-viability of the unit, the proposed loss of the retail unit, which is a commercial service and employment generator, is considered to be contrary to policies HC-D19 and SE-D2 of the Exmoor National Park Local Plan 2011-2031.'*

Planning reference 6/10/22/102 was refused in 2022 for the same reasons.

These previous applications were refused due to not enough justification had been made to support the change of use and therefore the proposal was contrary to policies HC-D19 and SE-D2 of the Exmoor National Park Local Plan.

### **Principle of Development**

At the centre of this case, and in policy terms, Policy SE-D2 (Safeguarding Existing Employment Land and Buildings) of the Exmoor National Park Local Plan is crucial. The policy reads as follows:

*'1. Development proposals that would involve the loss of employment land and/or buildings will not be permitted unless it can be demonstrated that the site and/or buildings cannot be continued or made viable in the longer term. Applicants will be required to provide detailed evidence to justify their proposals and demonstrate that:*

- a) all available opportunities of grant funding and financial support to help retain the employment use(s) have been fully explored and none are viable; and*
- b) reasonable marketing of the site and/or building(s) for employment uses for a minimum period of 12 consecutive months has occurred.*

*2. If it is demonstrated that the site and/or buildings are no longer viable in employment use, the following will be required:*

- a) in the first instance, provision for employment-generating uses will be maintained on the remaining part of the site/in the building, or*
- b) alternative provision will be provided on another suitable site(s)/building(s) under the control of the applicant and in the locality or where it can be demonstrated that this is not possible, elsewhere in the National Park.*
- c) If it can be demonstrated that (a) or (b) are not possible, the reuse/redevelopment of the site for community uses will be favoured.*
- d) If it is demonstrated that the alternative uses in clauses (a) to (c) are not viable, proposals for residential development will be considered in accordance with the relevant housing policies in the Plan.*

*3. In respect of 2b) above, planning conditions or obligations will be used to ensure that the alternative provision is secured at an appropriate time in relation to the redevelopment of the site/building.'*

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In response to these points, the applicant has undertaken research which has indicated that there is no financial support available to retail businesses in this area. The applicant has also marketed the site for employment uses for more than twelve months consecutively; the property has been advertised as a retail use with residential accommodation above at a realistic asking price value continuously since September 2020. Details of the level of marketing, with evidence of same, have been submitted with the application, and Officers are satisfied that the evidence is sound. There was only one indication of any serious interest, which didn't progress as it was reported that the interested party was unable to obtain a mortgage as lenders considered the proposal to be a poor investment. The prospective purchaser was not able to demonstrate viability of business to obtain a mortgage and withdrew. No enquiries have been received at all since January 2023. This is a considerable period of time, longer than the amount of marketing time which was considered as part of the previous applications.

The retail element of the building is a single room on the ground floor. The applicant resides in the rest of the building and hasn't suggested that additional space could be used for retail space, nor that this would make this element of the business more viable. Also due to the layout of the building, which is discussed below, not is it considered practicable. There is no other land in the applicant's control that could be used for an employment generating use. Officers are content that no further land or space is available that could genuinely be considered available.

It is noted that there has been no demand expressed for a community use because of the marketing of the property. This matter is further discussed later in this report. In any case, Officers note that Dunster is well served by such facilities. The operation of the current retail element cannot be operated independently from the residential use as it is not possible to access the first-floor accommodation other than through the 'shop'. The building was designed as a dwelling and since the change of use in the 1950s the retail business has been operating from what is in effect the front room of the house. The front door to building serves both the shop and the retail accommodation. Its suitability for community use is therefore precluded as any use could only reasonably be operated by the residential occupier of the building.

With regard to Policy HC-D19 (Safeguarding Local Commercial Services and Community Facilities, the marketing as outlined within the proposal has demonstrated that there is no longer a demand for retail use within the building and a need for other permitted uses or other services and facilities has been explored and no such use is required, again removing the possibility of any non-residential use of the room.

The shop is housed within a listed building which was designed as a dwelling and therefore, there is a lack of separation between the residential and retail areas (to access the residential accommodation requires walking through the shop space) This severely limits its suitability for other uses. Subdivision would be difficult and undesirable in terms of its impact on the building's historic form and fabric. Officers

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consider this aspect to be extremely important; the present proposal would result in no works whatsoever to the historic fabric of the listed building.

Having considered the evidence carefully, Officers are satisfied that the applicant has provided sufficient evidence of the marketing of the property in its present form, and the lack of success in that matter. The property has been marketed at what appears to be a realistic price, and no successful outcome has been achieved.

Officers are very cognisant of the fact that, as highlighted by the applicant, the only retail element of the building is what was once 'the front room'; this is a fairly small retail space, and it is likely that most modern retail enterprises would require a larger space.

Also, of importance in this case is the immediate proximity of the Dunster Memorial Hall, which provides for private hire facilities and community facility, thus considered to meet the current needs of the community together with other facilities such as the Tithe Barn.

As such, Officers would contend that sufficient levels of marketing have been carried out to prove that there is no market demand for the property in its present circumstance and that the principle of development here is acceptable and in accordance with relevant policy.

### **Impact upon the listed building and the conservation area**

Policy CE-D3 states that development proposals that affect a heritage asset and its setting should demonstrate a positive contribution to the setting through sensitive design and siting; should promote the understanding and enjoyment of the heritage asset and its setting or better reveal its significance and appreciation of the setting; and avoid unacceptable adverse effects and cumulative visual effects that would impact on the setting.

The property appears to have been used as a C3 residential dwelling for a greater part of its existence, and its frontage still shows these origins; the building does not have a traditional shop frontage, but instead presents a residential façade. It should also be noted that no physical changes to the building, inside or out, are proposed. As such, Officers would contend that the proposal is fully in accordance with policies CE-S4 and CE-D3 of the Local Plan.

### **Other Matters**

Officers note the comments of the Parish Council but would contend that due to the particular circumstances surrounding this property, and the fact that any application should be judged on its own merits, it is considered that no precedent would be set and the loss of this very small retail unit would not result in a significant impact on the viability of the High Street.

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## 12.2

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In summary, Officers would recommend that, due to the particular issues raised within this report, the change of use proposed would not have an unacceptably negative effect on either the viability and vitality of the High Street, or on the listed building and surrounding conservation area.

### **Climate Change**

In May 2019 the UK government declared a climate emergency, Exmoor National Park followed this by declaring a Climate Emergency in October 2019. To help meet this challenge the Local plan includes policies which seek to influence, contribute and challenge development to help meet the Climate Emergency.

Policy GP1 of the Local Plan sets out that the need to consider future generations, through sustainability and resilience to climate change and adapting to and mitigating the impacts of climate change. Policy CC-S1 states that climate change mitigation will be encouraged, development which reduces demand for energy, using small scale low carbon and renewable energy, looks to situate development which avoids sites that would put wildlife at risk together with measures which avoids the risk of flooding. Policy CC-S5 seeks to support small scale renewable energy schemes that assist in contributing towards reducing greenhouse gas emissions and moving towards a carbon neutral National Park and Policy CE-S6 seeks to incorporate sustainable construction methods which future proof against climate change impacts, including flood risk.

Paragraph 152 of the National Planning Policy Framework prescribes that the planning system should support the transition to a low carbon future in a changing climate taking full account of flood risk and coastal change. It should help to: shape places in ways that contribute to radical reductions in greenhouse gas emissions, minimise vulnerability and improve resilience; encourage the reuse of existing resources, including the conversion of existing buildings; and support renewable and low carbon energy and associated infrastructure.

As the proposal contains no physical development whatsoever, there would be no impact on climate change. Officers consider that the impact on the climate resulting from the change of use would not be such that the application should be refused.

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### **Human Rights**

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The provisions of the Human Rights Act 1998 and Equality Act 2010 have been taken into account in reaching the recommendation contained in this report.

### **Conclusion**

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## 12.2

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This proposal has shown, by marketing and other measures, that the retail space contained within this property is no longer a viable option, and that the proposal is considered to comply with the local plan. As such, Officers recommend that the application be approved, subject to strict conformity with the conditions and informative noted below.

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### **Recommendation**

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Planning permission is approved subject to the following conditions:

- 1) The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

Reason: In accordance with Section 91 of the Town and Country Planning Act 1990 (as amended).

- 2) The development hereby permitted shall not be carried out except in complete accordance with the submitted site plan, location plan and drawings numbered PP12233383v1 and 1360/1 date stamped 19/06/2023 unless otherwise required by condition below.

Reason: For the avoidance of doubt and to ensure the development accords with the approved plans.

- 3) The present retail area now permitted to be used as residential space shall be used only in connection with the host property and shall not be sold, rented or used separately.

Reason: To ensure that the property retains use as a single planning unit.

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### **Informatives**

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#### **Positive and Proactive Statement**

This Authority has a pro-active approach to the delivery of development. Early pre-application engagement is always encouraged. In accordance with the requirements of Paragraph 38 of the Town and Country Planning (Development Management Procedure) (England) Order 2015, in determining this application, Exmoor National Park Authority has endeavoured to work positively and proactively with the applicant, in line with the National Planning Policy Framework, to ensure that all relevant planning considerations have been appropriately addressed to try and achieve a positive outcome.

#### **Monitoring of Development**

## 12.2

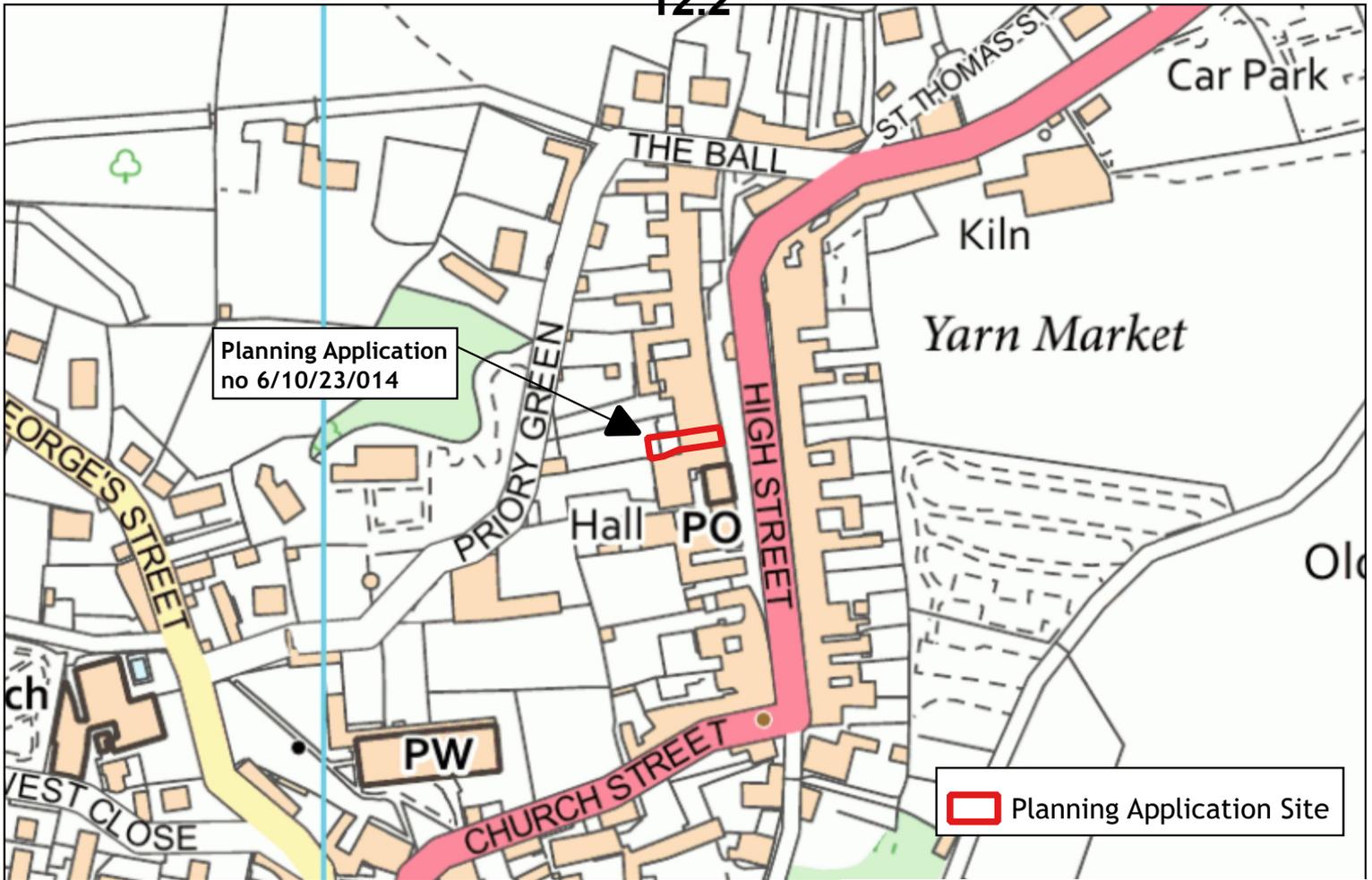
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The applicant/developer is reminded that it is their responsibility to ensure that the requirements of each planning condition are met and that the works are undertaken in accordance with the approved plans. Any failure to meet the terms of a planning condition or work which does not accord with the approved plans leaves the applicant/developer liable to formal action being taken. The National Park Authority endeavours to monitor on site the compliance with conditions and building works. This has benefits for applicants and developers as well as the National Park. To assist with this monitoring of development the applicant/developer is requested to give at least fourteen days notice of the commencement of development to ensure that effective monitoring can be undertaken. The Planning Section can be contacted at Exmoor National Park Authority, Exmoor House, Dulverton, Somerset, TA22 9HL or by telephone on 01398 323665 or by email [plan@exmoor-nationalpark.gov.uk](mailto:plan@exmoor-nationalpark.gov.uk).

### **Conditions and Informatives and the Submission of Further Details**

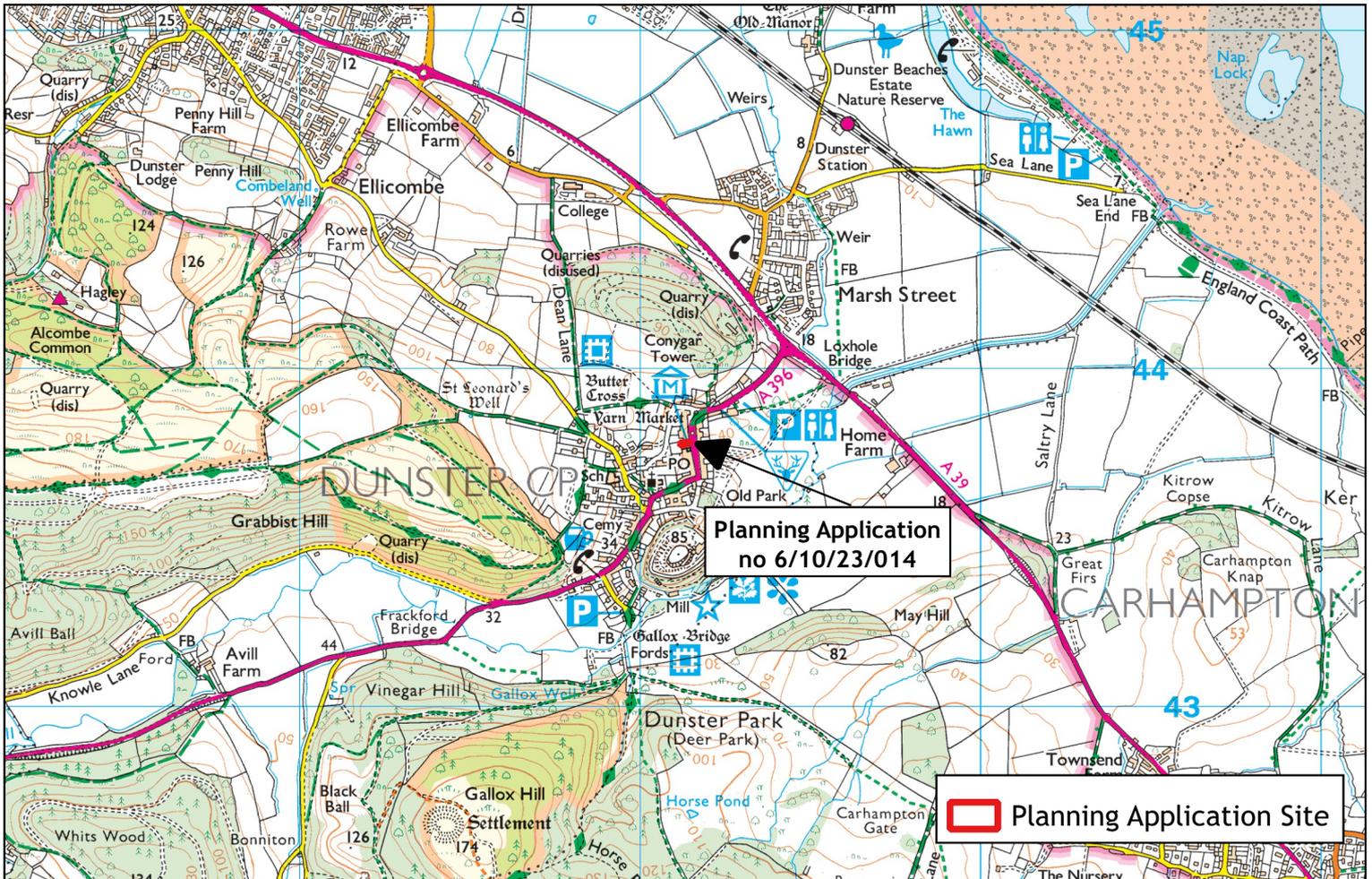
Please check all the conditions and informatives attached to this Decision Notice. If there are any conditions which require submission of details and/or samples prior to work commencing on site it is vital that these are submitted and agreed in writing by the Local Planning Authority before work starts. Given the High Court's interpretation of the Planning Acts and their lawful implementation it is unlikely that the Local Planning Authority will be able to agree to a sample/details after the commencement of works if that sample/details should have been approved prior to commencement. If a sample/detail is not agreed as required prior to commencement and works have started then it is likely that this matter may only be able to be rectified by the submission of another application. To avoid delay, inconvenience and the need to submit a further application, please ensure that all appropriate details/samples are submitted and agreed at the specified time.

Please also note that due to other decisions of the High Court it is now not normally possible for the Local Planning Authority to agree to minor amendments to approved applications. It will be necessary to adopt a formal approach and that if changes to approved plans are proposed then it will be necessary to make a new planning application. Please ensure that works comply with the approved plans so as to avoid the possibility that works are unauthorised and liable for enforcement action.



Site Map  
Scale 1:2,500

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Overview Map  
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# 12.3



## Committee Report

Application Number:	6/3/23/007
Registration Date:	20-June-2023
Determination Date:	11-August-2023
Applicant:	Mrs. S Luxton
Agent:	Mr. A Elston, Architectural Studio SW Ltd.
Case Officer:	Joseph Rose
Site Address:	Land at Bryants Hill, Brompton Regis, Dulverton
Proposal:	Proposed erection of an agricultural building (13.5m x 9.3m)
Recommendation:	Refusal.
Reason for bringing before Authority Committee:	This application is brought before Committee in accordance with the Approved Scheme of Delegation because the recommendation of the Officer is contrary to the recommendation of Brompton Regis Parish Council, who support the application

### Relevant History

None Relevant

### Site Description & Proposal

#### Site Description:

The application site is located on the eastern edge of Brompton Regis directly adjacent to Bryant's Hill highway boundary. The site is situated within the eastern field in the northern corner on a level parcel of agricultural land that forms part of a collection of agricultural fields totaling approximately 15 acres. Access to the site is via an unmade track and field gate off Bryant's Hill. The site is primarily rough grassland and ruderals bounded by a hedge and tree line to the north and native hedges to the east.

#### Proposal:

This application seeks permission to erect an agricultural building to be used in conjunction with the adjacent 15-acre land under the applicant's ownership. The primary reason for the building is to provide the necessary storage for machinery, to maintain the land, along with areas for dry storage for agricultural purposes, such as hay. The secondary reason for the proposed building is to provide an area where

## 12.3

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rainwater can be collected and reused on the site, avoiding the need to transport water to the site from elsewhere.

The eave height of the proposed building is 4.7m which allows for tractor height clearance, along with a ridge height of 6m. In order to further screen the site, a section of beech hedge planting is proposed to the south of the site.

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### Consultee Representations

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#### **ENPA Wildlife Conservation Officer – No Objection:**

I undertook a site visit alongside the planning officer on 25 July 2023.

The proposed building will sit on an area of rough grassland and ruderals, which whilst not rare or particularly species-rich provides some ecological interest compared to the rest of the field. The mature hedgerows bounding the site are really positive, will be retained and must be protected. I note further hedgerow planting is proposed which is good.

The development will result in the loss of a small area (around 0.05ha) of rough grassland with bare ground and ruderals. This provides some limited opportunities for protected and priority species including widespread reptiles and mammals such as badger and hedgehog which may use the site in combination with other opportunities in the local area. Individuals of these species need to be protected from harm during work, though the loss of this habitat is very unlikely to affect the conservation status of any species given its size and context.

I recommend:

- Precautionary methods of work with particular consideration of reptiles and mammals during initial site clearance and construction – I suggest this is secured by way of condition requiring the submission of an ecological mitigation strategy prior to the start of works.
- The standard condition with respect to nesting birds.
- Protection of retained hedgerows (please discuss this with our woodlands officer).
- Compensation for the loss of rough grassland through the provision of similar habitat on site – would the applicant consider a wider field margin alongside either the northern or eastern hedgerow bounding the wider field? Can this be conditioned as it is outside the redline boundary?
- Further enhancement in the form of three swallow nest cups installed inside the barn, in a sheltered position inside the eastern elevation.

#### **Brompton Regis Parish Council – Support:**

The application is supported as it is in keeping with ENPA planning policy and if approved would have environmental benefits.

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## Representations

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Exmoor National Park Planning Authority has received no letters from local residents in respect of the proposals at Land at Bryant's Hill.

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## Policy Context

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### **Exmoor National Park Local Plan 2011-2031 (inclusive of minerals and waste policies):**

GP1 – Achieving National Park Purposes and Sustainable Development  
GP4 – The Efficient Use of Land and Buildings  
CE-S1 – Landscape and Seascape Character  
CE-D1 – Protecting Exmoor's Landscape and Seascape  
CE-S2 – Protecting Exmoor's Dark Night Sky  
CE-S3 – Biodiversity and Green Infrastructure  
CE-D2 – Green Infrastructure Provision  
CE-S6 – Design and Sustainable Construction Principles  
CC-S1 – Climate Change Mitigation and Adaptation  
CC-D2 – Water Conservation  
CC-S5 – Low Carbon and Renewable Energy Development  
SE-S4 – Agricultural and Forestry Development

The National Planning Policy Framework (NPPF) is also a material planning consideration for all applications.

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## Planning Considerations

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The main planning considerations for this proposal are the principle of the development, siting & design, and climate change.

### **The Principle of the Development**

The primary aspect of this application is to erect an agricultural building to be used in conjunction with the adjacent 15-acre land under the applicant's ownership. The primary reason for the building is to provide the necessary storage for machinery, to maintain the land, along with areas for dry storage for agricultural purposes, such as hay. The secondary reason for the proposed building is to provide an area where rainwater can be collected and reused on the site.

Policy SE-S4 outlines under point 1c, that permission will be granted for new buildings and structures required for agricultural purposes where the site is related physically and functionally to existing buildings associated with the business. Furthermore, point 2 of policy SE-S4 outlines that new isolated buildings will not be permitted unless it can be demonstrated that there are exceptional circumstances relating to an overriding

## 12.3

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functional need for the more isolated location and where they do not replace an existing agricultural building that have been subdivided away from the holding.

In response to the specified policy requirements, the planning agent has taken various factors into account, including existing site access, on-site screening and land topography and has clarified that the barn would be utilized in conjunction with the adjacent 15 acres of land owned by the applicant. However, the agent has also suggested that the site has been separated from the applicants agricultural holding and therefore the new building would allow for machinery and hay to be stored on site, which raises the question as to whether the proposed building will replace an existing building that has been separated from the holding in contradiction to policy SE-S4.

Despite these explanations, ENPA remains unconvinced that the application adequately demonstrates a compelling functional necessity for placing the barn in this isolated location. The information provided also lacks clarity concerning the full extent of the applicant's land ownership and farming operations. The location plan only depicts a small portion of the applicant's land, making it difficult to determine whether the suggested location is optimal and leaving it uncertain as to whether an alternative site under the applicant's ownership might be better suited and more closely connected to existing structures, thus reducing the barns isolation.

Furthermore, the application doesn't provide any evidence as to whether or not the proposed agricultural building will serve as a replacement for a previously separated structure from the applicant's holding, whilst the details submitted could imply this. Moreover, there is a lack certainty surrounding what farmland has been sub-divided and when exactly this has taken place, which is necessary to have a clearer understanding.

As a result, the ENPA are not convinced that firstly the agricultural building is required as so little information has been given to the agricultural business taking place on the site and secondly, based on the information provided it would appear that the proposed building would seek to replace a previous building which has been separated from the applicants holding. Without further clarification and explanation officers consider that the proposal would be contrary to policy SE-S4 of the Exmoor Local Plan.

### **Siting & Design**

Policy CE-S6 (Design and Sustainable Construction Principles) of the local plan outlines that development proposals should deliver high quality sustainable designs that conserve and enhance the local identity and distinctiveness of Exmoor's built environment and that all new build development should positively contribute in terms of siting, massing, scale, height, orientation density and layout. Additionally, policy SE-S4 also outlines that new agricultural buildings should be well related physically and functionally to existing buildings associated with the business.

In this instance, as previously mentioned, ENPA is unconvinced, based upon a visual inspection of the site and based upon the local plan policies, that the suggested barn's placement is the most suitable. This is due to its isolation from any other structures within the open countryside. While the application acknowledges factors like existing site access, on-site screening from trees, and the land's topography, it remains the

## 12.3

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viewpoint that even with the proposed planting, the barn's projected height of 6m will remain prominently visible from the road when heading north along Bryant's Hill. This visibility concern persists despite the anticipated planting, as the barn's height will exceed that of the roadside hedgerow to the east of the proposed barn.

Regarding materials, the utilisation of waney edge timber cladding is viewed positively in alignment with policy CE-S6 which emphasises that new construction should harmonise with the local context by employing traditional, sustainable, and natural building materials. The choice of timber is not only visually appealing but also aligns with sustainability principles. The incorporation of waney edge style, which maintains the wood's natural appearance, is specifically praised as it will undoubtedly enhance the building's natural aesthetic in accordance with the national parks policies.

Additionally, for the barn's roof, corrugated fiber cement sheets are proposed. This roofing material is commonly associated with agricultural structures and is thus deemed acceptable under policy CE-S6.

### **Climate Change**

In May 2019 the UK government declared a climate emergency, Exmoor National Park followed this by declaring a Climate Emergency in October 2019. To help meet this challenge the Local plan includes policies which seek to influence, contribute and challenge development to help meet the Climate Emergency.

Paragraph 148 of the National Planning Policy Framework prescribes that the planning system should support the transition to a low carbon future in a changing climate taking full account of flood risk and coastal change. It should help to: shape places in ways that contribute to radical reductions in greenhouse gas emissions, minimise vulnerability and improve resilience; encourage the reuse of existing resources, including the conversion of existing buildings; and support renewable and low carbon energy and associated infrastructure.

Regarding climate change, the proposal does boast favorable elements, notably the inclusion of three water collection tanks. These tanks will gather water runoff from the barn's roof, a feature aligned with policies CC-S1 (Climate Change Mitigation and Adaptation) and CC-D2 (Water Conservation) from the Local Plan. These policies prioritise climate change mitigation through sustainable and efficient water management, including water conservation measures and outline that development proposals should demonstrate how water conservation measures will be incorporated in their proposals and how demand for water will be minimised through the reuse of rainwater. Furthermore, the use of natural and sustainable building materials and the additionally proposed planting are considered to have a positive impact upon wider climate change targets.

Policy CC-S1 also specifies that development should not be permitted on sites that put wildlife at risk. As outlined by ENPA's Wildlife Conservation Officer, the proposed building will sit on an area of rough grassland and ruderals, of which are not rare or particularly species rich, but does provide some ecological interest compared to the remainder of the field and as such several precautionary and mitigation measures were recommended. However, given that it is recommended that the applicant looks at

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alternative sites to host the proposed barn, favorable consideration will be given to such sites that will not result in the loss of rough grassland and ruderals.

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### **Human Rights**

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The provisions of the Human Rights Act 1998 and Equality Act 2010 have been taken into account in reaching the recommendation contained in this report.

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### **Conclusion**

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Taking into account the issues noted above and all other relevant material considerations, it is concluded that the proposals are contrary to the policies outlined within the Exmoor National Park Local Plan 2011-2031. While it is noted that the scheme will incorporate rainfall harvesting and include sustainable, traditional materials, particularly the use of Waney edge timber, these collectively are not considered to outweigh the concerns raised regarding the lack of information for the agricultural need for the building and its isolated location. As such, the case-officer recommends that planning permission be refused in accordance with the reasons as set out below.

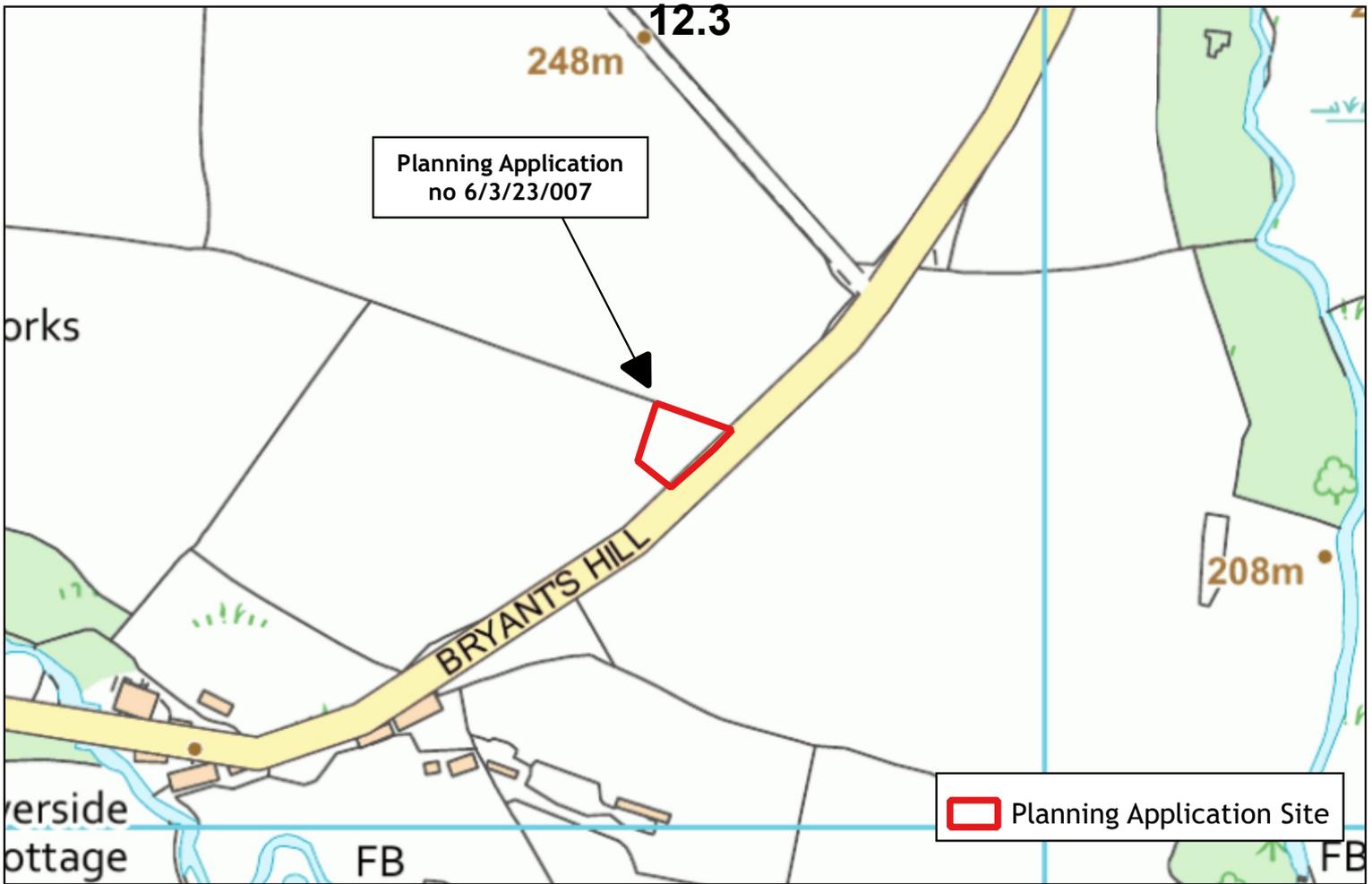
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### **Recommendation**

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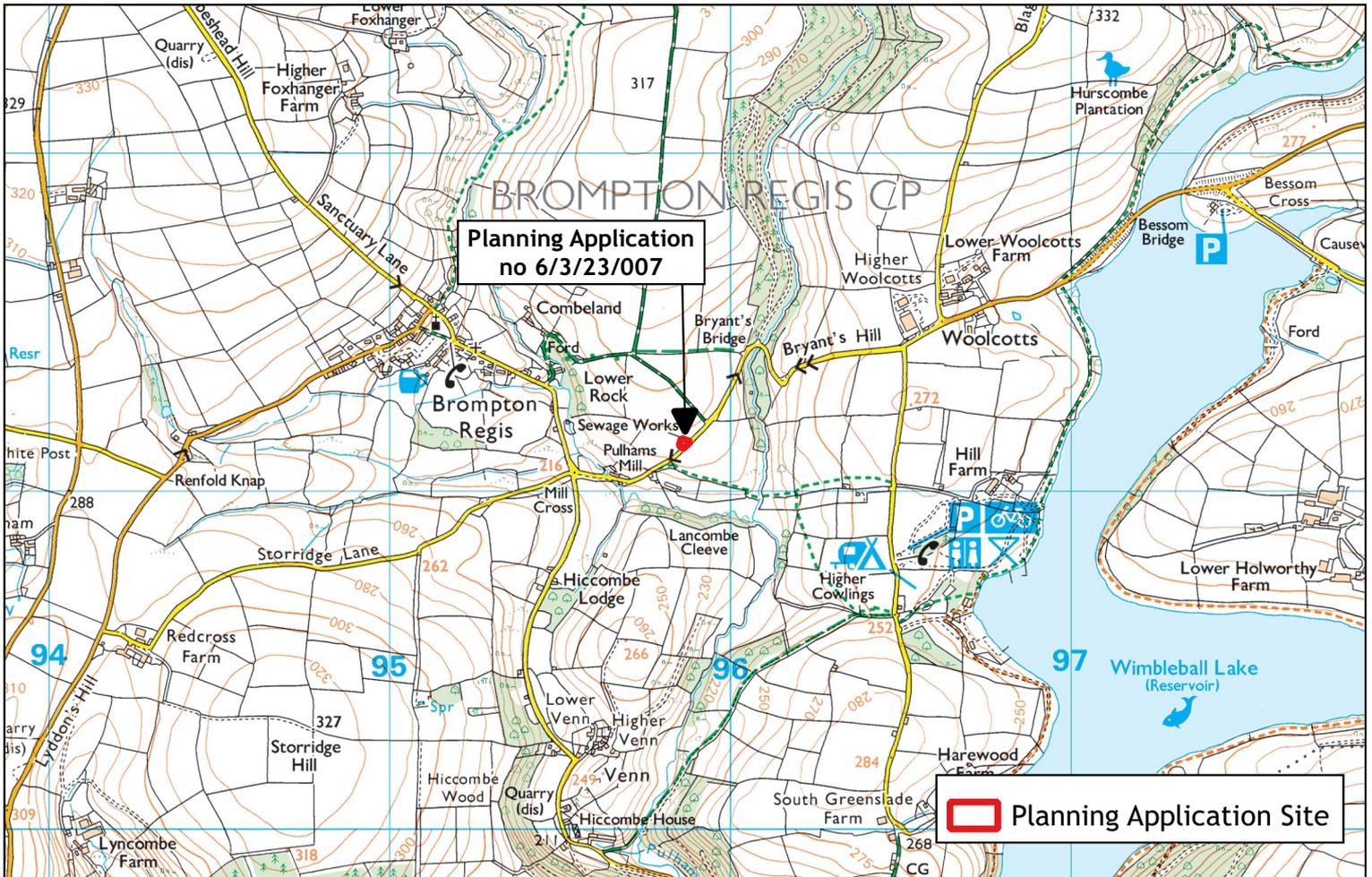
Planning permission be refused for the following reasons:

The application fails to adequately demonstrate the agricultural need for the proposed building, which by virtue of its siting and isolated location is considered to have a detrimental impact upon the wider landscape and is therefore contrary to policies CE-S1, CE-D1 & SE-S4 of the Exmoor Local Plan 2011 – 2031.



Site Map  
Scale 1:2,500

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Overview Map  
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# 12.4



## Committee Report

Application Number:	62/41/23/016LB
Registration Date:	02-Jun-2023
Target Determination Date:	25-Jul-2023
Extension of Time:	
Applicant	Mr D Day-Robinson
Agent:	Mr. W Bowden
Case Officer:	Dean Kinsella
Site Address:	HILLSIDE HOUSE, 22, WATERSMEET ROAD, LYNMOUTH, EX35 6EP
Proposal:	Listed Building Consent for the proposed alterations to windows, roof, heating and electrical systems, internal areas and removal of oil tank.
Recommendation:	Approve with conditions
Reason for bringing before Authority Committee:	In accordance with the Scheme of delegation as the applicant is a member of staff for the Authority the application should be considered by the planning committee.

### Relevant History

62/41/22/035 Proposed change of use of commercial bed and breakfast to domestic dwellinghouse - Approved with Conditions - 02/08/2023

### Site Description & Proposal

The application site is located within the settlement of Lynmouth off of Watersmeet Road. Hillside House is a grade II listed building dwellinghouse of late eighteenth-century house with a mid to late nineteenth century addition on left hand side. The house is set on a high plinth a storey height above the road, supported by a retaining wall with slate steps down to road level with traditional cast-iron spear-headed railings and gate.

The application seeks a number of internal & external changes to the general layout of the dwelling. These works include external alterations to:

- Remove existing oil tank and make good
- Repair slate steps where necessary

## 12.4

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- Replace modern concrete terrace paving with reconstituted slate slabs to provide a non-slip finish, colour match slabs to steps.
  - Repair railings and gate
  - Remove cement render and replace with lime render and limewash
  - Form new gateway to rear boundary wall and install new solid boarded timber gate.
  - General renovation of existing timber windows
  - Replacement of existing Upvc windows with new timber window
  - Remove Upvc roof glazing and replace with new Lonsdale or similar double glazed system. Lead grey top cappings.
  - Secondary Glazing throughout the property.

Internally the following works are proposed:

- main external wall beam bearing onto masonry kitchen wall to be removed and replace with 2no steel beams. Clad beams in expanded metal and plaster in to match walls.
- masonry walls buttressing effect on the rear retaining wall and remove wall in its entirety or retain small buttress if necessary.
- Timber ground floors - Lift boards and insulate with Rockwool or similar retained in netlon or similar breathable sheeting secured to joist sides. Replace damaged board with boards to match.
- Break out existing ground floor concrete floors and install min 100mm insulation and DPM. Seal DPM to external walls with double row of Monarperm or similar double-sided adhesive tape. New concrete slab, underfloor heating in screed and slate finish.
- Lift boards to replace wiring and plumbing, replace broken or missing original boards with matching boards.
- Remove modern dado rails on first floor landing and make good lime plaster.
- Hallway/staircase - Remove door and modern partition, make good and install new partition re-using door. Make good staircase and install balustrade and swept handrail to match first floor landing.
- New timber partition in Utility to form a new Study Room accessed via a bookcase Jib door from the Dining Room.
- Rear first floor bedroom – remove modern shower room partition and make good to reinstate bedroom to original form.

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### Consultee Representations

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**ENPA Historic Buildings Officer** - The building dates from the late eighteenth century. It is grade II listed and lies within Lynmouth Conservation Area. The building has been subject to some unsympathetic works during the 20th century. I have provided some pre-app advice including a site visit. The majority of the proposed works relate to these recent alterations and are not controversial. The main element which could be seen as contentious is the creation of a door between the dining room and the proposed study. Given the beneficial aspects of other aspects of the proposal

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and the minor loss of historic fabric this does not cause me any significant concern. Subject to approval please apply a condition requiring approval of a sample of the floor finishes to the areas of the ground floor which are to be concreted. There will also need to be a condition for the approval of a sample the paving to the front.

**Lynton & Lynmouth Town Council** – No objection subject to the Historic Buildings Officers being content with the proposal.

**Assistant Woodlands Officer** - I have no objections to the above application.

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### Representations

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None Received

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### Policy Context

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#### **Exmoor National Park Local Plan 2011 – 2031 (including minerals and waste policies)**

GP1 - Achieving National Park Purposes and Sustainable Development  
CE-S1 – Landscape and Seascape Character  
CE-D1 - Protecting Exmoor’s Landscape and Seascape  
CE-S4 – Cultural Heritage and Historic Environment  
CE-D3 – Conserving Heritage Assets  
CE-S6 – Design and Sustainable construction principles  
CC-S1 – Climate Change Mitigation and Adaption

#### **Lynton & Lynmouth Neighbourhood Plan 2013 - 2028**

A Listed Building application and proposed works must be considered under the Planning (Listed Buildings and Conservation Areas) Act 1990. In particular regard under Section 16, the Local Planning Authority has a statutory duty to have special regard to the desirability of preserving the building or its setting or any features of special architectural interest which it possesses.

The National Planning Policy Framework (NPPF) is also a material planning consideration.

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### Planning Considerations

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Section 16 of the Planning (Listed Buildings and Conservation Areas) Act 1990, in considering whether to grant listed building consent for any works, states that special regard to the desirability of preserving the building or its setting or any features of

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special architectural or historic interest which it possesses should be given. Considerable importance and weight have to be attached to Section 16 Duty.

Section 16 of the NPPF 2021 at Paragraph 194 states: 'In determining applications, local planning authorities should require an applicant to describe the significance of any heritage assets affected, including any contribution made by their setting. The level of detail should be proportionate to the assets' importance and no more than is sufficient to understand the potential impact of the proposal on their significance. As a minimum the relevant historic environment record should have been consulted and the heritage assets assessed using appropriate expertise where necessary. Where a site on which development is proposed includes, or has the potential to include, heritage assets with archaeological interest, local planning authorities should require developers to submit an appropriate desk-based assessment and, where necessary, a field evaluation'.

Paragraph 196 of the NPPF 2021 goes on to state that 'Local planning authorities should identify and assess the particular significance of any heritage asset that may be affected by a proposal (including by development affecting the setting of a heritage asset) taking account of the available evidence and any necessary expertise. They should take this into account when considering the impact of a proposal on a heritage asset, to avoid or minimise any conflict between the heritage asset's conservation and any aspect of the proposal.'

Policy CE-S4 relates to cultural heritage and the historic environment and states that Exmoor National Park's local distinctiveness, cultural heritage, and historic environment, will be conserved and enhanced to ensure that present and future generations can increase their knowledge, awareness and enjoyment of these special qualities and that development proposals affecting heritage assets and their settings, will be considered in a manner appropriate to their significance.

In addition, Policy CE-D3 states that development proposals that affect a heritage asset and its setting should demonstrate a) a positive contribution to the setting through sensitive design and siting; b) promote the understanding and enjoyment of the heritage asset and its setting or better reveal its significance and appreciation of the setting; and c) avoid unacceptable adverse effects and cumulative visual effects that would impact on the setting.

During the course of the application revised plans were received which sought to provide details of secondary glazing throughout the development.

The Historic Buildings Officer has commented on the application raising no objection to the scheme. The Historic Buildings Officer has raised some concern regarding the creation of a door between the dining room and the proposed study, as this would see the loss of historic fabric within the building. This weighed against granting consent for the works. However, when considering the positive changes being proposed the

## 12.4

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Historic Buildings Officer concluded that the harm was out weighed by the benefits of the scheme.

The proposed works are predominantly internal with the removal of modern additions to the property during the time the building was used as a Bed & Breakfast.

Externally the works include the remove the existing oil tank that is to be replaced by a modern electric heating system. The area of the site where the oil tank is removed will be made good. The existing tank sits to the front of the property and its removal is considered an improvement to the character and appearance of this Listed Building.

It is also proposed to improve the insulation by underdrawing the existing roof with insulated plasterboard, horizontal ceilings and floors will be insulated.

The windows to the property will also be either renovated or replaced. The replacement of windows will be kept to those which cannot be repaired or where it replaces an existing upvc window. An existing upvc window serving the stairs will be replaced with a butt jointed timber window. Joinery details have been submitted with the application and are considered acceptable.

Overall, the works to the existing windows and the replacement of a window are considered acceptable and will improve the appearance and character of the Listed Building.

Further works are proposed remove an existing Upvc roof glazing and replaced with a new double glazed timber system with lead finishing. Again, this is seen by officers as an improvement to the overall character and appearance of the Listed Building.

The application also seeks to install a small gateway through the stone boundary wall meaning a means escape would be possible in the event of fire. This minor intervention into a wall enclosing the curtilage of the property is not considered to provide a significant detrimental impact.

The final works to the property include the removal of the existing B&B Fire detection system and its replacement with a new mains linked system to meet current Building Regulations for this domestic situation.

Overall the proposed works are considered to reverse a number of unfortunate additions or alterations to the property over the previous years. None of the works were considered to impact on surrounding dwellings and the external impacts of the development were considered to improve the character and appearance of the dwelling. The works are considered to accord with the local plan and policies CE-S4 & CE-D3 in particular as well as complying with NPPF.

### **Climate Emergency**

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In May 2019 the UK government declared a climate emergency, Exmoor National Park followed this by declaring a Climate Emergency in October 2019. To help meet this challenge the Local plan includes policies which seek to influence, contribute and challenge development to help meet the Climate Emergency. GP1 'Achieving National Park Purposes and Sustainable Development' Sets out that the need to consider future generations, through sustainability and resilience to climate change and adapting to and mitigating the impacts of climate change. Policy CC-S1 'Climate Change Mitigation and Adaption' states that climate change mitigation will be encouraged, development which reduces demand for energy, using small scale low carbon and renewable energy, looks to situate development which avoids sites that would put wildlife at risk together with measures which avoids the risk of flooding. Furthermore, Policy CC-S5 'Low Carbon and Renewable Energy Development' seeks to support small scale renewable energy schemes that assist in contributing towards reducing greenhouse gas emissions and moving towards a carbon neutral National Park and policy CE-S6 'Design and Sustainable Construction Principles' seeks to incorporate sustainable construction methods which future proof against climate change impacts, including flood risk.

Paragraph 152 of the National Planning Policy Framework requires that "the planning system should support the transition to a low carbon future in a changing climate taking full account of flood risk and coastal change. It should help to: shape places in ways that contribute to radical reductions in greenhouse gas emissions, minimise vulnerability and improve resilience; encourage the reuse of existing resources, including the conversion of existing buildings; and support renewable and low carbon energy and associated infrastructure.

There would be an impact on the climate from the construction process and the sourcing of construction materials. However, the removal of the oil tank and improved insulation contribute to improving the energy efficiency of the property. Officers consider that the impact on the climate resulting from the construction of the proposed development would a worst be slight and in the lng term would likely be positive and therefore be such as to not be a reason for refusal.

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### **Human Rights**

The provisions of the Human Rights Act 1998 and Equality Act 2010 have been taken into account in reaching the recommendation contained in this report.

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### **Conclusion**

The proposed works largely relate to the removal or reversal of previous modern, unsympathetic alterations to the property. The improvements to the energy efficiency of the property and the use of more sympathetic and appropriate materials are welcomed. Overall, the proposal is considered to comply with the Local Plan.

## 12.4

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Overall, on balance officers consider this development is acceptable subject to the conditions listed below.

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### Recommendation

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Grant Listed Building Consent subject to the following conditions:

1. The works to which this consent relates must be begun not later than the expiration of three years beginning with the date on which this consent is granted.

Reason: To comply with Section 18 Planning (Listed Buildings & Conservation Areas) Act 1990 as amended by Section 51 of the Planning and Compulsory Purchase Act 2004.

2. The works hereby approved shall be carried out in strict accordance with drawing 1188/P/01 (Location Plan), 1188/P/05, 1188/P/10b, 1188/P/50 & 1188/P/51

Reason: To confirm the terms of the consent.

3. Prior to the any works being carried out on the ground floor flooring details of the floor finishes to the ground floor shall be submitted to and approved in writing by the Local Planning Authority. Once approved works shall be carried out in strict accordance with these details.

Reason: In the interest of the character and appearance of the Listed building.

4. Prior to any works to remove the existing oil tank details of the paving shall be submitted to and approved in writing by the Local Planning Authority. Once approved works shall be carried out in strict accordance with these details.

Reason: In the interest of the character and appearance of the Listed building.

5. Prior to the installation, details of the secondary glazing shall be submitted to and approved in writing by the Local Planning Authority. Once these details are approved works shall be carried out in strict accordance with the details and thereafter maintained.

Reason: In the interest of the character and appearance of the Listed building.

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### Informatives

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#### Positive and Proactive Statement

## 12.4

This Authority has a pro-active approach to the delivery of development. Early pre-application engagement is always encouraged. In accordance with the requirements of Article 35 of the Town and Country Planning (Development Management Procedure) (England) Order 2015, in determining this application, Exmoor National Park Authority has endeavoured to work positively and proactively with the agent/applicant, in line with the National Planning Policy Framework, to ensure that all relevant planning considerations have been appropriately addressed to achieve a positive outcome.

### **Monitoring of Development**

The applicant/developer is reminded that it is their responsibility to ensure that the requirements of each planning condition are met and that the works are undertaken in accordance with the approved plans. Any failure to meet the terms of a planning condition or work which does not accord with the approved plans leaves the applicant/developer liable to formal action being taken. The National Park Authority endeavours to monitor on site the compliance with conditions and building works. This has benefits for applicants and developers as well as the National Park. To assist with this monitoring of development the applicant/developer is requested to give at least fourteen days notice of the commencement of development to ensure that effective monitoring can be undertaken. The Planning Section can be contacted at Exmoor National Park Authority, Exmoor House, Dulverton, Somerset, TA22 9HL or by telephone on 01398 323665 or by email [plan@exmoor-nationalpark.gov.uk](mailto:plan@exmoor-nationalpark.gov.uk).

### **Conditions and Informatives and the Submission of Further Details**

Please check all the conditions and informatives attached to this Decision Notice. If there are any conditions which require submission of details and/or samples prior to work commencing on site it is vital that these are submitted and agreed in writing by the Local Planning Authority before work starts. Given the High Court's interpretation of the Planning Acts and their lawful implementation it is unlikely that the Local Planning Authority will be able to agree to a sample/details after the commencement of works if that sample/details should have been approved prior to commencement. If a sample/detail is not agreed as required prior to commencement and works have started then it is likely that this matter may only be able to be rectified by the submission of another application. To avoid delay, inconvenience and the need to submit a further application, please ensure that all appropriate details/samples are submitted and agreed at the specified time.

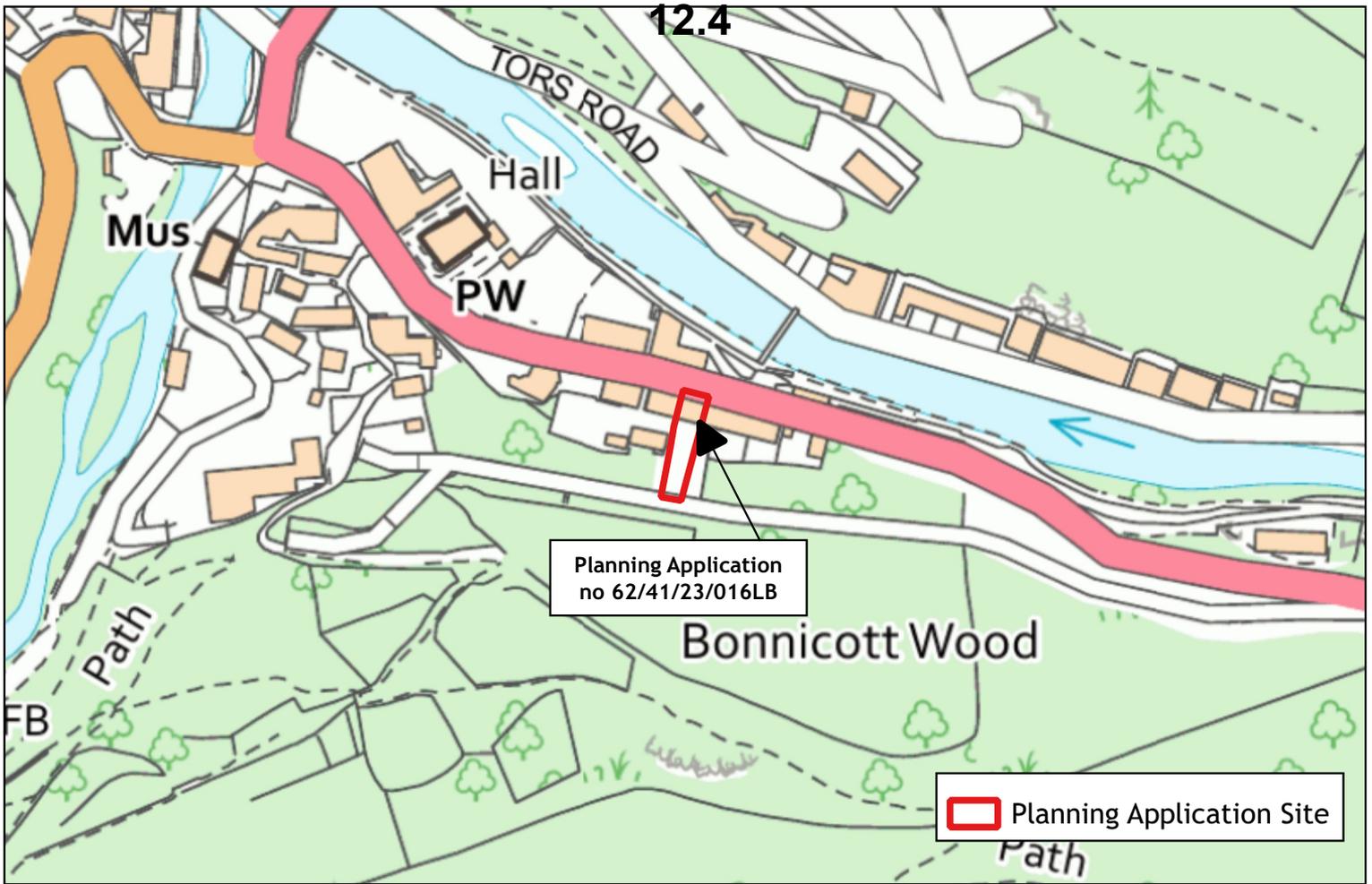
Please also note that due to other decisions of the High Court it is now not normally possible for the Local Planning Authority to agree to minor amendments to approved applications on an informal basis.

## 12.4

The Department of Communities and Local Government have introduced a process whereby it is now possible to apply for a non-material amendment to a permission. This can deal with changes to plans which do not fundamentally alter the form of permission but are a variation to the approval. The appropriate form is available by request at Exmoor House or by downloading from the National Park Authority web site.

Applications can be made via the Planning Portal.

Please ensure that works comply with the approved plans so as to avoid the possibility that works are unauthorised and liable for enforcement action.



Site Map  
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# 12.5



## Committee Report

Application Number:	62/19/23/002LB
Registration Date:	04-Jul-2023
Target Determination Date:	28-Aug-2023
Extension of Time:	
Applicant	Mr D Elson
Agent:	
Case Officer:	Charlotte Spiers
Site Address:	VERWILL FARM, COMBE MARTIN, ILFRACOMBE, EX34 0PE
Proposal:	Listed building consent for the proposal replacement of 5no. timber sash windows.
Recommendation:	Approve with conditions
Reason for bringing before Authority Committee:	The applicant is a Member of the Authority

### Relevant History

62/19/99/002LB Proposed alterations and extension. Approved 15/07/1999

62/19/99/006 Change of use to convert existing disused agricultural buildings together with link extension to provide ancillary living accommodation. Approved 15/07/1999

62/19/99/008 Proposed erection of general purpose agricultural/stable building. Alterations to existing store shed/agricultural building and erection of fences, fence posts and gate pillars. Approved 05/01/2000

62/19/99/009LB Alterations to bread oven/smoke chamber and variation of condition no.7 (pointing) on application reference 62/19/99/002LB. Approved 05/01/2000

62/19/99/010 Proposed alterations to existing store shed/agricultural building and erection of gate posts and pillars. Approved 05/01/2000

62/19/99/011 Proposed erection of retaining wall (part retrospective) and hard landscaping works within existing garden. Approved 26/01/2000

62/19/99/012LB Proposed restoration of former WC building for use as garden shed. Approved 26/01/2000

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62/19/19/001 Proposed lambing shed (13.7m x 23m). (As per amended plan).  
Approved 21/03/2019

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### Site Description & Proposal

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Verwill Farm is a residential property that is located to the east of Combe Martin. The property consists of a detached Grade II listed dwelling, a range of traditional barns and a modern agricultural/equestrian building.

The present application for listed building consent seeks to replace 5 existing timber sash windows installed in the principal (southern) façade of the Grade II dwelling approximately 20 years ago with new timber sash windows.

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### Consultee Representations

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**Combe Martin Parish Council** – Combe Martin Parish Council supports this application.

**Exmoor National Park Historic Buildings Officer** – As the windows are all modern and not of historic interest their removal is not of any concern. The replacement windows would be in keeping with the building and will not cause harm to the significance of the building.

**North Devon District Council** – No Observations

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### Representations

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No representations have been received in relation to this application.

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### Policy Context

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Exmoor National Park Local Plan 2011 – 2031 (including minerals and waste policies)  
GP1 – General Policy  
CE-S1 – Landscape and Seascape Character  
CE-S3 – Biodiversity and Green Infrastructure  
CE-S4 – Cultural Heritage and Historic Environment  
CE-S6 – Design and Sustainable Construction Principles  
CE-D3 - Conserving Heritage Assets  
CC-S1 – Climate Change Mitigation and Adaptation

Section 72(1) of the Planning (Listed Buildings and Conservation Areas) Act 1990

A Listed Building application and proposed works must be considered under the Planning (Listed Buildings and Conservation Areas) Act 1990. In particular regard under Section 16, the Local Planning Authority has a statutory duty to have special regard to

## 12.5

the desirability of preserving the building or its setting or any features of special architectural interest which it possesses.

The National Planning Policy Framework (NPPF) is also a material planning consideration.

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### Planning Considerations

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As Verwill Farm is a Grade II listed building, the main material planning considerations in this case are considered to be the impact on the character and appearance of the listed building.

Section 16 of the Planning (Listed Buildings and Conservation Areas) Act 1990, in considering whether to grant listed building consent for any works, states that special regard to the desirability of preserving the building or its setting or any features of special architectural or historic interest which it possesses should be given. Considerable importance and weight have to be attached to Section 16 Duty.

Section 16 of the NPPF 2021 at Paragraph 194 states: 'In determining applications, local planning authorities should require an applicant to describe the significance of any heritage assets affected, including any contribution made by their setting. The level of detail should be proportionate to the assets' importance and no more than is sufficient to understand the potential impact of the proposal on their significance. As a minimum the relevant historic environment record should have been consulted and the heritage assets assessed using appropriate expertise where necessary. Where a site on which development is proposed includes, or has the potential to include, heritage assets with archaeological interest, local planning authorities should require developers to submit an appropriate desk-based assessment and, where necessary, a field evaluation'.

Paragraph 196 of the NPPF 2021 goes on to state that 'Local planning authorities should identify and assess the particular significance of any heritage asset that may be affected by a proposal (including by development affecting the setting of a heritage asset) taking account of the available evidence and any necessary expertise. They should take this into account when considering the impact of a proposal on a heritage asset, to avoid or minimise any conflict between the heritage asset's conservation and any aspect of the proposal.'

The property was listed in April 1987 under the name Lower Verwill Farmhouse with the following details:

*"Farmhouse, unoccupied at time of survey (January 1986). 1738 by datestone, with early C19 alterations. Unrendered stone rubble, the facade finely dressed and brought to courses. Slate roofs with gable end stone rubble stacks, that to left with drip, and stone rubble stack with offsets and drip to rear service wing. Integral L-shaped plan, with principal heated room to each side of entrance hall containing*

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*staircase to main range and right angled kitchen wing to rear of right-hand room. Dairy outshut to rear of main range and stair turret, added probably in C19, to rear inner wall of rear service wing. 2 storeys. 3-window range. Symmetrical 12-paned horned sashes. Central 6 panelled door. Service wing has 2-light casement, 8 panes per light over plank door to left of a 2-light casement, 2 panes per light and a single 4-paned window with chamfered timber lintels. Datestone at left gable end inscribed I Charley 1738. Interior: entirely unspoilt early C19 interior fittings including 4 panelled doors throughout, C19 chimneypieces to chambers and to the 2 principal rooms, that to left with reeded surround, stopped at the corners with roundels. Integral cupboards with panelled doors flank these 2 fireplaces. Panelled internal shutters to facade windows. Chamfered unstopped cross ceiling beam to rear kitchen wing which has timber lintel to fireplace containing bread oven with cast iron door. C18 moulded plaster cornices to central chamber and to staircase landing ceiling. This is a house of some distinction for the area in the quality of its construction and for its completely unspoilt character.”* The proposed development would consist of the replacement of 5 timber sash windows of relatively modern installation with 5 new timber sash windows.

Policy CE-D3 (Conserving Heritage Assets) states the following Development proposals affecting conservation areas should ensure that: a) the character or appearance of the area is preserved or enhanced; b) they deliver high quality design and incorporate materials that reflect the scale, architectural quality and detailing of the area.

In the case of the current proposal, it is noted that the ENPA Historic Buildings Officer has raised no objection and is of the opinion that the proposed windows are in keeping with the building and would not cause harm to the significance of the building. The proposed changes to the appearance of the building are not considered to be significant. The works proposed are not considered to harm the significance of the building or its setting. The historic character and architectural appearance of the building is considered to be preserved with the proposed works. It is considered that the public benefit of carrying out the proposed works to ensure that the listed building is retained for future generations outweighs any impact on the historic significance of the building and it is recommended that consent be granted for the proposed works.

It is noted that the proposal will have no impact upon neighbouring amenity and no adverse effects upon ecology.

### **Other Matters**

In May 2019 the UK government declared a climate emergency, Exmoor National Park followed this by declaring a Climate Emergency in October 2019. To help meet this challenge the Local plan includes policies which seek to influence, contribute and challenge development to help meet the Climate Emergency.

Policy GP1 of the Local Plan sets out that the need to consider future generations, through sustainability and resilience to climate change and adapting to and mitigating

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the impacts of climate change. Policy CC-S1 states that climate change mitigation will be encouraged, development which reduces demand for energy, using small scale low carbon and renewable energy, looks to situate development which avoids sites that would put wildlife at risk together with measures which avoids the risk of flooding. Policy CC-S5 seeks to support small scale renewable energy schemes that assist in contributing towards reducing greenhouse gas emissions and moving towards a carbon neutral National Park and Policy CE-S6 seeks to incorporate sustainable construction methods which future proof against climate change impacts, including flood risk.

Paragraph 148 of the National Planning Policy Framework prescribes that the planning system should support the transition to a low carbon future in a changing climate taking full account of flood risk and coastal change. It should help to: shape places in ways that contribute to radical reductions in greenhouse gas emissions, minimise vulnerability and improve resilience; encourage the reuse of existing resources, including the conversion of existing buildings; and support renewable and low carbon energy and associated infrastructure.

There would be a low impact on the climate resulting from the proposed changes to the property.

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### **Human Rights**

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The provisions of the Human Rights Act 1998 and Equality Act 2010 have been taken into account in reaching the recommendation contained in this report.

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### **Conclusion**

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For the reasons outlined above the proposed development is considered to be acceptable and in accordance with the relevant development plan policies. The application is therefore recommended for approval subject to appropriate conditions

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### **Recommendation**

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Listed Building Consent be granted subject to the following conditions.

1. The works hereby approved shall be begun before the expiration of three years from the date of this consent.

Reason: In accordance with Section 18 of the Planning (Listed Buildings and Conservation Areas) Act 1990 (as amended).

2. The works hereby approved shall not be carried out except in complete accordance with drawings numbered Location Plan (un-numbered), Site Plan (un-numbered), Window 1 Elevations (un-numbered), Window 2 Elevations

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(un-numbered), Window 3 Elevations (un-numbered), Window 4 Elevations (un-numbered), Window 5 Elevations (un-numbered) and Window section (detail) (un-numbered) and date stamped 04 July 2023

Reason: For the avoidance of doubt and to ensure the works accord with the approved details.

3. The materials to be used in the construction of the external surfaces of the works hereby permitted shall be in accordance with the following schedule:

Windows: Timber sash windows, painted matt white

Reason: To safeguard the visual amenity and landscape character of the National Park and in the interest of protecting and conserving the heritage asset in accordance with Policies GP1, CE-S4 and CE-D3 of the Exmoor National Park Local Plan 2011-2031.

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### **Informatives**

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#### POSITIVE & PROACTIVE STATEMENT

This Authority has a pro-active approach to the delivery of development. Early pre-application engagement is always encouraged and was sought in this case contrary to the indication as included within the application form. Whilst not prejudicing the outcome of this application it is noted that the Exmoor National Park Authority has endeavoured to work positively and proactively with the agent/applicant. This is in accordance with the requirements of Article 35 of the Town and Country Planning (Development Management Procedure) (England) Order 2015 and in line with the National Planning Policy Framework, which seeks to ensure that all relevant planning considerations have been appropriately addressed to achieve a positive outcome.

#### MONITORING OF DEVELOPMENT

The applicant/developer is reminded that it is their responsibility to ensure that the requirements of each planning condition are met and that the works are undertaken in accordance with the approved plans. Any failure to meet the terms of a planning condition or work which does not accord with the approved plans leaves the applicant/developer liable to formal action being taken. The National Park Authority endeavours to monitor on site the compliance with conditions and building works. This has benefits for applicants and developers as well as the National Park. To assist with this monitoring of development the applicant/developer is requested to give at least fourteen days notice of the commencement of development to ensure that effective monitoring can be undertaken. The Planning Section can be contacted

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at Exmoor National Park Authority, Exmoor House, Dulverton, Somerset, TA22 9HL or by telephone on 01398 323665 or by email [plan@exmoor-nationalpark.gov.uk](mailto:plan@exmoor-nationalpark.gov.uk).

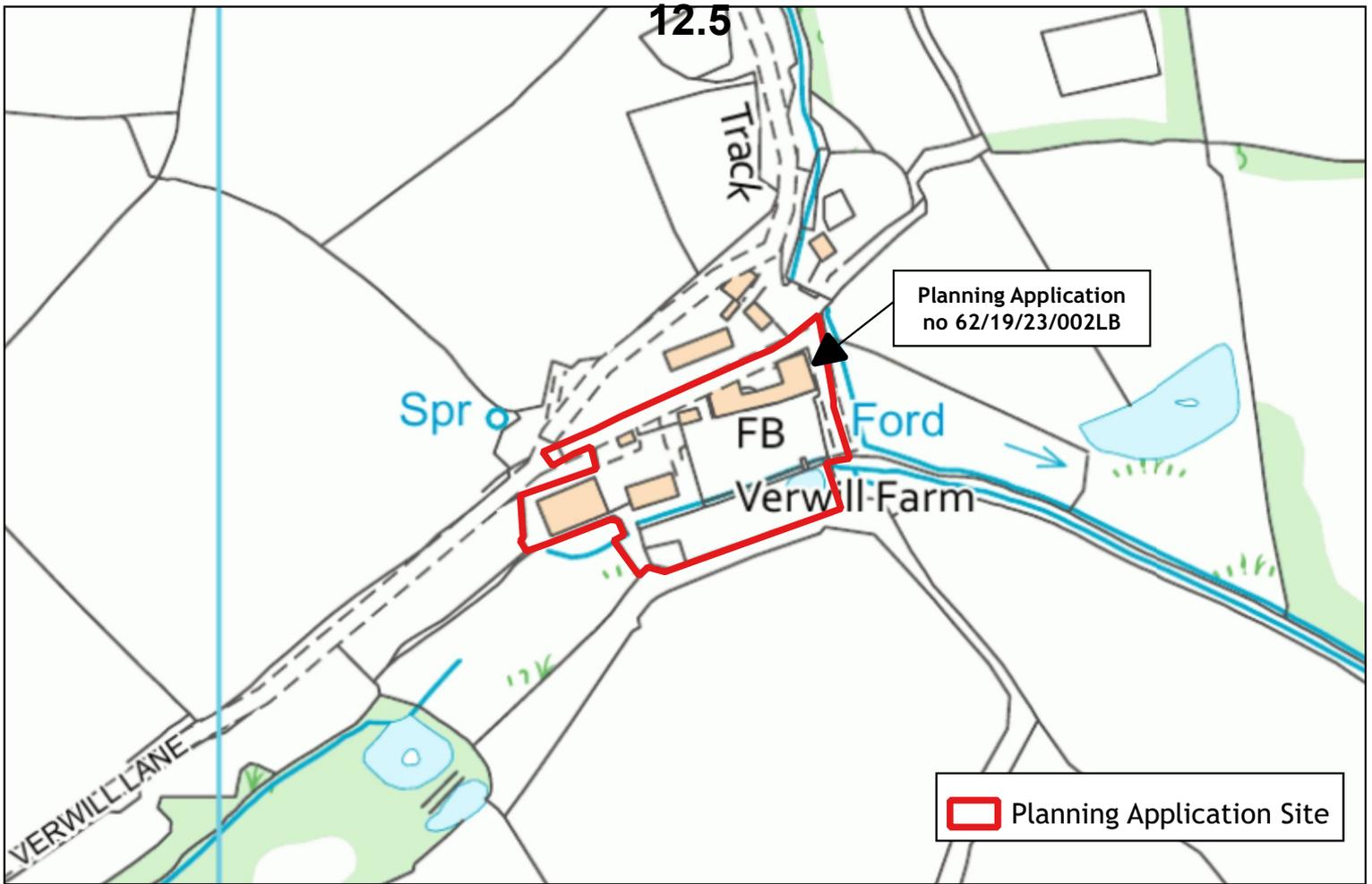
### CONDITIONS AND INFORMATIVES AND THE SUBMISSION OF FURTHER DETAILS

Please check all the conditions and informatives attached to this Decision Notice. If there are any conditions which require submission of details and/or samples prior to work commencing on site it is vital that these are submitted and agreed in writing by the Local Planning Authority before work starts. Given the High Court's interpretation of the Planning Acts and their lawful implementation it is unlikely that the Local Planning Authority will be able to agree to a sample/details after the commencement of works if that sample/details should have been approved prior to commencement. If a sample/detail is not agreed as required prior to commencement and works have started then it is likely that this matter may only be able to be rectified by the submission of another application. To avoid delay, inconvenience and the need to submit a further application, please ensure that all appropriate details/samples are submitted and agreed at the specified time.

Please also note that due to other decisions of the High Court it is now not normally possible for the Local Planning Authority to agree to minor amendments to approved applications. It will be necessary to adopt a formal approach and that if changes to approved plans are proposed then it will be necessary to make a new planning application. Please ensure that works comply with the approved plans so as to avoid the possibility that works are unauthorised and liable for enforcement action.

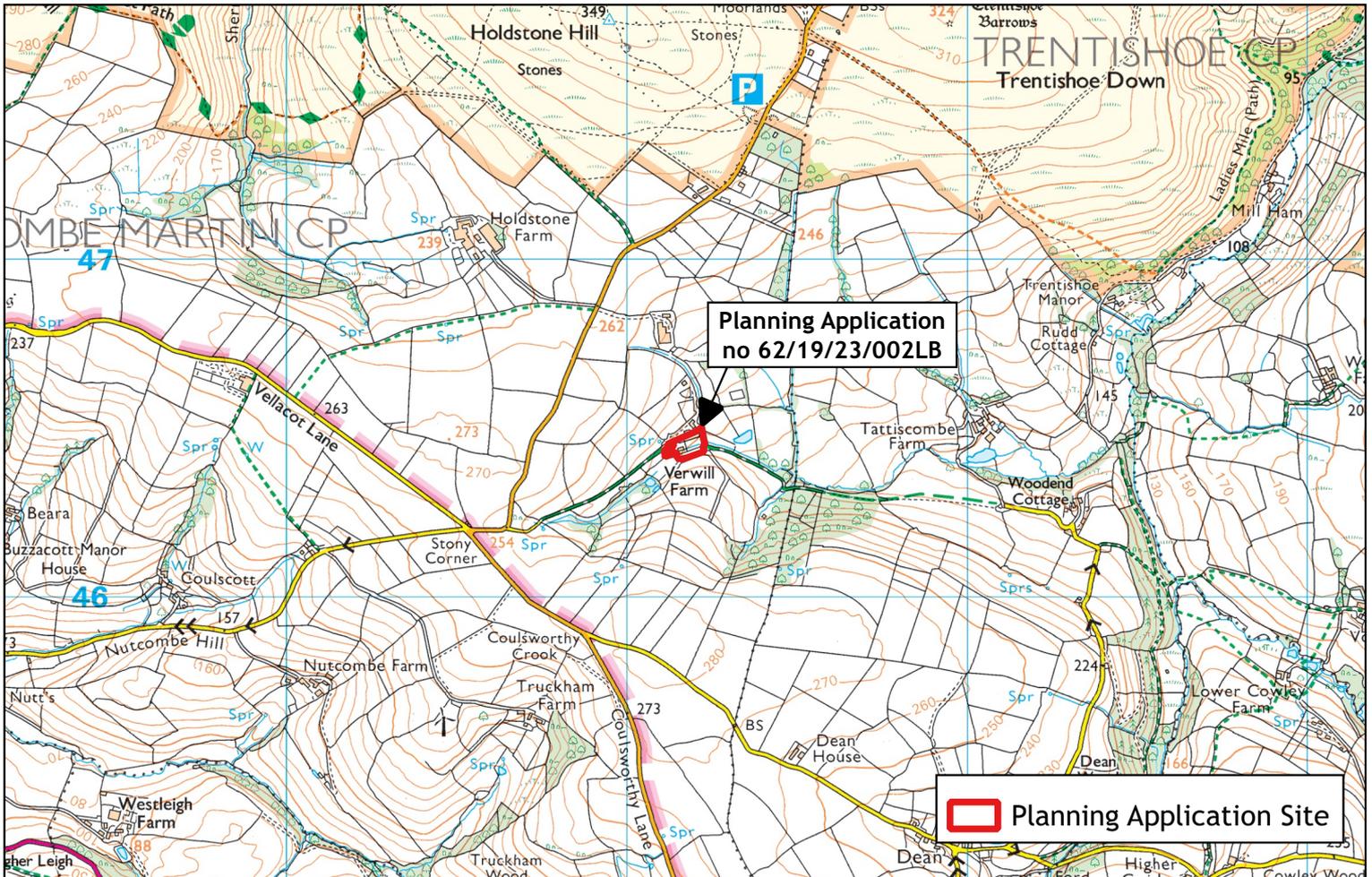
### BUILDING REGULATIONS

If this development involves any building or engineering works, it is the applicant's responsibility to ensure that any consent under the Building Regulations is also obtained before work begins. For further advice contact Somerset Building Control Partnerships Building Control Unit on 0300 303 7790 or by email to [somersetBCP@sedgemoor.gov.uk](mailto:somersetBCP@sedgemoor.gov.uk)



Site Map  
Scale 1:2,500

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Overview Map  
Scale 1:20,000

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# 12.6



## Committee Report

Application Number:	6/40/23/007DC
Registration Date:	17-Jul-2023
Target Determination Date:	11-Sep-2023
Extension of Time:	
Applicant	Mr D Barnett
Agent:	
Case Officer:	Julie Norman
Site Address:	River Barle (Easting 285773, Northing 133879), Below Great Bradley, Withypool, Minehead, Somerset
Proposal:	Proposed discharge of condition 3 (Environmental Management Plan) of approved application 6/40/22/102.
Recommendation:	Approve
Reason for bringing before Authority Committee:	In accordance with the Authority's scheme of delegation given the applicant is ENPA this application should be determined by the Planning Committee.

### Relevant History

6/40/22/102 Application under Regulation 3 of The Town & Country Planning General Regulation Approved with Conditions 06/16/2022

### Site Description & Proposal

Planning permission has previously been granted for the erection of a new footbridge under planning permission 6/40/22/102. The proposed new footbridge would be installed at a ford below Great Bradley (National Grid Reference SS85727 33891), linking existing permitted footpaths in the area. Access to the bridge is via the public footpath from Winsford Hill, past Great Bradley. This would allow year-round use of the bridleway route and would allow more effective and efficient maintenance.

The bridge will measure 27.5m long and 2.2m wide. It would be constructed from steel, clad with oak; and have oak handrails. The bridge supports would be concrete, clad with local stone.

The current application seeks to discharge condition 3 of planning permission 6/40/22/102 which requires the implementation of an Environmental Management Plan.

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## Consultee Representations

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**ENPA Wildlife Officer** – No Objection

**Environment Agency** – No comments.

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## Representations

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None received

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## Policy Context

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### **Exmoor National Park Local Plan 2011-2031 (Including Mineral and Waste policies)**

GP1 Achieving National Park Purpose and Sustainable Development

CE-S1 Landscape Character

CE-D1 Protecting Exmoor's Landscapes and Seascapes

CE-S4 Cultural Heritage and Historic Environment

CE-D3 Conserving Heritage Assets

CE-S3 Biodiversity and Green Infrastructure

CE-D2 Green Infrastructure Provision

CE-S6 Design and Sustainable Construction Principles

CC-S1 Climate Change and Mitigation and Adaption

CC-D1 Flood Risk

AC-D2 Traffic and Road Safety Considerations for Development

RT-D12 Access Land and Rights of Way

The National Planning Policy Framework is a material consideration.

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## Planning Considerations

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The condition requires the following:

Prior to commencement of development a detailed Environmental Management Plan shall be submitted to and approved in writing by the Local Planning Authority. The Plan will be in accordance with the Construction Method Statement hereby approved and the activities shall be operated using the techniques and, in the manner, described in the documentation specified in Schedule 1, Table S1.2, of the Environment Agency Licence documentation; and in accordance with the avoidance and mitigations measure identified through the Habitats Regulations Assessment. The Plan will include:

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- no works are to take place between the 1st of October and 31 May;
- the operator shall manage and operate the activities in accordance with a written management system that identifies and minimises risks of flooding, impact on drainage and environmental harm so far as is reasonably practicable, including those risks arising from operations, maintenance, accidents, incidents, non-conformances and those drawn to the attention of the operator as a result of complaints;
- the operator shall use sufficient competent persons and resources;
- all liquids in containers, whose emission to water or land could cause pollution, shall be provided with secondary containment, unless the operator has used other appropriate measures to prevent or where that is not practicable, to minimise, leakage and spillage from the primary container;
- measures shall be taken to ensure that the activities do not cause the spread of invasive non-native species or plant or animal diseases;
- tree management is minimised around site of proposed footbridge with pollarding and branch removal preferred to felling;
- no management of or disturbance to the Alder tree;
- in-river works avoided if possible;
- disturbance resulting in sedimentation is minimised;
- remove exotic montbretia growing along the south bank by either digging out plants and their corms or spraying with herbicide; and
- a copy of the Construction Method Statement and Environmental Management Plan will be kept at the site at all times.

Once approved works shall be carried out in strict accordance with the approved details unless previously agreed in writing by the Local Planning Authority.

Reason: In the interests of the strict protection of European protected species and in accordance with Local Plan policy CE-S3 and the NPPF

The submitted Environmental Management Plan confirms compliance with these requirements and sets out how these matters will be achieved. Both the Environment Agency and the Authority's Wildlife officer have raised no objections. Officers are content that the submitted Plan clarifies what is required to be done throughout the development and therefore the condition can be discharged.

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### **Human Rights**

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The provisions of the Human Rights Act 1998 and Equality Act 2010 have been taken into account in reaching the recommendation contained in this report.

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### **Conclusion**

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The submitted Environmental Management Plan is acceptable and satisfies the requires of condition 3 of the planning permission reference 6/40/22/102. The details can therefore be agreed, and the condition discharged.

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### **Recommendation**

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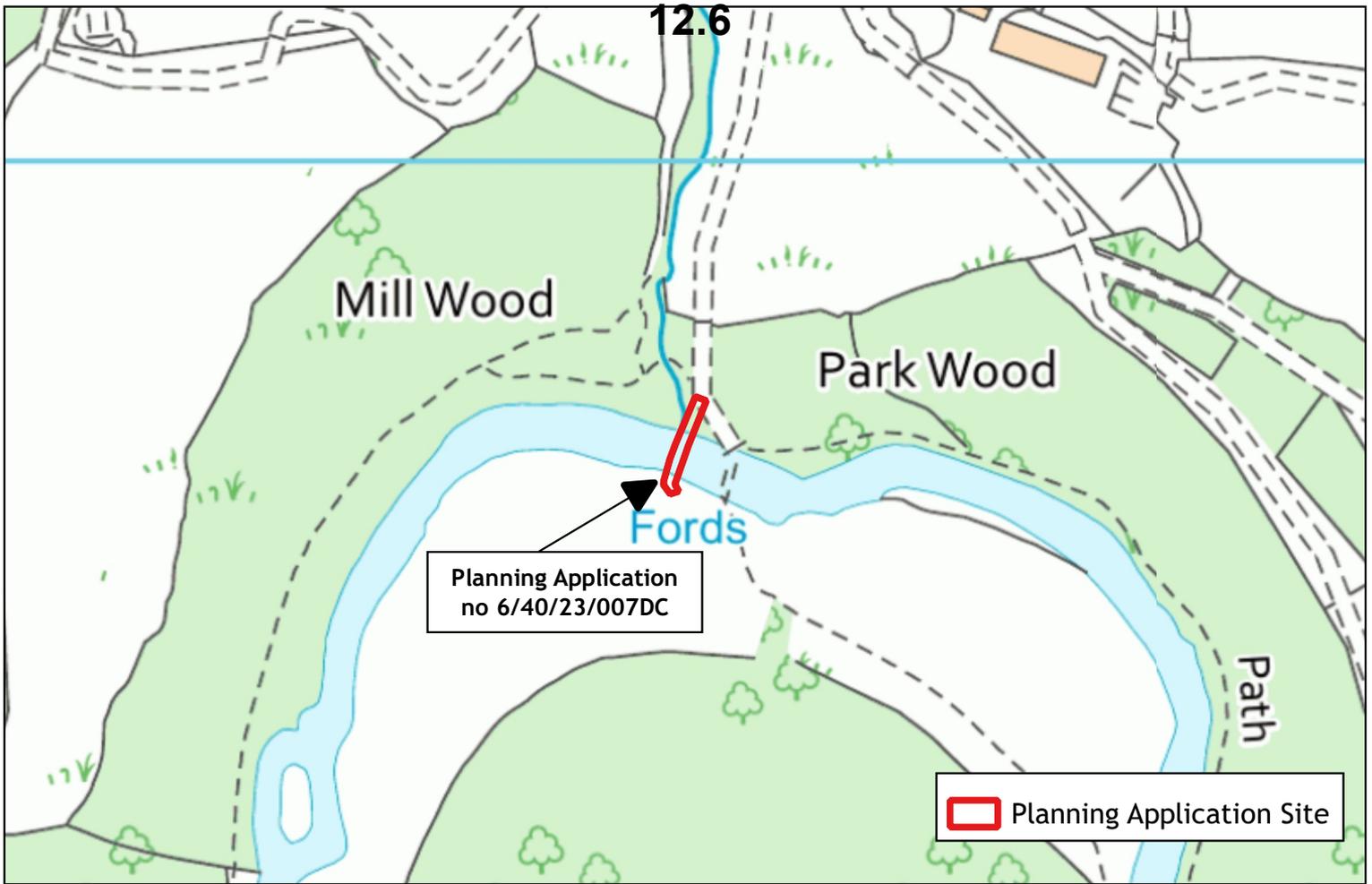
To approve the details and discharge condition 3 of planning permission 6/40/22/102.

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### **Informatives**

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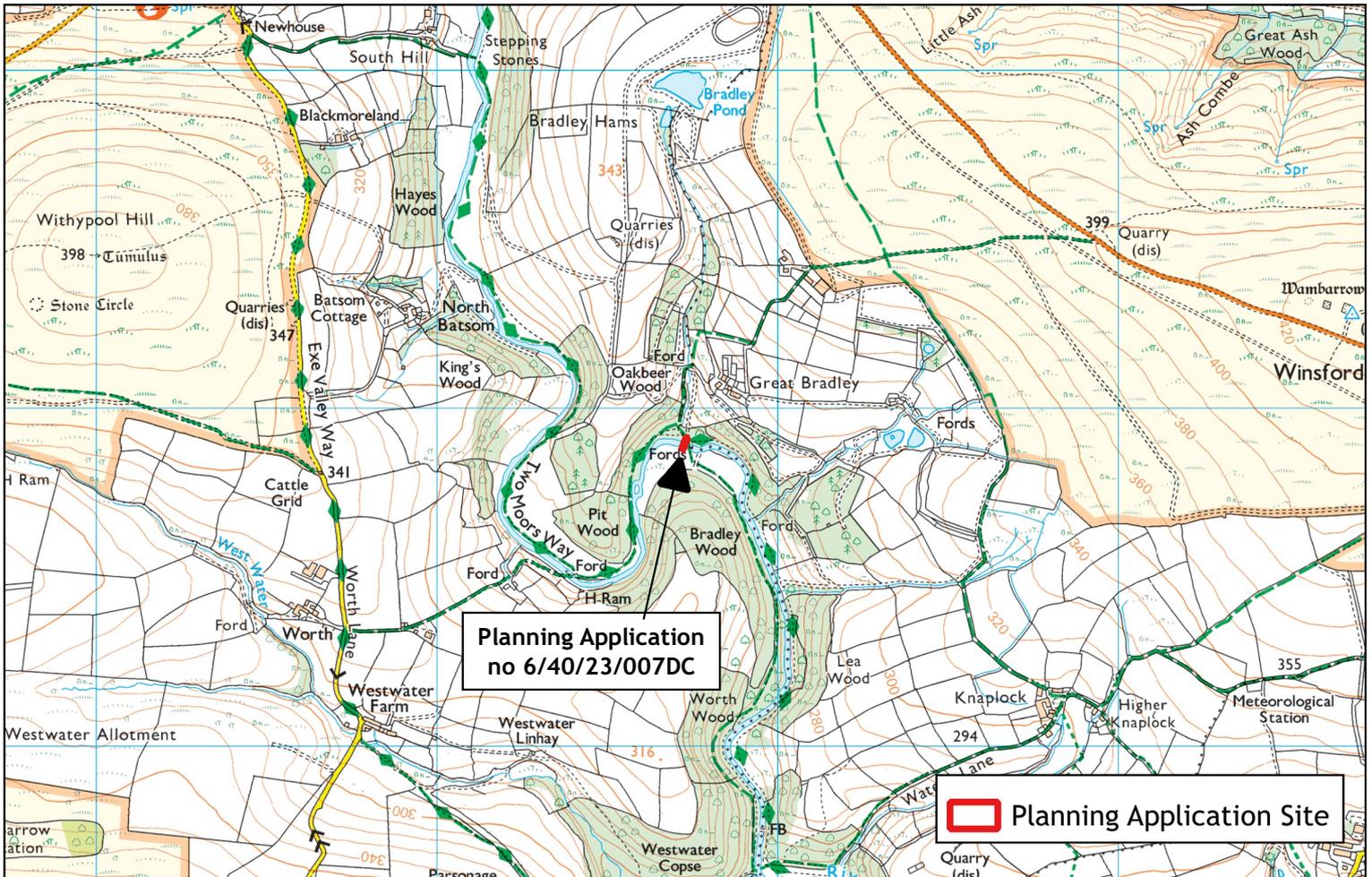
None required.



Site Map

Scale 1:2,500

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Overview Map

Scale 1:20,000

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**Application decisions delegated to the Chief Executive**

<b>Application Ref</b>	<b>Applicant &amp; Location</b>	<b>Decision and Date</b>
6/42/23/004DC	Mr R Knights - Proposed Discharge of Condition 5 (Slate roof tile) of approved application 6/42/21/105 (Discharge of Condition ) - HIND HOUSE, HAWKRIDGE, DULVERTON, TA22 9QW	11-Jul-2023 Approved
62/41/23/019	Mr. N Blowey, South West Water Limited - Non-material amendment – full – of approved application 62/41/22/045 to allow revision to the approved general arrangement plan and configuration of plant and equipment. (NMA - Full ) - Lynmouth Waste Water Treatment Works, Lynmouth, EX35 6EN	14-Jul-2023 Approved
6/43/23/004DC	Mr R Billson - Discharge of condition 6 (ecological survey) for approved application 6/43/18/106LB (Discharge of Condition ) - BURROW FARM, BURROW, TIMBERSCOMBE, MINEHEAD, TA24 7UD	24-Jul-2023 Approved
6/9/23/008DC	Mr N Rand - Discharge of condition 3 (window section) of approved application 6/9/23/003LB (Discharge of Condition ) - 3, BATTLETON, DULVERTON, TA22 9HT	30-Jun-2023 Approved
6/9/23/007DC	Mr D Woollacott - Proposed discharge of conditions 3 & 4 (Ecology) of approved application 6/9/23/002 (Discharge of Condition ) - 1, BARNS CLOSE WEST, Dulverton, Somerset, TA22 9EE	07-Jul-2023 Approved
6/26/23/007LB	Brendan Oates - Listed building consent for the proposed reinstatement of floor levels in the kitchen, dining room, hall and study. (Listed Building Consent ) - Oatway House, Roadwater, Watchet, TA23 0QY	18-Jul-2023 Approved with Conditions
6/13/23/002	Ms S Whittaker - Proposed conversion of ancillary outbuilding into managers accommodation to be used in conjunction with the hotel business, together with, erection of replacement storage shed. (Full ) - CROWN HOTEL, EXFORD, MINEHEAD, TA24 7PP	31-Jul-2023 Approved with Conditions
6/9/23/006	Wendy Beech - Proposed alterations to existing roof to include natural slate, rooflights and lantern light, rendering of external walls and external cladding of dormer, together with, associated works. - Re-submission of approved application 6/9/22/121	26-Jul-2023 Approved with Conditions

### Application decisions delegated to the Chief Executive

Application Ref	Applicant & Location	Decision and Date
	(Householder ) - 47, NORTHMOOR ROAD, DULVERTON, TA22 9PW	
HRN 23/01	Mr. G Layton, National Trust - Hedgerow removal notice for the proposed removal of 4 meters of hedgerow. (HRN ) - Land at Tivington Farm – Easting 292483, Northing 145327	11-Jul-2023 Approved
6/3/23/004	Michael Carroll - Lawful development certificate for existing shed. (CLEUD ) - Chillybridge Cottage, DULVERTON, TA22 9JH	18-Jul-2023 Approved
6/9/23/005LB	Mr. Matthews, Pixton Park Estate LLP - Listed building consent for the proposed replacement of french doors and windows to Courtyard. (Listed Building Consent ) - Pixton Stables, PIXTON PARK, Dulverton, Somerset, TA22 9HW	18-Jul-2023 Approved with Conditions
6/43/23/003LB	Dr N McKee - Proposed Installation of Secondary Glazing (Listed Building Consent ) - Clouds, WOOTTON COURTENAY, MINEHEAD, TA24 8QY	03-Jul-2023 Approved with Conditions
62/41/23/015DC	Mr. S Glover, Tors Park Estate Ltd - Partial discharge of condition 9 (sewage/water system connection details) of approved application 62/41/20/021 (Ref: in relation to the South-West end of the site around Tree 27.). (Discharge of Condition ) - The Tors Hotel, Tors Park, Lynmouth, Devon, EX35 6NA	04-Jul-2023 Approved
6/29/23/007DC	Mrs P Williams - Proposed Discharge of Condition 5 (Ecology) of approved application 6/29/22/123. (Discharge of Condition ) - Brandish Street Farm, Brandish Street, ALLERFORD, MINEHEAD, TA24 8HR	14-Jul-2023 Approved
6/27/23/008	Mr R Jones - Proposed erection of a detached garage and extend vehicle hard standing area. (Householder ) - DOLPHINS, TOLL ROAD, PORLOCK, MINEHEAD, TA24 8JH	13-Jul-2023 Approved with Conditions
6/10/23/013	Julia Harper - Proposed replacement conservatory and porch. (Householder ) - 30, ST. GEORGES STREET, DUNSTER, MINEHEAD, TA24 6RS	07-Jul-2023 Approved with Conditions
6/26/23/005	Mr R Cote - Proposed erection of agricultural barn (4m x 16m) and 2 no. polytunnels (5.6m x 14m) together with creation of access track (3m x 75m).	05-Jul-2023 Withdrawn

**Application decisions delegated to the Chief Executive**

<b>Application Ref</b>	<b>Applicant &amp; Location</b>	<b>Decision and Date</b>
	(Full ) - STAMBOROUGH COTTAGE, ROADWATER, WATCHET, TA23 ORW	
6/10/23/012	Lucy Green - Proposed replacement of 4 No. garage roofs and associated works. (Full ) - Garages, Park Street, Dunster, Minehead, Somerset, TA24 6SN	22-Jun-2023 Approved with Conditions
62/43/23/001	Mr M De Gregorio - Proposed first floor extension. (Householder ) - LOWER KEMACOTT FARM, MARTINHOE, PARRACOMBE, BARNSTAPLE, EX31 4QP	04-Jul-2023 Refused
62/11/23/007	Mrs K Wall - Lawful development certificate for the existing gate and means of enclosure. (CLEUD ) - HALL FARM, BRENDON, LYNTON, EX35 6PS	11-Jul-2023 Refused
6/35/23/002	Mr & Mrs J McCalmont - Single storey extension and alterations to the existing ancillary annexe (Householder ) - THE OLD RECTORY, TREBOROUGH, WATCHET, TA23 0QW	10-Jul-2023 Approved with Conditions
62/50/23/012	Mr R Stoodley - Proposed single storey rear extension (Householder ) - Lorna Doone Cottage, Parracombe, Devon, EX31 4RG	31-Jul-2023 Approved with Conditions
6/25/23/003	Ms I Davies-Pugh - Proposed erection of a single storey rear extension. (Householder ) - PARSONAGE FARM, OARE, LYNTON, EX35 6NU	27-Jun-2023 Approved with Conditions
6/25/23/002	Mr H Potts & Ms C Duval - Application for the change of use of land and siting of an off-grid eco retreat as a form of alternative camping accommodation. (Full ) - OARE HOUSE, OARE, LYNTON, EX35 6NX	07-Jul-2023 Approved with Conditions
6/26/23/002	Ms S Holmes - Lawful development certificate for the existing use of land for the siting of a mobile home and its use as an independent residential dwelling. (CLEUD ) - Land at Chidgley Cottage - Easting 304746, Northing 136543, Watchet, Somerset	14-Jul-2023 Approved
62/36/22/002	Mr Tucker - Proposed agricultural shed (142sqm) for use as milking parlour, dairy and farm office and erection of feed silo. (Full ) - Field to the South East of Higher Cowley Farm, Easting: 264012, Northing: 144993	25-Jul-2023 Approved with Conditions

**Application decisions delegated to the Chief Executive**

<b>Application Ref</b>	<b>Applicant &amp; Location</b>	<b>Decision and Date</b>
62/50/22/036DC	Mr. J Barton, Lynton & Barnstaple Railway Trust - Partial discharge of conditions 30 and 36 (ecology) of approved application 62/50/16/001 (Discharge of Condition ) - Land between Killington Lane and Blackmoor Gate, Parracombe, Barnstaple, Devon	20-Jul-2023 Approved
62/11/22/023	Mr R Heaps - Proposed erection of single storey rear extension and conversion of attached outbuilding to a utility room. (Householder ) - LEEFORD COTTAGE, BRENDON, LYNTON, EX35 6PS	23-Jun-2023 Approved with Conditions
62/41/22/046	Mr N Bailey - Proposed replacement of wooden sash casement windows with uPVC windows. (Full ) - LONGMEAD HOUSE HOTEL, 9, LONGMEAD, LYNTON, EX35 6DQ	18-Jul-2023 Refused
6/29/22/131	Mr R Butlin - Lawful development certificate for the existing use of Hotel/Guest House (C1 use) as dwellinghouse (C3 use). (CLEUD ) - FERN COTTAGE, ALLERFORD, MINEHEAD, TA24 8HN	18-Jul-2023 Withdrawn
62/41/22/037	Mr. T Ragan, Syneos Health - Proposed demolition of existing side extension and erection of single storey side extension, garden steps and handrail, together with, the creation of decking area with associated glass balustrade and fencing. Retrospective. (Householder ) - WESTERN HEIGHTS, SINAI HILL, LYNTON, EX35 6AR	07-Jul-2023 Approved with Conditions
62/41/22/034	Mr R Paler - Proposed excavation of ground level and erection of single storey extension (Householder ) - THE FERNERY, LYDIATE LANE, LYNTON, EX35 6AJ	20-Jul-2023 Withdrawn
62/62/22/001	Mr T Thomas - Proposed installation of polishing pond. Part retrospective. (Full ) - SOUTH DEAN FARM, TRENTISHOE, PARRACOMBE, BARNSTAPLE, EX31 4QD	11-Jul-2023 Approved with Conditions
62/11/22/005	Mr Hodges - Part-retrospective renovation and conversion of existing barns into 2 no. units of serviced holiday accommodation including new additional access (Amended Description) (Full ) - BARN FARM, BRENDON, LYNTON, EX35 6PS	07-Jul-2023 Approved with Conditions
62/41/22/005	Mr & Mrs Tucker - Proposed change of use from public house to cafe/bar and holiday let.	23-Jun-2023

**Application decisions delegated to the Chief Executive**

<b>Application Ref</b>	<b>Applicant &amp; Location</b>	<b>Decision and Date</b>
	Retrospective. (Full ) - The Globe, Queen Street, Lynton, Devon, EX35 6AA	Approved with Conditions
6/26/21/102LB	Mrs K Irwin - Listed building consent for proposed conversion of barn to form a 1 bedroom Extended Family dwelling (additional plans and details). (Listed Building Consent ) - Leighland House, Ham Lane, Roadwater, Watchet, TA23 ORP	28-Jun-2023 Approved with Conditions
6/26/21/101	Mrs K Irwin - Proposed conversion of barn to form a 1 bedroom Extended Family dwelling (additional plans and details). (Full ) - Leighland House, Ham Lane, Roadwater, Watchet, TA23 ORP	28-Jun-2023 Approved with Conditions

**Application decisions delegated to the Chief Executive**

<b>Application Ref</b>	<b>Applicant &amp; Location</b>	<b>Decision and Date</b>
6/23/23/004DC	Mr & Mrs I & K Webster - Proposed discharge of conditions 3, 4 & 5 of approved applications 6/23/22/102LB (Discharge of Condition ) - Wayside, MONKSILVER, TAUNTON, Somerset, TA4 4JB	02-Aug-2023 Approved
6/23/23/003DC	Mr & Mrs I & K Webster - Proposed discharge of conditions 3, 4 & 5 of approved applications 6/23/22/101 (Discharge of Condition ) - Wayside, MONKSILVER, TAUNTON, Somerset, TA4 4JB	02-Aug-2023 Approved
62/50/23/014	Mr T Wilde - Proposed garden shed. (Householder ) - IVY COTTAGE, PARRACOMBE, BARNSTAPLE, EX31 4RJ	07-Aug-2023 Approved with Conditions
6/42/23/003DC	Ms C Fleming - Proposed discharge of condition 3 (ecology) of approved application 6/42/23/001. (Discharge of Condition ) - EAST HOLLOWCOMBE, HAWKRIDGE, DULVERTON, TA22 9QL	09-Aug-2023 Approved
62/41/23/017	Ms L. Forrest - Proposed variation of condition 7 of approved application 62/41/18/014 to allow dual use of extension as a non-serviced holiday let and staff/owners accommodation. (Alteration/Lift Condition ) - THE LYN VALLEY GUEST HOUSE, LYNMOUTH STREET, LYNMOUTH, EX35 6EH	02-Aug-2023 Approved with Conditions
6/42/23/002	Mrs J Scripps - Proposed erection of timber summer house and retrospective extension of the curtilage of the property (amended description). (Householder ) - SUMMER HILL, WITHYPOOL, MINEHEAD, TA24 7RY	03-Aug-2023 Approved with Conditions
6/40/22/113	Mr R Thomson - Proposed change of use from existing tea rooms to bed and breakfast, along with partial demolition of existing rear extension and construction of new extension. (Full ) - BRIDGE COTTAGE, WINSFORD, MINEHEAD, TA24 7JE	02-Aug-2023 Approved with Conditions