

Axminster Town Council

Office Hours
Monday, Wednesday, Thursday
10am – 12 noon

Mayor: Cllr Jill Farrow
Town Clerk: Paul Hayward

www.axminstertowncouncil.gov.uk



THE GUILDHALL
WEST STREET
AXMINSTER
DEVON
EX13 5NX

Tel. 01297 32088

Email: Clerk@axminstertowncouncil.gov.uk

Axminster Town Council

Minutes of the meeting of the Planning Committee 26th June 2025

DRAFT MINUTES – YET TO BE APPROVED

Held in person at the Guildhall on Thursday 26th June 2025 at 7.00 p.m.

Present: Cllrs. Leat (SL) (Chair), Paice (EP), Price (JP) and Walden (JW)

Meeting was declared quorate as per Standing Orders.

Also, Cllrs. Farrow & Dunsbury (non-committee members).

Town Clerk, Paul Hayward.

No members of the public were in attendance.

Meeting was audio recorded as per Council policy.

Public Forum session.

No public forum representations. Chair closed the public forum at 7.02pm.

PLAN25/017

To note members of committee present for all or part of the meeting:

Attendance at meeting shown above. Meeting was declared quorate.

PLAN25/018

To note and, if thought fit, to approve apologies for absence:

Cllr. Dowdeswell was absent due to a work commitment. Absence noted and apology approved. **Proposed by Chair, seconded by JP. Resolved unanimously.**

PLAN25/019

To note members of committee not otherwise present and to receive any other apologies for absence:

None.

PLAN25/020

To receive any declarations of interest from members of the committee in relation to items of business on this agenda and to note any dispensations previously afforded:

This does not preclude the need for members to declare any additional interests that may arise during this meeting.

None declared.

Continued overleaf.

Axminster Town Council

Office Hours
Monday, Wednesday, Thursday
10am – 12 noon

Mayor: Cllr Jill Farrow
Town Clerk: Paul Hayward

www.axminstertowncouncil.gov.uk



THE GUILDHALL
WEST STREET
AXMINSTER
DEVON
EX13 5NX

Tel. 01297 32088

Email: Clerk@axminstertowncouncil.gov.uk

PLAN25/021

To consider and, if thought fit, to approve the minutes of the Planning Committee meeting held in consultative session on 3rd February 2025 and to consider any matters arising from those minutes:

Approval of the minutes proposed by Chair, seconded by JP. Resolved unanimously.
No matters arising.

PLAN25/022

To consider any matters listed on this agenda that Councillors consider should be dealt with as confidential business as per the provisions of The Public Bodies (Admission to meetings) Act 1960: None raised by committee members.

PLAN25/023

To consider planning applications (as shown below) advised by the Local Planning Authority (East Devon District Council) prior to the agenda publication:

i) [25/0866/ADV](#) – 1 West Street (El Chapo) Axminster EX13 5NX

Installation (retrospective) of two illuminated signboards above shop entrance and on side wall.

It was proposed by JW, seconded by EP, that the Council did not support this application for the following reasons:

- a) That the signage was incongruous to the Conservation area and out-of-keeping with the existing streetscene signage in the town centre.
- b) That the signage would prove harmful to the setting of the premises opposite both a Grade 1 and a Grade 2 listed building.
- c) That the illumination of the signage at the narrow passing point could cause distraction to road users resulting in traffic accidents.
- d) That the illumination of the signage would result in light pollution and light-spill onto the Minster Green and cause nuisance for residents and neighbours.
- e) That the style, design, size and profile of the proposed signage was not sympathetic to the wider streetscene.

The proposal to Not Support was unanimously resolved.

Continued overleaf.

Axminster Town Council

Office Hours
Monday, Wednesday, Thursday
10am – 12 noon

Mayor: Cllr Jill Farrow
Town Clerk: Paul Hayward

www.axminstertowncouncil.gov.uk



THE GUILDHALL
WEST STREET
AXMINSTER
DEVON
EX13 5NX

Tel. 01297 32088

Email: Clerk@axminstertowncouncil.gov.uk

ii) [25/1176/FUL](#) – Charnwood, Cooks Lane, Axminster, EX13 5SQ

Change of use from garage to family annexe.

It was proposed by JP, seconded by EP, that the Council would support this application but would seek a planning condition restricting the usage to residential occupation associated with the primary residential dwelling nearby (ie, friends, family and guests) and that such usage would specifically prohibit commercial or holiday letting. Furthermore, that the Town Council would ask the Clerk to contact the three EDDC ward members for Axminster to seek their support of such conditions.

Resolved unanimously.

iii) [25/1205/PDQ](#) – Westwater Bungalow, Westwater, Axminster, EX13 7JD

Prior approval (Class Q) for COU from agricultural building to 3 dwellinghouses (2 holiday lets and 1 residential primary dwelling). [See 25/0592/PDQ \(previous\)](#)

It was proposed by Chair, seconded by JP, that the Council would support this application, having previously supported the larger application that was subsequently refused by planning officers.

Resolved unanimously.

PLAN25/024

To consider planning applications advised by the Local Planning Authority (East Devon District Council) after the agenda publication and as shown on the supplementary agenda published (if applicable):

i) [25/1302/FUL](#) – Northay Lodge, Trinity Hill Road, Axminster, EX13 5SS

Change of use of existing dwelling house (restricted for use as holiday accommodation) to permit unrestricted residential occupation.

It was proposed by Chair, seconded by EP, that the Council would support this application.

Resolved unanimously.

PLAN25/025

To consider planning applications advised by the Local Planning Authority (East Devon District Council) that relate to adjacent parishes where the Town Council's views are being sought (if applicable):

None to be considered.

Continued overleaf.

Axminster Town Council

Office Hours
Monday, Wednesday, Thursday
10am – 12 noon

Mayor: Cllr Jill Farrow
Town Clerk: Paul Hayward

www.axminstertowncouncil.gov.uk



THE GUILDHALL
WEST STREET
AXMINSTER
DEVON
EX13 5NX

Tel. 01297 32088

Email: Clerk@axminstertowncouncil.gov.uk

PLAN25/026

To ratify decisions made under delegated authority afforded to the Chair of Planning Committee and the Proper Officer by the Town Council in matters pertaining to minor planning applications.

i) 25/1181/FUL – Woodbury House, Woodbury Lane, Axminster, EX13 5TL
Retrospective application for extension of an access track.

Supported by Chair of Planning Committee.

ii) 25/1285/V106 – 10 Three Acre Close, Axminster, EX13 5GJ

Variation to S106 agreement amending paragraph 13.9 of first schedule allowing transfer of affordable housing product (re: equity percentage arrangement) and deletion of parag. 13.10 (10/0132/MFUL)

Supported by Chair of Planning Committee.

Chair proposed that both decisions be ratified. Seconded JW. Resolved unanimously.

PLAN25/027

To consider planning applications advised by the Local Planning Authority (East Devon District Council) that relate to tree matters (TPO/TRE):

None to be considered.

PLAN25/028

To note planning applications received but subsequently withdrawn prior to consideration.

i) 25/1164/FUL – 28A Foxhill, Axminster, EX13 5LT

Noted.

PLAN25/029

To consider any planning correspondence:

None to be considered.

PLAN25/030

To consider any matters considered as urgent by the presiding Chair:

None raised by Chair, members or Clerk.

Continued overleaf.

Axminster Town Council

Office Hours
Monday, Wednesday, Thursday
10am – 12 noon

Mayor: Cllr Jill Farrow
Town Clerk: Paul Hayward

www.axminstertowncouncil.gov.uk



THE GUILDHALL
WEST STREET
AXMINSTER
DEVON
EX13 5NX

Tel. 01297 32088

Email: Clerk@axminstertowncouncil.gov.uk

PLAN25/031

To note date of next scheduled meeting of the Planning Committee:

Meeting to be arranged if necessary – check website/noticeboard for details.

With no further business to attend to, the Chair closed the meeting at 7.25pm.

Signed Date: TBA

Axminster Town Council

Minutes of the meeting of the Planning Committee 26th June 2025

DRAFT MINUTES – YET TO BE APPROVED