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Minutes of the Virtual Meeting of the **Planning & Environment Committee** held via Zoom on Wednesday 29th April 2020 at 7pm.

Agenda no	Agenda item title			Power
Open Forum	There was one member of the public present via Zoom who wished to observe how the virtual meeting operated. There were no other members of the public or press present via Zoom and so the meeting continued without adjournment.			Public Bodies (Admissions to Meetings) Act 1960, s1(1).
Present	Cllrs Quirk (in the chair), Bygraves, Hensher, Lloyd, Noakes and Randell. In attendance: Cllr Wheeler. Cllr Wheeler is also the Borough Councillor for Wootton and spoke as a school governor with regard to agenda item P20/115 (20/00739/FUL – Wootton Upper School and Arts College, Hall End Road). In attendance: Sue Edgar Playford (Clerk to the Council and Responsible Financial Officer).			
Absent (no apologies received)	None.			
Agenda no	Agenda item title	Resolution	Action	Power
P20/107	Apologies for absence. None.	N/A.	N/A.	Local Government Act 1972, s85 (1) & Sch 12, Part VI, p40.
P20/108	Disclosure of local and/or disclosable pecuniary interests. None.	N/A.	N/A.	Localism Act 2011, Ch 7, s31.
P20/109	To consider any dispensation requests received by the Clerk in relation to local and/or disclosable pecuniary interests, not previously recorded. No requests received.	N/A.	N/A.	Localism Act 2011, Ch 7, s33.

P20/110	Report from outside organisations – for information only. None.	N/A.	N/A.	N/A.
P20/111	List of correspondence received (copies of correspondence can be requested from the Clerk) – for information only. None.	N/A.	N/A.	N/A.
P20/112	Minutes of the previous meeting. Members of the Planning & Environment Committee were asked to receive and adopt the minutes of the Planning & Environment Committee meeting held on 11 th March 2020. Members of the Planning & Environment Committee are asked to receive and adopt all decisions taken via email which replaced the meeting on 25 th March 2020, cancelled due to ongoing Coronavirus (Covid-19) restrictions.	Resolved to receive and adopt. Proposed: Cllr Noakes. Seconded: Cllr Randell. Resolved by all present. Resolved to receive and adopt. Proposed: Cllr Noakes. Seconded: Cllr Randell. Resolved by all present.	Clerk to keep on file.	Local Government Act 1972, Sch 12, Part VI, p41 (1).
P20/113	Matters arising from the minutes – for information only. ▪ P19/059 – Damaged/listing brick wall at St. Mary's churchyard. Resolved 27th September 2017 (P17/222) to appoint a structural engineer to inspect the wall and advise on what remedial works are necessary. Following that report, resolved 31st January 2018 to immediately extend the existing temporary picket fence and place signage in the area, warning of the wall's unstable nature, pending remedial works. A response from Historic England has now been received which recommended rebuilding the wall using reclaimed bricks on a like-for-like basis. Resolved 9th May 2018 (P18/111) to request Historic England consider different works, however Historic England have since replied stating they wish to defer to Bedford Borough Council as local planning/conservation authority for further guidance. Resolved 10th April 2019 (FC19/059) to source accompany/individual qualified to assist with the works. Cllr Quirk and the clerk met with a potential contractor on 31st July 2019 and a survey report has been received. Other potential contractors continue to be chased. The clerk and Cllrs Lloyd and Quirk will meet Q1 2020 to determine a tender process.	No further comments received.	Clerk to keep on file.	N/A.

	▪ P18/154 – Transfer of parish council-owned streetlights to Bedford Borough Council. Resolved 27th June 2018 (P18/154) to continue with the transfer and request Bedford Borough Council carry out structural examinations to all columns. Clerk has been told the Borough Council are dealing with this, but they have several other parishes to deal with too and timescales are not yet known. The clerk continues to chase. ▪ P18/183 – Works to St. Mary's cemetery extension hedgerow. Resolved 8th August 2018 (P18/183) that the height be reduced to improve visibility along the Church Road/Cause End Road junction. FA Bartlett Tree Experts have submitted a quote which has been forwarded to Bedford Borough Council, who will oversee and finance the proposed works. The clerk and BBCllr/Cllr Wheeler continue to chase. ▪ P20/061 – Improved entrance signage at Lorraine Road cemetery. Resolved 30th January 2019 (P19/012) that suggestions for signage (including materials, location, and costings) be submitted to the Clerk ahead of further discussions by this committee. Resolved 10th April 2019 (FC19/060) to obtain quotations for a sign similar to that at the cemetery entrance at Barton-le-Clay and the clerk has applied for a planning pre-application. Clerk is now sourcing suitable contractors to quote for the works. ▪ P19/202 – Remedial works to a cracked pavement within Lorraine Road cemetery. Resolved 30th October 2019 (P19/202) to appoint Driveway Rejuvenation Ltd to undertake all remedial works. The clerk has been informed remedial works will take place in Spring 2020 as winter weather will have an adverse effect on the finish and longevity. ▪ P19/138 – Directional sign from Cause End Road for Lorraine Road cemetery. Signage is now in place. Move to close. ▪ P20/013 – War Memorial works and removal of adjacent conifers. FA Bartlett Tree Experts Ltd have been appointed to remove the conifers and carry out remedial works to the adjoining hedgerow and ash tree (the latter is growing into a			
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	highways street lighting column). The conifers have now been removed and Memorial Makeovers will complete the War Memorial works.			
P20/114	To receive and approve the Income & Expenditure report for all Planning & Environment cost centres and Earmarked Reserves report for all cost centres for 2019-20, to date and to resolve a suitable course of action.	Resolved to receive and approve both reports without further comment. Proposed: Cllr Bygraves. Seconded: Cllr Randell. Resolved by all present.	Clerk to keep on file.	Governance and Accountability for Smaller Authorities in England 2019.
P20/115	a) Planning Applications – for resolution. 20/00682/FUL – 40 Fields Road. Demolition of existing detached domestic garage and erection of single storey dwelling in rear garden.	Cllr Quirk confirmed he had spoken to the applicant ahead of this meeting. After detailed discussion it was resolved TO OBJECT to the application using the following material considerations: • Bedford Borough Council's Local Plan 2030 made no provision for further development in Wootton and Bedford Borough Council were able to demonstrate a five year land supply; • Proposal did not meet with Wootton Parish Council's emerging Neighbourhood Plan; • Proposal would increase congestion along Fields Road; • Proposal would lead to loss of parking spaces for the current property and cause inconvenience to passing traffic on Fields Road if parking on the road; • Proposal represented an overdevelopment of the site; • Proposal would set a precedent for other dwellings to follow suit; • Plans did not sufficiently detail how the shared access would operate and it was noted emergency services vehicles would be unable to gain access to the new dwelling;	Clerk to take forward.	Town & Country Planning Act 1990 & subsequent.

	20/00690/FUL – Unit 6 Marston Vale Innovation Park. Erection of bridge link from the main car park to the office block. 20/00691/FUL – Unit 6 Marston Vale Innovation Park. Proposed vehicle staging area for delivery vehicles and associated pre-check gatehouse, re-configuration of main car park, alteration of vehicular access and creation of a new access from the site access road. 20/00739/FUL – Wootton Upper School and Arts College, Hall End Road. Erection of anew entrance canopy to the front elevation of the school. b) Planning Approvals (by Bedford Borough Council) – for information only. 20/00265/FUL – 42 Grovebury Court. Conversion of detached garage to annexe. This council previously raised NO OBJECTION.	The following was also noted: • The parish council had been made aware of an ongoing dispute regarding ownership of the land proposed for use as a driveway to the proposed dwelling. Proposed: Cllr Randell. Seconded: Cllr Hensher. Resolved by all present. Resolved NO OBJECTION. Proposed: Cllr Randell. Seconded: Cllr Quirk. Resolved by all present. Resolved NO OBJECTION. Proposed: Cllr Randell. Seconded: Cllr Quirk. Resolved by all present. BBCllr/Cllr Wheeler spoke as a governor of the upper school and confirmed the canopy would provide shelter to a reception area and main entrance to the school – needed for safeguarding issues. . Resolved NO OBJECTION. Proposed: Cllr Lloyd. Seconded: Cllr Quirk. Resolved by all present. No further comments received.		
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	c) Planning Applications withdrawn (notified by Bedford Borough Council) – for information only. None. d) Planning Refusals (by Bedford Borough Council) – for information only. 19/01313/FUL – 31 Hall End Road. Erection of three dwellings and two detached garages. This council previously raised AN OBJECTION. e) Planning (other – including Bedford Borough Council and the Secretary of State) – for information only. None.	No further comments received.		
P20/116	To request above application(s) be considered by the Full Planning Committee of Bedford Borough Council.	Resolved to request application 20/00682/FUL – 40 Fields Road be called in and considered by the Full Planning Committee of Bedford Borough Council. Proposed: Cllr Bygraves. Seconded: Cllr Randell. Resolved by all present.	BBCLlr/Cllr Wheeler and clerk to take forward.	Town & Country Planning Act 1990 & subsequent.
P20/117	To consider representation of the Council at the Full Planning Committee meeting of Bedford Borough Council discussing the above application(s).	Not applicable.	N/A.	Town & Country Planning Act 1990 & subsequent.
P20/118	To receive and adopt revised cemetery regulations in light of ongoing Coronavirus (Covid-19) restrictions and to resolve a suitable course of action.	Resolved to receive and adopt the revised cemetery regulations without further amendment. Proposed: Cllr Quirk. Seconded: Cllr Noakes. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

Meeting closed at 7.20pm.