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Minutes of the Virtual Meeting of the **Planning & Environment Committee** held via Zoom on Wednesday 26th August 2020 at 7pm.

Agenda no	Agenda item title			Power
Open Forum	There were no 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 Lloyd (in the chair in the absence of Cllr Quirk), Bygraves, Hensher, Lloyd, Noakes and Randell. In attendance Cllr Wheeler. Cllr Wheeler is also the Borough Councillor for Wootton. In attendance: Sue Edgar Playford (Clerk to the Council and Responsible Financial Officer).			
Absent (no apologies received)				
Agenda no	Agenda item title	Resolution	Action	Power
P20/163	Apologies for absence. Cllr Quirk (joined 7.13pm).	N/A.	N/A.	Local Government Act 1972, s85 (1) & Sch 12, Part VI, p40.
P20/164	Disclosure of local and/or disclosable pecuniary interests. Cllr Bygraves declared a pecuniary interest in agenda item P20/171 (20/01673/FUL) and did not take part in voting.	Noted for the minutes.	Clerk to keep on file.	Localism Act 2011, Ch 7, s31.
P20/165	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.

P20/166	Report from outside organisations – for information only. Bedford Borough Council. Extension of the (Temporary Prohibition of Through Traffic) Order 2017 in relation to Part of Footpath No 1. The closure will continue from Friday 24th July 2020 for up to one year.	No further comments received.	Clerk to keep on file.	N/A.
P20/167	List of correspondence received (copies of correspondence can be requested from the Clerk) – for information only. None.	N/A.	N/A.	N/A.
P20/168	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 29 th July 2020.	Resolved to receive and adopt. Proposed: Cllr Bygraves. Seconded: Cllr Randell. Resolved by all present. (To be signed in person by the Chairman when Coronavirus (Covid-19) restrictions have been lifted).	Clerk to keep on file.	Local Government Act 1972, Sch 12, Part VI, p41 (1).
P20/169	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 were due to meet Q1 2020	No further comments received.	Clerk to keep on file.	N/A.

	to determine a tender process but this has been placed on hold due to ongoing Coronavirus (Covid-19) restrictions. ▪ 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 provided Bedford Borough Council with latest risk assessments and inspection reports on 24th June 2020. ▪ 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 has been informed (18th August 2020) these works will now be carried out by Bedford Borough Council’s own contractors and BBCllr/Cllr Wheeler will liaise with Canon Ackroyd to inform him of latest developments. ▪ 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. The clerk is now obtaining planning permission and 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			
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	all remedial works. A quotation to pressure wash the area before carrying out remedial works is awaited. ▪ 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 highways street lighting column). The conifers have now been removed and Memorial Makeovers will complete the War Memorial works. This clerk has chased for timescales.			
P20/170	To receive and approve the Income & Expenditure report for all Planning & Environment cost centres and Earmarked Reserves report for all cost centres for 2020-21, to date and to resolve a suitable course of action.	Resolved to receive and approve both reports without further comment. Proposed: Cllr Noakes. Seconded: Cllr Bygraves. Resolved by all present.	Clerk to keep on file.	Governance and Accountability for Smaller Authorities in England 2020.
P20/171	a) Planning Applications – for resolution. 20/01673/FUL – 6 Fields Road. Rear extension and external alterations including balcony to rear, erection of garden office. b) Planning Approvals (by Bedford Borough Council) – for information only. 20/01144/FUL – Meadowview, 60 Cause End Road. Single storey front and rear extensions, new pitched roof over dormer to front, cladding and rendering to existing elevations. This council previously raised no objection. 20/01173/FUL – 15 Halegate. Single storey rear and side extension. This council previously raised no objection. 20/01307/FUL – 37 Payne Road. Single storey rear extension. This council previously raised no objection.	Resolved NO OBJECTION. Proposed: Cllr Noakes. Seconded: Cllr Randell. Resolved by majority vote. Cllr Bygraves did not take part in discussions or voting. No further comments received.	Clerk to take forward.	Town & Country Planning Act 1990 & subsequent.

	c) Planning Applications withdrawn (notified by Bedford Borough Council) – for information only. None. d) Planning Refusals (by Bedford Borough Council) – for information only. None. e) Planning (other – including Bedford Borough Council and the Secretary of State) – for information only. None.			
P20/172	To request above application(s) be considered by the Full Planning Committee of Bedford Borough Council.	Not applicable.	N/A.	Town & Country Planning Act 1990 & subsequent.
P20/173	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.
P20/174	To consider a course of action with regard to unauthorised works to shrubs within Lorraine Road cemetery and to resolve a suitable course of action.	It was noted the issue may have been caused due to lockdown restrictions and the lack of waste disposal services. Resolved to keep this on file and review again should further incidences occur. Proposed: Cllr Lloyd. Seconded: Cllr Bygraves. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
P20/175	To consider a response to Bedford Borough Council in relation to its proposal to introduce a 7.5 tonne weight restriction on roads in Kempston Rural and Wootton.	Resolved to note the proposal which was welcomed but to clarify the siting of signage along Cranfield Road. It was thought the proposed location (adjacent to Hoo Lane) would not permit HGV's to turn, should the need arise. Proposed: Cllr Randell. Seconded: Cllr Noakes. Resolved by all present.	Clerk to take forward.	Stakeholder Consultation.

Meeting closed at 7.20pm.

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Chairman.....

Date 9th September 2020