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Minutes of the Virtual Meeting of the **Planning & Environment Committee** held via Zoom on Wednesday 30th September 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 Quirk, (in the chair), Bygraves, Hensher, 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
P20/187	Apologies for absence. Cllr Lloyd.	Noted for the minutes.	Clerk to keep on file.	Local Government Act 1972, s85 (1) & Sch 12, Part VI, p40.
P20/188	Disclosure of local and/or disclosable pecuniary interests. None.	N/A.	N/A.	Localism Act 2011, Ch 7, s31.
P20/189	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.
P20/190	Report from outside organisations – for information only.	No further comments received.	Clerk to keep on file.	N/A.

	Bedford Borough Council – Renhold and Staploe Neighbourhood Areas. Bedford Borough Council has designated Renhold and Staploe Neighbourhood Areas which is the whole civil parish in both cases. Further information and a copy of the Council’s decision statement, including a map of the Neighbourhood Areas can be viewed on the Council’s website at: www.bedford.gov.uk/neighbourhoodplanning. As a result of the designation, Renhold and Staploe Parish Councils will be able to proceed to prepare a Neighbourhood Development Plan/Order.			
P20/191	List of correspondence received (copies of correspondence can be requested from the Clerk) – for information only. None.	N/A.	N/A.	N/A.
P20/192	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 9 th September 2020.	Resolved to receive and adopt. Proposed: Cllr Quirk. Seconded: Cllr Bygraves. 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).
P20/193	Matters arising from the minutes – for information only. Please inform the Clerk by Tuesday 29th September 2020 if you have information or a query on any item below. 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	No further comments received.	Clerk to keep on file.	N/A.

	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 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. Works are expected to be completed by the end of September 2020. ▪ 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			
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	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 all remedial works. A quotation to pressure wash the area before carrying out remedial works has been accepted subject to clarification over the use of weed killer. ▪ 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 continues to chase for timescales.			
P20/194	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 Bygraves. Seconded: Cllr Randell. Resolved by all present.	Clerk to keep on file.	Governance and Accountability for Smaller Authorities in England 2020.
P20/195	a) Planning Applications – for resolution. None. b) Planning Approvals (by Bedford Borough Council) – for information only. 20/01593/TPO – 5 Potters Cross, Wootton. T1 Ash – thin crown by 20% and reduce crown by 20%. This council was not previously consulted on this application. 20/01664/NMA – 31 Hall End Road. (18/00359/FUL) – Non-material minor amendment application to amend the external finishes. Render finish to be replaced with a red multi facing brick, existing pebbledash render to be removed	No further comments received.	Clerk to keep on file.	Town & Country Planning Act 1990 & subsequent.

	and replaced with an insulated brick slip system, existing chimneys to be removed, approved openings revised, all external guarding to the rear flat roof to be glazed instead of metal railings, garage column has been removed and balcony railings amended. This council previously resolved NO OBJECTION. 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.			
P20/196	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.
P20/197	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.
P20/198	To consider the renewal of a street trading consent outside of Bedford Town Centre for Nirmal Badhan T/A Dave's Snax and to resolve a suitable course of action.	Resolved to accept the renewal application without further comment. Proposed: Cllr Bygraves. Seconded: Cllr Noakes. Resolved by all present.	Clerk to take forward.	Stakeholder Consultation.
P20/199	To receive a recommendation from the Neighbourhood Plan Steering Group that the Planning & Environment Committee respond to central government's 'Changes to the Planning System' consultation and to resolve a suitable course of action.	Resolved to accept the recommendation that the six month rule relating to Neighbourhood Plan submissions (as detailed within the First Homes Policy) be extended to nine months. Proposed: Cllr Bygraves.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

		Seconded: Cllr Noakes. Resolved by all present.		
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Meeting closed at 7.11pm.