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Minutes of the Virtual Meeting of the **Planning & Environment Committee** held via Zoom on Wednesday 9th December 2020 at 7.02pm.

Agenda no	Agenda item title			Power
Open Forum	There was one member of the public present who wished to observe the meeting. 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 and Noakes. In attendance: Cllr Mapesa. 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
P20/254	Apologies for absence. Cllr Randell.	Noted for the minutes.	Clerk to keep on file.	Local Government Act 1972, s85 (1) & Sch 12, Part VI, p40.
P20/255	Disclosure of local and/or disclosable pecuniary interests. None.	N/A.	N/A.	Localism Act 2011, Ch 7, s31.
P20/256	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.
P20/257	Report from outside organisations – for information only.	N/A.	N/A.	N/A.

	None.			
P20/258	List of correspondence received (copies of correspondence can be requested from the Clerk) – for information only. Email from a resident in relation to a planning application previously discussed by this committee (committee resolved TO OBJECT) – 20/02422/TPO – The Keeley, 155 Bedford Road. T1 Yew tree – fell to ground level.	Cllr Quirk confirmed the tree had been felled before expiration of the tree protection order notice period. It was now for Bedford Borough Council (as Local Planning Authority) to take any enforcement action, although it was noted the tree may have been considered dangerous – hence the action taken. The resident had been informed of the same. It was agreed to bring this back to the next meeting of this committee in order to establish what, if any, action had been taken by Bedford Borough Council and any further action by this committee.	Clerk to take forward.	N/A.
P20/259	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 25 th November 2020.	Resolved to receive and adopt. Proposed: Cllr Quirk. Seconded: Cllr Noakes. Resolved by all present. (To be signed in person by the Chairman after this meeting).	Clerk to keep on file.	Local Government Act 1972, Sch 12, Part VI, p41 (1).
P20/260	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	*The clerk confirmed they would arrange a virtual meeting with representatives from St. Mary's in the New Year in order to move matters forward. **Cllr Quirk confirmed the works had been completed to a high standard.	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*. ▪ P20/228 – 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. Bedford Borough Council has since requested further testing which cannot be undertaken due to the style of columns and it was resolved 28th October 2020 (FC20/228) that Bedford Borough Council take on the columns if further testing is required. ▪ 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. Works have been completed. 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 was growing into a highways street lighting column). The conifers have now been removed and the ash tree trimmed. Memorial Makeovers have now recommended leaving the works until the end of 2020 to allow for further settlement which has been caused by the removal of the conifers. Memorial Makeovers have confirmed the structure remains sound.			
P20/261	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 Noakes. Resolved by all present.	Clerk to keep on file.	Governance and Accountability for Smaller Authorities in England 2020.
P20/262	a) Planning Applications – for resolution. None. b) Planning Approvals (by Bedford Borough Council) – for information only. 20/02299/FUL – 30 Tithe Barn Road. Single storey front extension. This council previously raised AN 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.	No further comments received.	Clerk to keep on file.	Town & Country Planning Act 1990 & subsequent.

	e) Planning (other – including Bedford Borough Council and the Secretary of State) – for information only. None.			
P20/263	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.
P20/264	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.
P20/265	To receive a report from Cllr Quirk regarding a hedgerow at Lorraine Road cemetery and to resolve a suitable course of action.	A detailed email received from the resident requesting works to the hedgerow height between their garden and Lorraine Road cemetery was circulated with the agenda, ahead of this meeting. Cllr Quirk then provided more in the way of background. After discussion it was resolved to leave the hedgerow height as was, and to allow the caretaker to continue with their current maintenance programme. It was noted this would provide privacy to mourners attending the cemetery. Proposed: Cllr Quirk. Seconded: Cllr Lloyd. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

Meeting closed at 7.20pm.