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Minutes of the Virtual Meeting of the **Planning & Environment Committee** held via Zoom on Wednesday 13th January 2021 at 7pm.

Agenda no	Agenda item title			Power
Open Forum	One member of the public had confirmed to the Clerk they would attend the meeting to observe and discuss agenda item P21/013, however they did not arrive until 7.27pm by which time that agenda item had been discussed. They were subsequently informed of the outcome to both that agenda item and agenda item P20/009 (20/02913/FUL – 40 Fields Road. Single storey rear extension with dormers to the front). 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: Sue Edgar Playford (Clerk to the Council and Responsible Financial Officer).			
Absent (no apologies received)	None.			
Agenda no	Agenda item title	Resolution	Action	Power
P21/001	Apologies for absence. None.	N/A.	N/A.	Local Government Act 1972, s85 (1) & Sch 12, Part VI, p40.
P21/002	Disclosure of local and/or disclosable pecuniary interests. None.	N/A.	N/A.	Localism Act 2011, Ch 7, s31.
P21/003	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.

P21/004	Report from outside organisations – for information only. None.	N/A.	N/A.	N/A.
P21/005	List of correspondence received (copies of correspondence can be requested from the Clerk) – for information only. Further response from a resident regarding agenda item P20/265.	It was noted any future damage to the residents fencing would be considered as and when an issue arose.	Clerk to take forward.	N/A.
P21/006	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 December 2020.	Resolved to receive and adopt. Proposed: Cllr Noakes. Seconded: Cllr Bygraves. 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).
P21/007	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 to determine a tender process, but this has been placed on hold due to ongoing Coronavirus (Covid-19) restrictions.		Clerk to keep on file.	N/A.

	▪ 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. ▪ 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 and will be revisited in Q1 2021.			
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P21/008	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.
P21/009	a) Planning Applications – for resolution. 20/02913/FUL – 40 Fields Road. Single storey rear extension with dormers to the front. 20/02919/FUL – 89 Bedford Road. Double storey rear and side extension. 20/02926/FUL – 4 Studley Road. Single storey side extension. 20/02935/FUL – 20 Oak Close. Loft conversion with rear dormer.	Resolved NO OBJECTION but the following observation was made: - Bedford Borough Council should consider any future parking issues should the site be further developed. Proposed: Cllr Quirk. Seconded: Cllr Randell. Resolved by all present. Resolved NO OBJECTION but the following observation was made: - Bedford Borough Council should consider the exacerbation of parking congestion in the area. Proposed: Cllr Randell. Seconded: Cllr Lloyd. Resolved by all present. Resolved NO OBJECTION. Proposed: Cllr Bygraves. Seconded: Cllr Noakes. Resolved by all present. Resolved NO OBJECTION. Proposed: Cllr Bygraves. Seconded: Cllr Noakes. Resolved by all present.	Clerk to keep on file.	Town & Country Planning Act 1990 & subsequent.

	b) Planning Approvals (by Bedford Borough Council) – for information only. 20/02224/FUL – 6 Keeley Farm Court. Single storey rear extension following the demolition of existing conservatory. This council previously raised NO OBJECTION. 20/02373/FUL – 18 Granby Way. Single storey rear extension and loft conversion with rear dormer. This council previously raised NO OBJECTION. 20/02534/FUL – 27a Church Road. Brick plinth, rendering of property and re-tiling of roof and porch. This council previously raised NO OBJECTION. 20/02543/FUL – Fairford House, 73 St. Mary's Road. Two storey side and rear extension following demolition of existing rear extension, detached single garage and front porch. This council previously raised 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. 20/01842/OUT – 18 and Land at 16 Bedford Road. Outline application for demolition of existing dwelling and erection of five dwellings with all matters reserved except for access. Amended/Additional plans received. This council previously raised AN OBJECTION.	No further comments received. It was noted this committee's previous objection to this application still applied.		
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	20/02422/TPO – The Keeley, 155 Bedford Road. T1 Yew tree – fell to ground level. Concerns were previously raised the tree had been felled before expiration of the tree protection notice period. Bedford Borough Council has responded as follows: <i>“We are aware that the tree was removed without consent and the Council’s Tree Officer is in discussions with the owner’s tree surgeon to secure a replacement tree within the current planting season. We would have supported the tree’s removal but would have required a replacement tree by planning condition had the application been allowed to run its proper course”.</i>	The response from Bedford Borough Council was noted and this committee would continue to monitor the situation.		
P21/010	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.
P21/011	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.
P21/012	To consider a variance to a street trading consent outside of Bedford Town Centre for James Sharpe T/A Dessert Boss and to resolve a suitable course of action.	Cllr Lloyd wished to record for the minutes his objection to the proposed waiting area for the following reasons: • Customers would use the adjacent Sainsbury’s car park when visiting Dessert Boss; • Users of the Sainsbury’s car park would have impaired visibility when exiting due to the location of Dessert Boss. After further discussion it was resolved to accept the variance without amendment. Proposed: Cllr Bygraves. Seconded: Cllr Randell. Resolved by majority vote.	Clerk to take forward.	Stakeholder Consultation.
P21/013	To receive a report from the Clerk regarding Facebook comments made in relation to a previous planning application and to resolve a suitable course of action.	This agenda item was heard after agenda item P21/003.	Clerk to keep on file.	Localism Act 2011, Ch 1, s1-8.

		The Clerk provided copies of the email thread received from the resident and also Facebook thread, ahead of the meeting and provided further background at the meeting. After discussion it was agreed any councillor had the right of free speech especially as the initial Facebook comment was both vexatious and without foundation. Resolved to accept the above. Proposed: Cllr Randell. Seconded: Cllr Noakes. Resolved by all present.		
P21/014	To receive a report from Cllr Quirk regarding the proposal by Bedford Borough Council in relation to its Making of Order – Deletion of Public Footpath No 7 (Hall End adjacent to the Upper School) and to resolve a suitable course of action.	After detailed discussion it was resolved to support the proposal to delete Public Footpath No 7, in light of the additional information received. Proposed: Cllr Quirk. Seconded: Cllr Randell. Resolved by majority vote.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
P21/015	To receive a report from Cllr Quirk regarding vehicles being driven over Popes Way Green and to resolve a suitable course of action.	Resolved to erect signage informing residents that no unauthorised motorised vehicles were permitted to access the green. Proposed: Cllr Quirk. Seconded: Cllr Randell. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
P21/016	To receive a report from Cllr Lloyd regarding the potential erection of a headstone/memorial to a plot at Lorraine Road cemetery and to resolve a suitable course of action.	In light of a full agenda which had run until 7.30pm it was agreed to carry this agenda item forward to the next meeting of this committee.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

Meeting closed at 7.32pm.