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WoottonParishCouncilBedfordshire

Minutes of the Virtual Meeting of the **Planning & Environment Committee** held via Zoom on Wednesday 27th January 2021 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, Lloyd, Noakes and Randell. In attendance: Cllrs O'Dell and 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)	None.			
Agenda no	Agenda item title	Resolution	Action	Power
P21/017	Apologies for absence. None.	N/A.	N/A.	Local Government Act 1972, s85 (1) & Sch 12, Part VI, p40.
P21/018	Disclosure of local and/or disclosable pecuniary interests. None.	N/A.	N/A.	Localism Act 2011, Ch 7, s31.
P21/019	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.
P21/020	Report from outside organisations – for information only.	N/A.	N/A.	N/A.

	None.			
P21/021	List of correspondence received (copies of correspondence can be requested from the Clerk) – for information only. None.	N/A.	N/A.	N/A.
P21/022	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 13 th January 2021.	Resolved to receive and adopt. Proposed: Cllr Noakes. Seconded: Cllr Randell. 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).
P21/023	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. ▪ 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	No further comments received.	Clerk to keep on file.	N/A.

	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. ▪ P21/009 – Planning Application 20/02422/TPO – The Keeley, 155 Bedford Road. T1 Yew tree – fell to ground level. Concerns were previously raised the tree had been felled			
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	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> This committee noted Bedford Borough Council’s response at its meeting on 13th January 2021 and stated it would continue to monitor the situation.			
P21/024	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.
P21/025	a) Planning Applications – for resolution. 20/03077/FUL – Unit 8, I Worx Innovation Way. New first floor mezzanine level for additional office space. 21/00017/FUL – St. Alban, 32 Bedford Road. New front dormers. 21/00032/FUL – 6 Fields Road. One and two storey front, side and rear extension and balcony to rear. Erection of rear garden office building. b) Planning Approvals (by Bedford Borough Council) – for information only. 20/02091/FUL – 118 Mepham Road. Single storey front extension.	Resolved NO OBJECTION. Proposed: Cllr Randell. Seconded: Cllr Quirk. Resolved by all present. Resolved NO OBJECTION. Proposed: Cllr Randell. Seconded: Cllr Quirk. Resolved by majority vote. Resolved NO OBJECTION. Proposed: Cllr Randell. Seconded: Cllr Quirk. Resolved by all present. No further comments received.	Clerk to keep on file.	Town & Country Planning Act 1990 & subsequent.

	This council previously raised NO OBJECTION. 20/02364/TPO – 61 Cause End Road. 4 smaller lime trees to be reduced to approximately six metres in height. One larger lime tree adjacent to Wootton New Life Methodist Church to be reduced by three metres in height. This council previously raised NO OBJECTION. 20/02926/FUL – 4 Studley Road. Single storey side extension. 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. None.			
P21/026	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.
P21/027	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.
P21/028	To consider first steps in relation to an open design competition in relation to a proposed project for the Berryfields/Fields Road roundabout and to resolve a suitable course of action.	After discussion it was resolved to place an article in March's Wootton newsletter inviting designs and/or proposals for the roundabout from residents and/or local schools. The article would include roundabout dimensions, project restrictions/limitations and the proposed deadline for submissions.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

P21/029	To consider a request from Bedford Borough Council that the ongoing development at 41-43 Cause End Road (eight dwellings) be registered as 1-8 Manor Gardens (post code to be determined by Royal Mail) and to resolve a suitable course of action.	It was noted Manor Gardens could be confused with Manor Road. After discussion it was resolved to request the development be registered as Rawlins Gardens. Proposed: Cllr Randell. Seconded: Cllr Lloyd. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
P21/030	To resolve under the terms of the Public Bodies (Admissions to Meetings) Act 1960, s1(2) that any members of the public or press present please leave, in order to discuss the following item(s).	There were no members of the public or press present.	N/A.	Public Bodies (Admissions to Meetings) Act 1960, s1(2).
P21/031	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.	Cllr Lloyd detailed since publication of this meeting's agenda, he had spoken to both parties involved in the potential erection of the headstone/memorial. After discussion it was resolved the previous resolution (14 th October 2020 P20/213) still applied – any request received from either party would require the agreement of both parties before approval was granted. If necessary, the clerk would bring the request to this committee for determination. Further noted any works (once agreed) would need to be completed within 12 months otherwise approval would be required again. This resolution was specific to this request only and any similar scenarios would require separate discussions. Proposed: Cllr Quirk. Seconded: Cllr Randell. Resolved by all present.	Clerk to keep on file.	Localism Act 2011, Ch 1, s1-8.

Meeting closed at 7.25pm.

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Chairman.....

Date 10th February 2021