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WoottonParishCouncilBedfordshire

Minutes of the Virtual Meeting of the **Planning & Environment Committee** held via Zoom on Wednesday 28th April 2021 at 7pm.

Agenda no	Agenda item title			Power
Open Forum	There was one member of the public present who wished to speak and observe discussions on agenda item P21/096. 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, Randell and Noakes. In attendance: John Wheeler. Cllr Wheeler is also the Borough Councillor for Wootton (arrived 7.10pm). 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
P21/085	Apologies for absence. None.	N/A.	N/A.	Local Government Act 1972, s85 (1) & Sch 12, Part VI, p40.
P21/086	Disclosure of local and/or disclosable pecuniary interests. None.	N/A.	N/A.	Localism Act 2011, Ch 7, s31.
P21/087	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.
P21/088	Report from outside organisations – for information only.	No further comments received.	Clerk to keep on file.	N/A.

	- Bedford Borough Council. Great Barford Neighbourhood Development Plan. Under Regulation 15 of the Neighbourhood Planning (General) Regulations 2012, Great Barford Parish Council has submitted their Neighbourhood Development Plan to Bedford Borough Council. In accordance with Regulation 16 of the Neighbourhood Planning (General) Regulations 2012, Bedford Borough Council is inviting representations on the Sharnbrook Neighbourhood Development Plan for a period of 6 weeks. The submission plan and supporting documents are available on the Council's website at: www.bedford.gov.uk/neighbourhoodplanning. Paper copies of the documents are also available for inspection during normal opening hours at: - Great Barford Post Office and General Stores, 8-10 High Street, Great Barford, MK44 3LB. Representations must be made in writing by (preferably using the consultation form provided on the website) and can be: - emailed to: planningforthefuture@bedford.gov.uk; or - Posted to: Planning Policy Team, Bedford Borough Council, Borough Hall, Cauldwell Street, Bedford, MK42 9AP. This is not a freepost address; please use a stamp. Any representations may include a request to be notified of Bedford Borough Council's decision under Regulation 19 (Decision on a plan proposal) in relation to the submitted neighbourhood development plan. <u>All representations must be received by 5pm on 16th May 2021.</u> All comments will be publicly available. Please note that personal information provided will be processed by Bedford Borough Council in line with the Data Protection Act 2018. After the consultation, the plan will undergo independent examination and referendum.			
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	For further details on this process, please refer to the Locality Neighbourhood Plan Roadmap on their website: https://neighbourhoodplanning.org/toolkits-and-guidance/create-neighbourhood-plan-step-by-step-roadmap-guide/ - Bedford Borough Council. Willington Neighbourhood Development Plan. Under Regulation 15 of the Neighbourhood Planning (General) Regulations 2012, Willington Parish Council has submitted their Neighbourhood Development Plan to Bedford Borough Council. In accordance with Regulation 16 of the Neighbourhood Planning (General) Regulations 2012, Bedford Borough Council is inviting representations on the Sharnbrook Neighbourhood Development Plan for a period of 6 weeks. The submission plan and supporting documents are available on the Council's website at: www.bedford.gov.uk/neighbourhoodplanning. Paper copies of the documents are also available for inspection during normal opening hours at: - Hudsons Plant Centre, Bedford Road, Willington, MK44 3PR. Representations must be made in writing by (preferably using the consultation form provided on the website) and can be: - emailed to: planningforthefuture@bedford.gov.uk; or - Posted to: Planning Policy Team, Bedford Borough Council, Borough Hall, Cauldwell Street, Bedford, MK42 9AP. This is not a freepost address; please use a stamp. Any representations may include a request to be notified of Bedford Borough Council's decision under Regulation 19 (Decision on a plan proposal) in relation to the submitted neighbourhood development plan. All representations must			
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P21/089	List of correspondence received (copies of correspondence can be requested from the Clerk) – for information only. None.	N/A.	N/A.	N/A.
P21/090	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 31st March 2021.	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).
P21/091	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	No further comments received.	Clerk to keep on file.	N/A.

	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 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. The further testing issue has now been resolved and the clerk is currently awaiting the relevant paperwork, confirming bar one minor issue, all is in order. Resolved 31st March 2021 (P21/082) to accept that paperwork and again request Bedford Borough Council take on the ownership/maintenance of the streetlights. The clerk has now been informed Bedford Borough Council will draft a scheme plan, costings and payback period for consideration. • 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			
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	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. This project has been delayed due to Coronavirus Covid-19 restrictions. • 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 did revisit in early February 2021. The grounds remained waterlogged in winter and now they are drier, the clerk is awaiting revised timescales. • 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 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.			
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	P21/028 – Open Design Competition, Berryfields/Fields Road roundabout. Resolved 27th January 2021 (P21/028) to place an article in March's Wootton newsletter inviting designs and/or proposals for the roundabout from residents and/or local schools. March's newsletter has now been delivered.			
P21/092	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 Quirk. Seconded: Cllr Randell. Resolved by all present.	Clerk to keep on file.	Governance and Accountability for Smaller Authorities in England 2020.
P21/093	a) Planning Applications – for resolution. 21/00810/FUL – White Gables, 46 Hall End Road. Erection of 1.5 storey side/rear extension, demolition of two existing garages and replacement quadruple garage, covered eating area and vehicle gates. 21/00938/ADV – Unit 6, Marston Vale Innovation Park. Installation of three internally illuminated fascia signs, one non-illuminated fascia sign and one internally illuminated monument sign. 21/00997/FUL – 3 Stevenson Walk. Garage conversion and associated external alterations. b) Planning Approvals (by Bedford Borough Council) – for information only. 21/00196/FUL – 20 Foster Way. Single storey front and rear extensions. This council previously raised NO OBJECTION.	Resolved NO OBJECTION. Proposed: Cllr Noakes. Seconded: Cllr Randell. Resolved by all present. Resolved NO OBJECTION. Proposed: Cllr Quirk. Seconded: Cllr Randell. Resolved by all present. Resolved NO OBJECTION but the following observation was made: Bedford Borough Council should consider whether sufficient parking spaces will remain in the area, following the conversion of the garage. Proposed: Cllr Quirk. Seconded: Cllr Noakes. Resolved by all present. No further comments received.	Clerk to keep on file.	Town & Country Planning Act 1990 & subsequent.

	21/00223/FUL – The Anchorage, 75-77 Hall End 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.			
P21/094	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.
P21/095	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.
P21/096	To receive a report from Cllr Quirk regarding comments received in relation to the proposal to add solid wooden posts on the grass area and collapsible metal posts on the pavement area, where Popes Way Green meets Lorraine Road and to resolve a suitable course of action.	The member of the public present thanked the parish council for the responses previously given to their concerns over the proposal and Cllr Quirk provided a history of the area, including the clerk's success in registering the area under adverse possession, to the parish council. A number of vehicles had caused damage (ruts) to the grass which had been in-filled at cost to the parish council – hence the proposal to add some form of barrier to both restrict and monitor future access. Any access request would need to be made to the clerk.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

		Discussions centred on the best location to permit vehicular access which was subsequently determined as central to both pavements (given the pavements were the responsibility of Bedford Borough Council). After further discussion it was resolved to bring this proposal back to a future meeting of this committee, to determine final locations, costings and materials. Proposed: Cllr Quirk. Seconded: Cllr Randell. Resolved by all present.		
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Meeting closed at 7.24pm.