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Minutes of the Virtual Meeting of the **Planning & Environment Committee** held via Zoom on Wednesday 5th May 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, Randell and Noakes. 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
P21/097	Apologies for absence. None.	N/A.	N/A.	Local Government Act 1972, s85 (1) & Sch 12, Part VI, p40.
P21/098	Disclosure of local and/or disclosable pecuniary interests. None.	N/A.	N/A.	Localism Act 2011, Ch 7, s31.
P21/099	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.
P21/100	Report from outside organisations – for information only. None.	N/A.	N/A.	N/A.

P21/101	List of correspondence received (copies of correspondence can be requested from the Clerk) – for information only. None.	N/A.	N/A.	N/A.
P21/102	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 28 th April 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).
P21/103	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 Council carry out structural examinations to all columns. Clerk	No further comments received.	Clerk to keep on file.	N/A.

	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 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			
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	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. • 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.			
P21/104	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.	Not closed.	Clerk to keep on file.	Governance and Accountability for Smaller Authorities in England 2020.
P21/105	a) Planning Applications – for resolution. 21/01035/LBC – 3 Cranfield Road. Demolition of existing conservatory and erection of single storey rear extension.	Resolved NO OBJECTION. Proposed: Cllr Quirk. Seconded: Cllr Randell. Resolved by all present.	Clerk to keep on file.	Town & Country Planning Act 1990 & subsequent.

	21/01060/FUL – 63 Grovebury Court. Single storey side and rear extension. 21/01076/FUL – 1 Stewart Court. Front extension and conversion of garage including external alterations. 21/01081/FUL – 23 Summerfield Drive. Single storey side extension and side extension/alterations to existing conservatory. 21/01137/FUL – 34 Lorraine Road. Garage conversion with change of flat roof to hipped.	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 Randell. Seconded: Cllr Noakes. Resolved by all present. Resolved TO OBJECT using the following materials considerations: • Works may reduce the line of sight for passing vehicles; • Proposed works are out of character with neighbouring properties; • Works may be sited over the building line. Proposed: Cllr Lloyd. Seconded: Cllr Quirk. 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 Randell. Resolved by all present.		
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	b) Planning Approvals (by Bedford Borough Council) – for information only. 21/00453/FUL – 12 Popes Way. First floor rear extension above part existing and new covered area. 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. 21/00315/FUL – 41 Folkes Road. Two storey rear extension. This council previously raised NO OBJECTION. 21/00452/FUL – 32 Elmsdale Road. Single storey front extension and two storey side extension. This council previously raised NO OBJECTION. e) Planning (other – including Bedford Borough Council and the Secretary of State) – for information only. None.	No further comments received. No further comments received.		
P21/106	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.
P21/107	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.

Meeting closed at 7.12pm.