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Minutes of the **Planning & Environment Committee** meeting held on Wednesday 26th May 2021 at 7pm at Wootton Community Centre, Harris Way, Wootton.

Agenda no	Agenda item title			Power
P21/108	To elect a Chairman of the Planning & Environment Committee. A nomination was received on the evening in favour of Cllr Quirk. Resolved that Cllr Quirk be appointed Chairman for the ensuing municipal year. Proposed: Cllr Hensher. Seconded: Cllr Bygraves. Resolved by all present.			Local Government Act 1972, Part 1, s15 (1).
P21/109	To elect a Vice-Chairman of the Planning & Environment Committee. Not applicable.			Local Government Act 1972, Part 1, s15 (6).
Open Forum	There were no members of the public or press present 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: Sue Edgar Playford (Clerk to the Council and Responsible Financial Officer). Also in attendance: Cllrs Watson and Wheeler. Cllr Wheeler is also the Borough Councillor for Wootton and Cllr Watson was in attendance to observe the meeting.			
Absent (no apologies received)	None.			
Agenda no	Agenda item title	Resolution	Action	Power
P21/110	Apologies for absence.	Noted for the minutes.	Clerk to keep on file.	Local Government Act 1972,

	Cllr Randell.			s85 (1) & Sch 12, Part VI, p40.
P21/111	Disclosure of local and/or disclosable pecuniary interests. None.	N/A.	N/A.	Localism Act 2011, Ch 7, s31.
P21/112	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.
P21/113	Report from outside organisations – for information only. None.	N/A.	N/A.	N/A.
P21/114	List of correspondence received (copies of correspondence can be requested from the Clerk) – for information only. None.	N/A.	N/A.	N/A.
P21/115	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 5 th May 2021.	Resolved to receive and adopt. Proposed: Cllr Noakes. Seconded: Cllr Bygraves. Resolved by all present.	Clerk to keep on file.	Local Government Act 1972, Sch 12, Part VI, p41 (1).
P21/116	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.	No further comments received.	Clerk to keep on file.	N/A.

	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 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.			
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	• 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. • 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.			
P21/117	To receive and approve the Income & Expenditure report for all Planning & Environment cost centres and Earmarked Reserves report	To follow when year-end accounts for 2020-21 have been closed down.	N/A.	Joint Panel on Accountability and Governance for Smaller Authorities in England 2021.

	for all cost centres for 2021-22, to date and to resolve a suitable course of action.			
P21/118	a) Planning Applications – for resolution. 21/00322/M73 – Land South of Fields Road. Reserved Matters (Layout, Scale, Appearance and Landscaping) for Plots 4 and 5 pursuant to outline permission 17/00666/MAO, including variation of approved plans condition 1 attached to 19/00742/MAR to include roof plans and details of photovoltaic panels as approved plans. 21/01194/FUL – 12 Granby Way. Single storey front extension with new porch entrance and single storey rear extension. 21/01212/FUL – 66 Ashpole Avenue. Two storey side extension with single storey link to garage. 21/01228/FUL – 7 Tysoe Close. Garage conversion.	Resolved NO OBJECTION. Proposed: Cllr Hensher. Seconded: Cllr Noakes. Resolved by all present. Resolved NO OBJECTION but to pass the following observation back to Bedford Borough Council: - No part of the roof or guttering should exceed the boundary line. Proposed: Cllr Lloyd. Seconded: Cllr Bygraves. Resolved by all present. Resolved NO OBJECTION. Proposed: Cllr Bygraves. Seconded: Cllr Lloyd. Resolved by majority vote. Cllr Noakes abstained from voting. Resolved TO OBJECT using the following material considerations: - The plans lacked detail and made no reference to the proposed use following conversion. Clarification was requested from Bedford Borough Council in order to make an informed decision. Proposed: Cllr Lloyd. Seconded: Cllr Noakes. Resolved by all present.	Clerk to keep on file.	Town & Country Planning Act 1990 & subsequent.

	21/01246/FUL – 30 Tithe Barn Road. First floor side extension and ground floor verandah to rear. 21/01262/TPO – Walnut House, 21a Bedford Road. T1 – Sycamore. Fell to ground level and grind. Client is aware a similar species must be replanted and Bedford Borough Council will be undertaking the replanting works. 21/01297/S73 – Site of Former 41 and 43 Cause End Road. Variation of Condition Application. Demolition of existing dwellings and erection of eight residential units divided into four pairs of semi-detached houses, including variation of approved plans condition 2, attached to 19/01590/FUL) to allow for the creation of habitable attic space for plots 3,4,5 and 6. 21/01353/FUL – 54 Tithe Barn Road. Demolition of existing outbuilding and erection of new three bedroom end of terrace dwelling.	Resolved NO OBJECTION but to pass the following observation back to Bedford Borough Council: • Access to the property was not permitted from the parish council's recreation ground. Proposed: Cllr Noakes. Seconded: Cllr Lloyd. Resolved by all present. Resolved NO OBJECTION. Proposed: Cllr Quirk. Seconded: Cllr Bygraves. Resolved by all present. Resolved NO OBJECTION. Proposed: Cllr Quirk. Seconded: Cllr Noakes. Resolved by all present. Resolved TO OBJECT using the following material considerations: • The proposal will exacerbate parking congestion in the area; • The proposal represents an overdevelopment of the site. If planning permission were granted by Bedford Borough Council the following observation was made: • Access to the property was not permitted from the parish council's recreation ground. Proposed: Cllr Quirk.		
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	21/01161/FUL – Outbuilding Adjacent to 51 Cause End Road. Change of use and alterations to residential outbuilding to form Tattoo Parlour. 21/01162/LBC – Outbuilding Adjacent to 51 Cause End Road. Change of use and alterations to residential outbuilding to form Tattoo Parlour. b) Planning Approvals (by Bedford Borough Council) – for information only. 21/00975/HPN – 13 Summerfield Drive. Prior notification for single storey rear extension(s) between 4 and 8 metres depth. This is not a planning application because it relates to development that is permitted by Government Regulation. It will not therefore be reported to the Planning Committee (BBC) but considered by officers under delegated powers. Only objections from adjoining neighbours can be considered. This council was not previously consulted. 21/00529/FUL – 94 Bedford Road. One and two storey rear extension following the demolition of existing conservatory and lean-to.	Seconded: Cllr Noakes. Resolved by all present. Resolved NO OBJECTION but to pass the following concern back to Bedford Borough Council: • Bedford Borough Council should consider whether sufficient parking will be available in the area. Proposed: Cllr Quirk. Seconded: Cllr Noakes. Resolved by all present. Resolved NO OBJECTION but to pass the following concern back to Bedford Borough Council: • Bedford Borough Council should consider whether sufficient parking will be available in the area. Proposed: Cllr Quirk. Seconded: Cllr Noakes. Resolved by all present. No further comments received.		
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	This council previously raised NO OBJECTION. 21/00536/LDP – 59 Folkes Road. Single storey rear extension. Certificate to confirm that the details submitted do not require planning permission. This council was not previously consulted. 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. 21/00017/FUL – St. Alban, 32 Bedford Road. Appeal following BBC's refusal of planning permission.	No further comments received.		
P21/119	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.
P21/120	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 7.29pm.