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Minutes of the **Planning & Environment Committee** meeting held on Wednesday 30th June 2021 at 7pm at Wootton Community Centre, Harris Way, Wootton.

Agenda no	Agenda item title			Power
Open Forum	There was one member of the public present who wished to observe discussions relating to agenda item P21/145. The chairman moved this item be discussed after agenda item P21/136 and all members were in agreement. There were no other 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, Noakes, Randell and Watson. In attendance: Sue Edgar Playford (Clerk to the Council and Responsible Financial Officer). Also in attendance: BBCllr/Cllr Wheeler. Cllr Wheeler is also the Borough Councillor for Wootton.			
Absent (no apologies received)	None.			
Agenda no	Agenda item title	Resolution	Action	Power
P21/133	Apologies for absence. None.	N/A.	N/A.	Local Government Act 1972, s85 (1) & Sch 12, Part VI, p40.
P21/134	Disclosure of local and/or disclosable pecuniary interests. None.	N/A.	N/A.	Localism Act 2011, Ch 7, s31.
P21/135	To consider any dispensation requests received by the clerk in relation to local and/or disclosable pecuniary interests, not previously recorded.	N/A.	N/A.	Localism Act 2011, Ch 7, s33.

	No requests received.			
P21/136	To appoint Cllr Watson as a member of the Planning & Environment Committee.	Resolved to appoint Cllr Watson as a member of the Planning & Environment Committee. Proposed: Cllr Quirk. Seconded: Cllr Bygraves. Resolved by all present.	Clerk to take forward.	Standing Orders.
P21/137	Report from outside organisations – for information only. - Bedford Borough Council. The following Neighbourhood Plans were adopted by Bedford Borough Council's Executive on 9th June 2021 and will now form part of Bedford Borough Council's development plan: - Bletsoe; - Bromham; - Stevington; - Thurleigh. A copy of these plans and all ancillary information may be accessed here.	No further comments received.	Clerk to keep on file.	N/A.
P21/138	List of correspondence received (copies of correspondence can be requested from the Clerk) – for information only. None.	N/A.	N/A.	N/A.
P21/139	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 June 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).
P21/140	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	The clerk agreed to add the agenda item relating to the installation of bollards/posts on Popes Way to the next matters arising.	Clerk to keep on file.	N/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 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			
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	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 been caused by the removal of the conifers. Memorial Makeovers have confirmed the structure remains sound and did revisit in early February 2021. The clerk has been informed works should commence imminently. • 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. BBCllr/Cllr Wheeler has been asked to chase for an update, however it is			
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	understood Bedford Borough Council currently has no planning enforcement officers in situ. • 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 and reference was made again in June's edition. The clerk has received one suggestion to date and will bring that to a future meeting of this committee for consideration.			
P21/141	To receive and approve the Income & Expenditure report for all Planning & Environment cost centres and Earmarked Reserves report for all cost centres for 2021-22, 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.	Joint Panel on Accountability and Governance for Smaller Authorities in England 2021.
P21/142	a) Planning Applications – for resolution. 21/01539/COU – 10 Hollies Walk. Change of use from C3 dwelling house to C2 residential care home for up to four services users with learning disabilities. 21/01589/FUL – 23 Summerfield Drive. Single storey side extension and side extension/alterations to existing conservatory.	Resolved NO OBJECTION but to pass the following observation back to Bedford Borough Council: • Members were concerned over a lack of information in the plans relating to resident requirements and staff ratios. It was noted both BBCLlr/Cllr Wheeler and the clerk had been contacted by residents with the same concerns. Proposed: Cllr Noakes. Seconded: Cllr Bygraves. Resolved by all present. Resolved TO OBJECT using the following material considerations: • Works may reduce the line of sight for passing vehicles; • Proposed works are out of character with neighbouring properties;	Clerk to keep on file.	Town & Country Planning Act 1990 & subsequent.

	21/01702/FUL – 34 Granby Way. Single storey side and rear extension. 21/01707/M73 – Land South of Fields Road. Erection of 600 dwellings including vehicular access, pedestrian and cycle links, public open space, car parking, landscaping, drainage and associated infrastructure works including variation of approved plans condition 2 attached to 15/02060/MAF, to allow for change in brick specifications on plots 124-132. b) Planning Approvals (by Bedford Borough Council) – for information only. 21/01426/AGR – Land at Kiln Farm, Keeley Lane. Erection of agricultural barn. This council was not previously consulted on this application. 21/01212/FUL – 66 Ashpole Avenue. Two storey side extension with single storey link to garage. This council previously raised NO OBJECTION. 21/00313/FUL – 34 Arthur Black Way. Rear dormer with cladding. This council previously raised NO OBJECTION. 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 This council previously raised NO OBJECTION.	• Works may be sited over the building line. Proposed: Cllr Noakes. Seconded: Cllr Bygraves. Resolved by all present. Resolved NO OBJECTION. Proposed: Cllr Noakes. Seconded: Cllr Bygraves. Resolved by all present. Resolved NO OBJECTION. Proposed: Cllr Noakes. Seconded: Cllr Bygraves. Resolved by all present. No further comments received.		
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	c) Planning Applications withdrawn (notified by Bedford Borough Council) – for information only. None. d) Planning Refusals (by Bedford Borough Council) – for information only. 21/01081/FUL – 23 Summerfield Drive. Single storey side extension and side extension/alterations to existing conservatory. e) Planning (other – including Bedford Borough Council and the Secretary of State) – for information only. Notice of planning application for the installation of ground mounted solar PV array and associated infrastructure on land at Stewartby Landfill.	No further comments received. Given the proposal was outside the parish, members determined there was no need for a meeting.		
P21/143	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.
P21/144	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.
P21/145	To receive a report from Cllr Quirk regarding the replacement of fencing abutting the recreation ground and to resolve a suitable course of action.	This agenda item was heard after P21/136. The clerk and Cllr Quirk provided background to the request, which included the replacement of fencing, clearance of scrub to enable that replacement, the possible purchase of additional land from the parish council and potential replacement of chain-link fencing. It was noted the parish council was unable to dispose of any land without the permission of the Secretary of State, and only under extreme circumstances.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

		It would also set a precedent for other residents. After further discussion it was resolved the scrub be removed (potentially along the full boundary line to prevent the area being used for dubious activities). Mature trees would remain in place and in order to determine the best course of action with regard to the replacement fencing due to tree root concerns, the clerk agreed to contact the parish council's arboriculturist and arrange a site visit with the resident. It was further resolved to leave the re-instatement of the chain-link fencing on file. Proposed: Cllr Quirk. Seconded: Cllr Noakes. Resolved by all present.		
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Meeting closed at 7.30pm.