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Minutes of the **Planning & Environment Committee** meeting held on Wednesday 11th August 2021 at 7pm at Wootton Community Centre, Harris Way, Wootton.

Agenda no	Agenda item title			Power
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 Randell. In attendance: Cllr 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
P21/172	Apologies for absence. Cllrs Noakes and Watson.	Noted for the minutes.	N/A.	Local Government Act 1972, s85 (1) & Sch 12, Part VI, p40.
P21/173	Disclosure of local and/or disclosable pecuniary interests. None.	N/A.	N/A.	Localism Act 2011, Ch 7, s31.
P21/174	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.

P21/175	Report from outside organisations – for information only. None.	N/A.	N/A.	N/A.
P21/176	List of correspondence received (copies of correspondence can be requested from the Clerk) – for information only. None.	N/A.	N/A.	N/A.
P21/177	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 July 2021.	Resolved to receive and adopt. Proposed: Cllr Quirk. Seconded: Cllr Bygraves. Resolved by all present.	Clerk to keep on file.	Local Government Act 1972, Sch 12, Part VI, p41 (1).
P21/178	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	*It was agreed the improved entrance sign at Lorraine Road cemetery was no longer a priority project and it was agreed to place this on hold indefinitely.	N/A.	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 and continues to chase for an update. • 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 + P21/171 – 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			
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	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. Works remain outstanding and the clerk continues to chase. • 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 understood Bedford Borough Council currently has no planning enforcement officers in situ. • P21/028 + P21/183 – 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. Refer to agenda item P21/183. • P21/132 – Installation of posts on the grass area of Popes Way Green (Lorraine Road end). Resolved 9th June 2021 (P21/132) to proceed with the installation and purchase the necessary posts from Glasdon UK Ltd. Installation costs have been obtained and an order placed with Glasdon UK Ltd. Delivery is expected to be within a 4-6 week period.			
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P21/179	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.
P21/180	a) Planning Applications – for resolution. 21/02117/FUL – 8 Robinson Close. Two storey rear extension. b) Planning Approvals (by Bedford Borough Council) – for information only. 21/01503/FUL – 10 Granby Way. Garage conversion. 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. 21/01539/COU – 10 Hollies Walk. Change of use from C3 dwelling house to C2 residential care home for up to four service users with learning disabilities. This council previously raised NO OBJECTION. 21/01246/FUL – 30 Tithe Barn Road. First floor side extension and ground floor verandah to rear. This council previously raised NO OBJECTION. e) Planning (other – including Bedford Borough Council and the Secretary of State) – for information only. None.	Resolved NO OBJECTION. Proposed: Cllr Quirk. Seconded: Cllr Randell. Resolved by all present. No further comments received. No further comments received.	Clerk to keep on file.	Town & Country Planning Act 1990 & subsequent.

P21/181	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.
P21/182	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.
P21/183	To consider next steps in relation to idea submissions received for the Berryfields/Fields Road roundabout design competition and to resolve a suitable course of action.	After discussion it was resolved to approach the owner of the initial submission to establish whether they were willing to professionally draw up images for all submissions (including two more which were yet to be received). This would create a level playing field ahead of a public vote and it was hoped designs would be available by the end of September/early October 2021 for both further discussions by this committee and inclusion in December's Wootton newsletter. Proposed: Cllr Lloyd. Seconded: Cllr Quirk. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

Meeting closed at 7.17pm.