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Minutes of the **Planning & Environment Committee** meeting held on Wednesday 25th 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), 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
P21/184	Apologies for absence. Cllrs Bygraves, Noakes and Watson.	Noted for the minutes.	N/A.	Local Government Act 1972, s85 (1) & Sch 12, Part VI, p40.
P21/185	Disclosure of local and/or disclosable pecuniary interests. None.	N/A.	N/A.	Localism Act 2011, Ch 7, s31.
P21/186	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.

P21/187	Report from outside organisations – for information only. Bedford Borough Council. Fields Road – planned carriageway resurfacing maintenance works. Works are planned to start on Tuesday 7th September 2021 and are programmed to take seven working days to complete. Fields Road will be closed from its junction with Bedford Road to its junction with Folkes Road between 9am and 3pm with diversions in place. Further details can be obtained here.	No further comments received.	Clerk to keep on file.	N/A.
P21/188	List of correspondence received (copies of correspondence can be requested from the Clerk) – for information only. None.	N/A.	N/A.	N/A.
P21/189	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 11 th August 2021.	Resolved to receive and adopt. Proposed: Cllr Randell. Seconded: Cllr Hensher. Resolved by all present.	Clerk to keep on file.	Local Government Act 1972, Sch 12, Part VI, p41 (1).
P21/190	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	No further comments received.	N/A.	N/A.

	to determine a tender process, but this has been placed on hold due to ongoing Coronavirus (Covid-19) restrictions. This project is no longer considered a priority and has been placed on hold indefinitely. Move to close. • 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 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 is no longer			
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	considered a priority and has been placed on hold indefinitely. Move to close. • 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 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. Correspondence has been sent by recorded delivery to the registered address. • 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. Move to close. • 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			
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	roundabout from residents and/or local schools. Resolved 11th August 2021 (P21/183) to have all submissions professionally designed to ensure a level playing field ahead of a public vote. The clerk will meet with the owner of the original submission on 27th August 2021 to discuss options. 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.			
P21/191	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 Randell. Seconded: Cllr Hensher. Resolved by all present.	Clerk to keep on file.	Joint Panel on Accountability and Governance for Smaller Authorities in England 2021.
P21/192	a) Planning Applications – for resolution. 21/01340/FUL – 10 Moore Close. Garage conversion with external alterations. 21/02012/FUL – 12 Moore Close. Garage conversion to form annexe.	Resolved TO OBJECT using the following material consideration: - The proposal would result in the loss of a parking space and increase parking congestion in the vicinity. Proposed: Cllr Quirk. Seconded: Cllr Lloyd. Resolved by all present. Resolved TO OBJECT using the following material consideration: - The proposal would result in the loss of a parking space and increase parking congestion in the vicinity. Proposed: Cllr Quirk. Seconded: Cllr Lloyd. Resolved by all present.	Clerk to keep on file.	Town & Country Planning Act 1990 & subsequent.

	21/02126/FUL – Land at 44 Cause End Road. Proposed new detached dwelling and modifications to existing dwelling by blocking up of first floor side (east) window and the addition of front dormer, new access/crossover for existing dwelling. 21/02166/FUL – 30 Tithe Barn Road. First floor side extension and ground floor verandah to rear. 21/02196/FUL – 72 Hall End Road. Garage loft conversion with new front and rear dormers. 21/02077/MAO – Plots 1A-C, 2-3 Marston Vale innovation Park, Land South of Fields Road. Outline application with all matters reserved except access for plots 1A-C (Class Eb food and drink/Class C1 hotel/Sui Generis Public House) and Plots 2 and 3 (Class Eg office/research and development/industrial process and ancillary storage and distribution (Class B8) access, parking, drainage, landscaping and associated works.	Resolved TO OBJECT using the following material considerations: • The proposal was an over-development of the site; • Ingress/egress to the proposed development was on a dangerous apex in the road. Proposed: Cllr Hensher. Seconded: Cllr Randell. Resolved by all present. Resolved TO OBJECT using the following material considerations: • The proposal was an over-development of the site; • The side extension was too close to the boundary to allow property maintenance to this and the adjacent property; • Inaccurate plans detail the boundary line in the incorrect location. Proposed: Cllr Hensher. Seconded: Cllr Randell. Resolved by all present. Resolved NO OBJECTION. Proposed: Cllr Quirk. Seconded: Cllr Randell. Resolved by all present. It was noted the plans lacked sufficient detail in order to make a formal resolution and so the application was noted for the minutes only.		
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	b) Planning Approvals (by Bedford Borough Council) – for information only. None. c) Planning Applications withdrawn (notified by Bedford Borough Council) – for information only. None. d) Planning Refusals (by Bedford Borough Council) – for information only. 21/01353/FUL – 54 Tithe Barn Road. Demolition of existing outbuilding and erection of new three bedroom end of terrace dwelling. This council previously raised AN OBJECTION. e) Planning (other – including Bedford Borough Council and the Secretary of State) – for information only. None.	No further comments received.		
P21/193	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.
P21/194	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.
P21/195	To consider a new Street Trading Consent application (outside Bedford Town Centre) for Charlotte Williams T/A Lottie's and to resolve a suitable course of action.	Resolved to accept the application without further comment. Proposed: Cllr Quirk. Seconded: Cllr Hensher. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

Meeting closed at 7.20pm.