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Minutes of the **Planning & Environment Committee** meeting held on Wednesday 12th January 2022 at 7.02pm at
Wootton Community Centre, Harris Way, Wootton, MK43 9FZ.

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 Lloyd (in the chair in the absence of Cllr Quirk), Hensher, Noakes and Randell. In attendance: Sue Edgar Playford (Clerk to the Council and Responsible Financial Officer).			
Absent (no apologies received)	Cllr Watson.			
Agenda no	Agenda item title	Resolution	Action	Power
P22/001	Apologies for absence. Cllrs Bygraves and Quirk.	Noted for the minutes.	Clerk to keep on file.	Local Government Act 1972, s85 (1) & Sch 12, Part VI, p40.
P22/002	Disclosure of local and/or disclosable pecuniary interests. None.	N/A.	N/A.	Localism Act 2011, Ch 7, s31.
P22/003	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.
P22/004	Report from outside organisations – for information only.	No further comments received.	Clerk to keep on file.	N/A.

	- Bedford Borough Council. The following Neighbourhood Development Plans have been made (Adopted) within Bedford Borough: - Milton Ernest; - Sharnbrook. The plans were made by Council's Executive on 24th November 2021 and will now form part of the development plan. Copies of the made Neighbourhood Development Plans and all information relating to the plans are available to view here.			
P22/005	List of correspondence received (copies of correspondence can be requested from the Clerk) – for information only. None.	N/A.	N/A.	N/A.
P22/006	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 8 th December 2021.	Resolved to receive and adopt. Proposed: Cllr Noakes. Seconded: Cllr Hensher. Resolved by all present.	Clerk to keep on file.	Local Government Act 1972, Sch 12, Part VI, p41 (1).
P22/007	Matters arising from the minutes – for information only. P21/262 – 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	N/A.	N/A.	N/A.

	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. Resolved 10th November 2021 (P21/262) to have Bedford Borough Council upgrade all parish council-owned streetlights to non-heritage style, on the understanding Bedford Borough Council would then adopt the same, at no additional expense to the parish council. • 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. Site visits with two further prospective contractors have been held and the clerk is awaiting quotations for remedial works. It should be noted the first contractor determined no urgent works were required and the war memorial was not likely to move/shift. Resolved 13th October 2021 (P21/235) to appoint Brown & Ralph to undertake further remedial works, after Remembrance Sunday 2021 and those works have now been completed. Move to close. • P21/249 – 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. Resolved 11th August 2021 (P21/183) to have all submissions professionally designed to ensure a level playing			
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	field ahead of a public vote. The clerk and Cllr Lloyd have met with a resident who will produce designs for the public vote. Resolved 27 th October 2021 (P21/249) to include five of the designs in December 2021's Wootton newsletter for a public vote.			
P22/008	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 Noakes. Resolved by all present.	Clerk to keep on file.	Joint Panel on Accountability and Governance for Smaller Authorities in England 2021.
P22/009	a) Planning Applications – for resolution. None. b) Planning Approvals (by Bedford Borough Council) – for information only. 21/01340/FUL – 10 Moore Close. Garage conversion with external alterations. This council previously raised AN OBJECTION. 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. 21/03202/TELLN – 26 St. Mary's Road. The Electronic Communications Code (Conditions and Restrictions) (Amendment) Regulations 2017. BT intends to install fixed line broadband electronic communications apparatus – 9 metre pole. (This is a notification only to the Local Authority who has no determining powers).	No further comments received. No further comments received.	Clerk to keep on file.	Town & Country Planning Act 1990 & subsequent.

P22/010	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.
P22/011	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.
P22/012	To consider a response to Bedford Borough Council's consultation on its Planning Process and to resolve a suitable course of action.	It was noted some plans submitted to Bedford Borough Council contained coloured drawings which were difficult to read and understand – especially an issue for those with visual impairments. It was also noted some plans were not of a neat enough standard to also be clearly read and understood. It was further noted planning officers should better consider the wider, surrounding areas (not just immediate adjacent properties) when determining applications. Decision notices could provide fuller information to clarify why that decision had been determined. In cases where the parish council had raised an objection, it would be useful to learn why the parish council's observations were overruled, given parish council members had considerable local knowledge. Resolved to note the above and inform Bedford Borough Council of the same. Proposed: Cllr Lloyd. Seconded: Cllr Randell. Resolved by all present.	Clerk to take forward.	Stakeholder Consultation.
P22/013	To resolve under the terms of the Public Bodies (Admissions to Meetings) Act 1960, s1(2) that any members of the public or press	There were no members of the public or press present.	N/A.	Public Bodies (Admissions to Meetings) Act 1960, s1(2).

	present please leave, in order to discuss the following item(s).			
P22/014	To approve documentation relating to the upcoming renewal of the cemeteries maintenance contract (to include the Jubilee Gardens area and village hall frontage – due to expire at the end of March 2022) and to resolve a suitable course of action.	Resolved to approve the documentation without amendment and begin the contract renewal process. Proposed: Cllr Lloyd. Seconded: Cllr Noakes. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

Meeting closed at 7.12pm.