Minutes of the meeting of the Planning and Highways Committee held on 1st November 2023 at 16.00hrs using www.zoom.us

Present: Cllrs Roger Fowler (Chair), Paul Mackin, Ken Pollard, Fred Wilson, Lisa Hayes, and Julie Ford.

One member of the public.

Town Clerk: C Quinlan (Admin Assistant)

1. **Apologies:** no apologies received.

2. **Declarations of interest:** none declared.

3. **Minutes**
   The minutes of the meeting of the Committee on 4th October 2023 were agreed as a true record and signed digitally by the Chair. The Zoom recording was agreed to be deleted.

4. **Public Question Time:** no questions received.

5. **Delegated Powers**
   The resolution to planning applications CB/23/00032/FULL and CB/23/00033LB (Ground Floor of 6 North Bridge Street, Shefford, SG17 5DH - Change of use of the ground floor from a use class E to a mixed use of Restaurant and food takeaway (with food delivery) Install commercial flue and fan and its ducting with canopy to the rear. External window and door alterations) was reviewed by the Committee.
   RF informed the Committee that, in his absence, CQ will make representation on behalf of Shefford Town Council at Central Bedfordshire Council's Development Management Committee (DMC) on 15th November 2023. CQ will be advised by KP, RF and Ward Cllr Mark Liddiard on the relevant and appropriate planning objections for the application. As Ward Cllr Anthony Brown issued the call-in for the planning application, his views have already been presented to the DMC and thus he will have to declare an interest during the meeting. However, ML will present their joint objections to the application, either in person or in writing to the Clerk of the DMC. It was reported that the planning officer is minded to approve the application and, should the DMC approve the application, it was suggested that planning conditions should be considered to mitigate any impact to residents and adjacent businesses, and to include this when making representation.
   A member of the public queried whether they would have to apply to attend the meeting; CQ clarified that, once the agenda for the meeting has been published, they will have to submit an application to make representation.
   KP will contact Councillor Gareth Mackey, the Chair of Central Bedfordshire Council, regarding the planning application and Shefford Town Council's objections.

6. **Appeal of CB/23/01829/FULL**
   Notification of the appeal of planning application CB/23/01829/FULL (3 The Hollies, Shefford, SG17 5BX - Proposed two-storey rear extension and first floor extension over garage) was received and noted by the Committee.

7. **Enforcement notice CB/EN/23/0266**
   An update on the enforcement notice CB/EN/23/0266 (32 Clifton Road, Shefford, SG17 5AE) was received and noted by the Committee.

Meeting closed 16:29hrs