Minutes of the meeting of the Planning and Highways Committee held on 4th October 2023 at 16.00hrs using www.zoom.us

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

Town Clerk: C Quinlan (Admin Assistant)

1. **Apologies:** apologies received from Cllr Lisa Hayes.

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

3. **Minutes**
   The minutes of the meeting of the Committee on 6th September 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. **Plans for Consideration**

   CB/23/02831/FULL
   32 Clifton Road, Shefford, SG17 5AE
   Proposal: New storage building and parking layout.

   It was resolved by Delegated Powers to object to this application on the following grounds:

   - ***The proposed garage would have a negative impact upon the character of the area and there would be a negative impact on the highway due to the garage and proposed parking. At nearly 3 metres high, it is not conducive to the street scene or build line as it will stand out from many aspects when viewed from Victoria Road, Clifton Road and Hitchin Road.***
   - ***It is highly dangerous to expect vehicles to use the planned parking places by reversing out onto the highway right on the junction between Victoria Road and Clifton Road. It is specified in Central Bedfordshire's Vehicle Crossover Guidance that "There must be at least 10 metres between the entrance to a junction or sharp corner and the location of the proposed vehicular access. Crossovers should be sited outside of the radii of junctions and away from sharp corners.". The planned parking allocation is within 10 metres of proximity to the junction of Victoria Road and Clifton Road, therefore creating a major hazard for vehicle access and a direct impact on road users.***
   - ***New fencing has been installed recently, a fence running parallel to Victoria Rd (set back approximately 3-5m) and a boundary fence between the front gardens of no. 32 and no. 30. This is described on the***

latest planning application as 1800mm high, CB fence. In practice, the fence sits on top of concrete gravel boards, making its profile much higher. It has also been installed before the outcome for planning application CB/23/02831 has been decided. Complaints have been received from residents that the new installed fence restricts the vision splay from Victoria Road onto Clifton Road (westbound) due to its height. There is currently a planning enforcement enquiry (PEN000232) regarding this matter that should be rectified before the planning application can be approved.

- ***There is a reduction in number of approved off-road parking places from four to three, and the significant widening of the dropped-kerb on Victoria Rd. As stipulated in Central Bedfordshire's Vehicle Crossover Guidance, "The authority specifies a minimum width of 2.5m for crossovers. A maximum width of up to 6m is allowable." Because the minimum size for a parked area is required to be "2.5m in width and 5m in length", the dropped kerb proposed in the planning application would be 7.5m and thus non-compliant with the maximum width of an allowed crossover.***

CB/23/02708/FULL
93A Ampthill Road, Shefford, SG17 5AZ
Proposal: Single storey side extension

It was resolved by Delegated Powers to support this application, with the proviso that there is sufficient access to the rear of the property for emergency vehicles.

CB/TRE/23/00426
14 Hitchin Road, Shefford, SG17 5JA
Proposal: Works to a tree protected by a Tree Preservation Order: MB/TPO/00013/T3 Holm Oak tree to reduce by 30% of foliage and general pruning and crown reduction.

It was resolved by Delegated Powers to support this application, with the comment that the Town Council will defer to the Tree Officer's recommendation for crown reduction.

CB/23/02791/FULL
West of Duck Lane, off High Street, Shefford, SG17 5DG
Proposal: Installation of two storage containers with change of use for storage and the erection of 5 No. bin enclosures.

It was resolved by Delegated Powers to abstain from making a resolution regarding this application, due to a conflict of interest from the application being submitted on behalf of the Town Council.

CB/23/02199/FULL
Rosie Lyn House, 4 Heron Close, Shefford, SG17 5YU
Proposal: Erection of a first floor rear extension

As our previous objections and the concerns of the refusal notice of CB/22/04970/FULL have not been sufficiently rectified, it was resolved by Delegated Powers to object to this application, on the grounds of overdevelopment of the site, with insufficient parking for the increase to additional rooms, which will overlook the adjacent properties and negatively impact views and privacy. In addition, this will be the first two-storey rear extension on the housing estate, which will undoubtably set a future precedent.

CB/23/03147/FULL
3 The Hollies, Shefford, SG17 5BX
Proposal: Part conversion of front double garage to a utility room

It was resolved by Delegated Powers to support this application.

6. **Enforcement Notice CB/EN/23/0266**
   Notification of the enforcement notice CB/EN/23/0266 (32 Clifton Road, Shefford, SG17 5AE) was received by the Committee.

7. **Road Name Request**
   A request to name a road after two previous Councillors was received and noted by the Committee.

   It was resolved by Delegated Powers that the Committee would consider the request regarding any future name consultation, provided that the suggested name would be in memoriam.

8. **Local Plan National Consultation**
   The Department for Levelling Up, Housing and Communities' national consultation regarding the Local Plan creation process was received and noted by the Committee.

9. **Tree Preservation Order 6/2023**
   Notification of the Tree Preservation Order 6/2023 (Land to the rear of 14 - 20 Kingsmede Shefford) was received and noted by the Committee.

Meeting closed 16:40hrs