

Flitwick Town Council

Minutes of the 359th Meeting of the Planning Committee held on Thursday 28th October 2021.

Open Forum

There were no items.

Committee Members Present :- Councillor Chacko
Councillor P Dodds (Chairman)
Councillor P Earles
Councillor J Gleave (Vice Chairman)
Councillor Hodges
Councillor M Platt
Councillor R Shaw

Also in Attendance :- Cllr G Mackey (CBC Ward Cllr)
Environmental Services Officer

2905 To note declaration of interest on Agenda Items

Cllr G Mackey declared an interest in Agenda Item 06.4 Planning Application CB/21/04300/REG as he is a CBC Ward Councillor.

2906 To Accept Apologies for Absence

Apologies were received and accepted from Cllr J Roberts.

2907 Chairman's Announcements

There were no Chairman's Announcements.

2908 Minutes

Members approved and adopted the minutes of the Planning Committee Meeting held on 7th October 2021.

2909 Matters Arising

1) Speedwatch

Cllr R Shaw had submitted his paperwork for Speedwatch and was waiting for feedback. Cllr G Mackey had received feedback from PC Juliette Wright suggesting it would be good to liaise further on speeding and other related issues.

2) Ward Councillors' attendance at Planning Meetings

Cllr G Mackey suggested it would be practical for Ward Cllrs to take turns in attending the Planning Meetings and that they would agree amongst themselves who would attend.

3) Planning Training

Cllr J Gleaves had emailed the trainer and would follow up regarding dates for training.

4) Appeal on Planning Application 41-47 Coniston Road

Members asked for confirmation that the Planning Committee's views had been submitted to the Planning Inspectorate for consideration at the appeal.

2910 Planning applications for consideration

2910- 1	21/00512/TRE	Plot Ref :-	Type :-	TRE
	Applicant Name :- TBC		Date Received :-	07/10/2021
	Location :- 10 Woburn Close Flitwick Beds MK45 1TE		Date Returned :-	28/10/2021
	Proposal :	Works to trees protected by a Tree Preservation Order: TPO/MB/76/00007 (G1) Lime trees x 2 reduce crowns to previous reduction points.		
	Observations :	Flitwick Town Council raise No Objection to this application.		

2910- 2	21/04178/FUL	Plot Ref :-	Type :-	FULL
	Applicant Name :-	Mr Martyn Hall	Date Received :-	07/10/2021
	Location :-	Lnd 2 rear 39-41 Dunstable Rd Flitwick Beds MK45 1HP	Date Returned :-	28/10/2021
	Proposal :	Erection of two detached dwellings.		
	Observations :	Flitwick Town Council OBJECT to this application on the grounds of Overdevelopment.		
		Members also raised concern regarding adequate highways space for HGV vehicles to access and turn should the proposed application be approved.		

2910- 3	21/04253/VOC	Plot Ref :-	Type :-	VOC
	Applicant Name :-	Mr L Fehr	Date Received :-	07/10/2021
	Location :-	10 Tythe Close Flitwick Beds MK45 1LE	Date Returned :-	28/10/2021
	Proposal :	Variation of condition number 11 of planning permission CB/21/01804/FULL (Extend and convert the existing dwelling into two dwellings) To change the approved ground floor plan to cover the increase in size of plot 2		
	Observations :	Flitwick Town Council raise NO OBJECTION to this application.		

2910- 4	21/04300/REG	Plot Ref :-	Type :-	RM
	Applicant Name :-	CBC Housing Services	Date Received :-	07/10/2021
	Location :-	Land on Hinsley Road Flitwick Beds MK45	Date Returned :-	28/10/2021
	Proposal :	Construction of one two bedroom bungalow complete with new access crossover, on site parking and associated landscaping.		
	Observations :	Members observed that this site was previously designated as Allotments Land and that a Change of Use may be required prior to any future developments.		
		Flitwick Town Council raise NO OBJECTION to this application SUBJECT TO clarification as to whether this site is designated as Allotments Land which would require a Change of Use prior to residential development.		

2910- 5	21/04336/FUL	Plot Ref :-	Type :-	FULL
	Applicant Name :-	Mr Pete Cole	Date Received :-	07/10/2021
	Location :-	34 Truro Gardens Flitwick Beds MK45 1UH	Date Returned :-	28/10/2021
	Proposal :	Single storey rear extension.		
	Observations :	Flitwick Town Council raise NO OBJECTION to this application.		

2911 To receive any additional planning applications

There were no additional planning applications.

2912 Correspondence received

There was no correspondence received.

2913 Neighbourhood Plan Feasibility

Members noted the date and time of the working group meeting: 7:30pm on Tuesday 9th November at

the Rufus Centre.

The Chair requested that an invitation be sent to the Town Clerk of Rushden Town Council to attend the working group meeting to share experiences from a similar sized town.

2914 To note planning decisions from Central Bedfordshire

Members noted the Planning Decisions from Central Bedfordshire Council.

2915 Highways Meetings

It was noted that Flitwick Town Councillors, Staff and Ward Councillors had been good at attending meetings but that it was often a struggle for CBC Officers to attend. Meetings had been shared with Steppingley Parish Council to make best use of CBC Officer time.

It was suggested that meetings could be held once per quarter and to invite Steppingley representatives to attend, with formal correspondence being sent to CBC following the meeting with a list of any outcomes or priority actions required. Sending a formal list will enable follow up action if needed.

A list of actions and priorities would need to be provided to CBC in time for consideration for inclusion in the next annual maintenance plan which is currently being prepared. A document including photographs to show defects would help.

It was suggested that walkabouts would be a good way to identify problems and issues, with priorities ranked on a scale of 1 to 10. The Chair, Cllr P Dodds volunteered to provide a list of streets or maps for each Member. Cllr J Gleave volunteered to compile the report to CBC based on observations from Committee Members.

It was RESOLVED that Planning Committee Members would do individual walkabouts to note highways defects and priorities, with each Member allocated an area of town to review.

The following issues were noted:

- Hinksley Road pavements are in poor condition and a risk.
- Highways England Route Strategy. Although Flitwick is not on a HE route, the town is affected if there is an issue on the M1 due to the diversion routes.

2916 Questions

There were no questions.

The Meeting closed at : 20:44

Signed : _____ Chairman Date: _____

On behalf of :- _____ Flitwick Town Council

NOTIFICATIONS OF PLANNING DECISIONS FROM Central Bedfordshire Council

Minute Ref 11

Thu 18 November 2021

District Ref

' C ' Contrary to District 'CD' Contrary Delegated

' D ' Delegated

' E ' Endorsed by District 'ED' Endorsed Delegated

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GRANTED PLANNING PERMISSIONS

E 21/03379/FUL Approved 11 Dickens Road

C 21/03466/FUL Approved
District COMMENT CBC Granted Planning Permission.

Please refer to the Planning Officer's Delegated report for detailed information in addition to the following comments regarding Objections from Flitwick Town Council.

"With regards to their concerns that the development represents overdevelopment of the site it is clear that there will be sufficient garden/amenity space for the house as they are adding to their residential curtilage to accommodate the extension. It is accepted that the extension is to be finished in materials that are different from this of neighbouring properties but this is not considered to be a reason for refusing the application - as stated above.

"The matter of loss of amenity area has been covered above - this is a very small section of a very large area of open land."

E 21/03617/FUL Approved 9 Tythe Close

E 21/03766/FUL Approved 40 Byron Crescent

E 21/04071/FUL Approved 13 Willow Way

E 21/04102/FUL Approved Ground Floor Centre

E 21/04147/FUL Approved 4 Denel Close

8 Robin Close
Local COMMENT FTC - Object
1. Overdevelopment of the property
2. Not in keeping with the street scene
3. Loss of public amenity space

In addition, Members expressed concern regarding the ownership of the public amenity land included for development within the application.

REFUSED PLANNING PERMISSIONS

E 21/04047/TD Refused Manor Way



Flitwick Town Council - Marketing & Communications Plan 2021/22

Status - NOVEMBER 2021

Committee: Planning

COMMITTEE	ACTIVITY	PURPOSE	TARGET AUDIENCE	ACTIONED BY	REGULARITY	STATUS	NOTE
INFORMATIVE							
Council/ Community/ Corporate/ Business/ Planning	FTC/Committee Meeting Agenda and Minutes	Publish link to documents for each meeting - agenda, minutes, supporting papers, draft minutes	Residents/Local Organisations/ Businesses	CMM/RT	Pre and Post each meeting		Document links shared on website. Need to tie in with committee meeting previews and post meeting summaries on social media under 'Engagement'
ENGAGEMENT							
Council/ Community/ Corporate/ Business/ Planning	FTC/Committee Meeting Previews and Summaries	To promote greater awareness of the subjects being discussed at next planned meeting and post meeting to confirm recommendations. Create a better understanding of each committee's responsibility. Encourage residents to attend meeting if subject is of interest to them and make them aware of the opportunity to speak.	Residents	CMM/Committee Chair (Except Personnel)	Pre/Post each meeting		Process started but has been sporadic. Some committees have not had information to be shared with public. Need to push Chairmen to provide details of key areas of interest they want to highlight to the public to share on social media. Ties in with document links on website under 'Informative'.
Planning	Getting consent	Promote the process for Planning applications, with links to any relevant background info on CBC Planning website. Inform the role that FTC play in the planning process	Residents	Planning Committee Chair	Quarterly		First feature planned in Winter Flitwick Papers. Tie in with Neighbourhood Plan.
KEY							
	Completed/Ongoing						
	In process						
	Not started						

MARKETING & COMMUNICATIONS MONTHLY FORWARD PROMOTIONAL PLAN

Month: **November 2021**

DATE W/C	COMMITTEE	ACTIVITY	MEDIUM
1 st Nov	Community	Remembrance Parade & Service – 14 th November	Social media, website, flyers, Flitwick Market, noticeboards, Tesco display, 'What's On' listings,
	Community	Over 60's Lunch Club – 9 th November – book by 4 th October	Social media, website, flyers Flitwick Market, noticeboards,
	Community	Christmas Lights Switch On event – 28 th November	Social media, website, Flitwick Market, noticeboards, school emails, 'What's On' listings
	Community	FTC stall at Flitwick Market – 5 th Nov	Social media, website
	Community	Forget Me Not – flower arranging 8 th Nov	Social media, website, flyers, Flitwick Market
	Community	Poppy display at War Memorial - installation	Social media, website
	Business	Christmas menu available to book at Rendezvous Café	Social media, website, flyers Flitwick Market, noticeboards
	Business	Homemade specials, cake at the Rendezvous Café, reminder of food service times	Social media
	Business	Friday Nights@Rendezvous – Christmas party night 26 th Nov– celebrate early!	Social media, website, flyers, noticeboards, 'What's On' listings
	Business	Local business/traders stall opportunities – Christmas markets/switch on event	Social media
	Town Council	BB Announcement	Social media, website, video, press release, TC noticeboard
	Town Council	Kickstart Recruitment	Social media, website, Flitwick Market, noticeboards, recruitment fair

8 th Nov	Community	Remembrance Service reminder	Social media, website, Flitwick Market, noticeboards,
	Community	Community events – content push for Flitwick Papers Winter edition	Social media, website
	Community	Forget Me Not – Flower arranging images taken 8 th Nov	Social media
	Community	Flitwick Photo Calendar – support local charities	Social media, website, flyers
	Community	Update on cattle leaving Manor Park	Social media, website
	Community	Christmas Market, Village Hall – stalls available to book – 4 th & 12 th December	Social media, website, Stallfinder, Flitwick Market, noticeboards
	Community	Christmas Lights Switch On event - Stalls available to book – free for Flitwick businesses	Social media, website, Stallfinder, Flitwick Market, noticeboards
	Community	Good Neighbours support for volunteers	Social media
	Community	Winter planting around the town	Social media, website
	Business	Breakfast with Santa bookings – limited availability	Social media, website, Flitwick Market, noticeboards, 'What's On' listings
	Business	Local business push for Flitwick Business Directory – prize draw for free dinky ad in Flitwick Papers Winter edition	Social media
	Business	Homemade specials, cakes at the Rendezvous Café	Social media
	Business	Casual vacancies for Rufus Centre Hospitality Assistants	Social media, website, flyer
	Business	Comedy Night, Lockyer Suite 13/11 – final tickets push	Social media, website, flyers, Eventbrite, 'What's On' listings
	Business	Kickstart vacancy for Hospitality Assistant	Social media, website, flyers
	Town Council	Town Council meeting 16 th Nov – public welcome, link to agenda/papers	Social media, website
15 th Nov	Community	Remembrance Parade – 'thank yous' and image gallery	Social media, website,
	Community	Christmas Crackers display – community response	Social media, website
	Community	Flitwick Festive Fun prize draw – new Christmas tree category	Social media, website, Flitwick Market, noticeboards, school emails

	Community	Christmas Lights Switch On – programme on the day	Social media, website
	Community	FTC stall at Flitwick Market – 19th Nov	Social media, website
	Community	Stitchers – neo natal knitted items, homeless knitted items	Social media, website
	Community	'Take a Seat' Tesco blue token vote for us – deadline 31 st Dec	Social media, website, Flitwick Market
	Community	Youth Panel follow-up, next steps	Social media, website, school emails
	Business	Video conferencing capability Rufus Centre* Choice of meeting rooms	Social media, website, flyers, client mailing, Beds Chamber of Commerce
	Business	Homemade specials, cakes at the Rendezvous Café	Social media
	Business	Friday Nights@Rendezvous – Christmas party night 26/11 last few tables	Social media, flyers
	Business	Party venue - planning for 2022 (resident discount)	Social media, website
	Town Council	Chat to a Councillor session at Flitwick Market – 19 th Nov	Social media, website
22 nd Nov	Community	Countdown to Christmas Markets	Social media, website, Flitwick Market, noticeboards, school emails, What's on listings
	Community	Christmas Lights Switch On Event coming up	Social media, website, (Video on day), What's on listings
	Community	Monthly bingo at Village Hall – 26 th Nov	Social media, website, flyers, Flitwick Market, noticeboards
	Community	Bedfordshire County Day – flying the flag at TC offices 28 th Nov	Social media, website
	Business	Chamber of Commerce Christmas Event, Lockyer Suite 2 nd Dec	Social media, website, promotional stand at event
	Business	Bookings push for Rendezvous special Christmas menu	Social media, website, Flitwick Market, flyers, noticeboards
	Business	Homemade specials, cakes at the Rendezvous Café	Social media
	Town Council	Deputy Chief Constable meeting with mayor 25 th Nov	Social media
29 th Nov	Community	Flitwick Photo Calendar – Ideal Christmas present	Social media, website, Flitwick Market, Noticeboards,

	Community	Christmas Lights Switch On – event roundup and image gallery	Social media, website
	Community	Over 60's Lunch Club Christmas Event – bookings for 14 th Dec	Social media, website, Flitwick Market, noticeboards,
	Community	Flitwick Festive Fun – prize draw reminder to enter	Social media, website
	Community	Forget me Not – 6 th Dec – Christmas celebration	Social media, website, flyers, noticeboards
	Community	Christmas Craft Market – this weekend Sat 4 th Dec	Social media, website, flyers, noticeboards
	Business	Rendezvous Café vouchers – ideal Christmas present	Social media, website, Flitwick Market, noticeboards
	Business	Homemade specials, cakes at the Rendezvous Café	Social media, website
	Business	Friday Nights@Rendezvous post Christmas party event images & forthcoming dates	Social media, website
	Business	Weddings at Rufus – Christmas one of the busiest times for engagements	Social media, website, regional wedding magazines

Notes:

Timings to be confirmed once additional information received for the following:

Community: Feedback on Green Spaces Engagement & Survey

Big Beds Clean Up Nov litter pick

Business: Tenant vacancies

*Check fully operational prior to promotion

This an evolving document. There will be activities for promotion that arise during each month, and additional promotional opportunities for sharing to support third party activities. In addition, some activities may move w/c allocation.