



HOUGHTON REGIS TOWN COUNCIL

Peel Street, Houghton Regis, Bedfordshire, LU5 5EY

Town Mayor: **Cllr E Cooper**
Town Clerk: **Clare Evans**

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18th June 2024

To: Members of the Planning Committee

Cllrs: M Herber (Chair), E Billington, J Carroll, E Cooper, D Jones, C Slough, D Taylor

(Copies to other Councillors for information)

Notice of Meeting

You are hereby summoned to a Meeting of the **Planning Committee** to be held at the Council Offices, Peel Street on **Monday 24th June** at **7.00pm**.

Members of the public who wish to attend the meeting may do so in person or remotely through the meeting link below.

To attend remotely through Teams please follow this link: [MEETING LINK](#)

Louise Senior
Head of Democratic Services

THIS MEETING MAY BE RECORDED¹

Agenda

- 1. APOLOGIES AND SUBSTITUTIONS**
- 2. QUESTIONS FROM THE PUBLIC**

In accordance with approved Standing Orders 1(e)-1(l) Members of the public may make representations, ask questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda.

The total period of time designated for public participation at a meeting shall not exceed 15 minutes and an individual member of the public shall not speak for more than 3 minutes unless directed by the chairman of the meeting.

¹ This meeting may be filmed by the Council for subsequent broadcast online and can be viewed at <http://www.houghtonregis.org.uk/minutes>

Phones and other equipment may be used to film, audio record, tweet or blog from this meeting by an individual Council member or a member of the public. No part of the meeting room is exempt from public filming unless the meeting resolves to go into exempt session.

The use of images or recordings arising from this is not under the Council's control.

3. SPECIFIC DECLARATIONS OF INTEREST & REQUESTS FOR DISPENSATIONS

Under the Localism Act 2011 (sections 26-37 and Schedule 4) and in accordance with the Council's Code of Conduct, Members are required to declare any interests which are not currently entered in the member's register of interests or if he/she has not notified the Monitoring Officer of any such interest.

Members are invited to submit any requests for Dispensations for consideration.

4. MINUTES

Pages 6 - 16

To approve the Minutes of the meetings held on the 13th May and 3rd June 2024

Recommendation: To approve the Minutes of the meeting held on 13th May and 3rd June 2024 and for these to be signed by the Chairman.

5. PLANNING MATTERS

(a) To consider the following applications:

[CB/24/01175/FULL \(click for more details\)](#)

Change of use from 16-bedroom C2 care home to F1 school (ground floor) and C2 residential institution (floors above ground floor).
Hillside, Chalk Hill, Dunstable, LU6 1RT
Bal Kandra

[CB/24/01505/RM \(click for more details\)](#)

Reserved Matters: following Outline Application CB/12/03613/OUT (Outline planning permission with the details of access, appearance, landscaping, layout and scale reserved for later determination. Development to comprise: up to 5,150 dwellings (Use Class C3); up to 202,500 sqm gross of additional development in Use Classes: A1, A2, A3 (retail), A4 (public house), A5 (take away); B1, B2, B8 (offices, industrial and storage and distribution); C1 (hotel), C2 (care home), D1 and D2 (community and leisure); car showroom; data centre; petrol filling station; car parking; primary substation; energy centre; and for the laying out of the buildings; routes and open spaces within the development; and all associated works and operations including but not limited to: demolition; earthworks; engineering operations. All development works and operations to be in accordance with the Development Parameters Schedule and Plans.). Reserved matters for access, appearance, landscaping, layout and scale for 189 dwellings at Parcel 5 pursuant to outline permission CB/12/03613/OUT and details to satisfy conditions: 8 (Surface Water Drainage), 25 (Construction Management Plan), 26 (Landscape Management Plan), 29 (Foul Drainage), 32 (Noise) and 33 (Noise)'. Parcel 5, Houghton Regis North 1, Sundon Road, Houghton Regis, LU5 5GX
Dandara NHC

CB/24/01229/FULL (click for more details)	Removal of existing fence and gates. Erection of a new fence and gates and alteration to fence location. BPCC Meeting Hall, Bedford Road, Houghton Regis, LU5 6JR Mr Brian Moffitt
CB/24/01548/REG3 (click for more details)	Erection of external fencing and enclosure. Alterations and extension to hardsurfacing and soft landscaping; and provision of external lighting. Chiltern UTC, Parkside Drive, Houghton Regis, LU5 5PX Ashe Group
CB/24/01622/FULL (click for more details)	Single storey side and rear extension. 11A Ashwell Walk, Houghton Regis, Dunstable, LU5 5QA Mr & Mrs Carter
For noting	
CB/24/01563/DOC (click for more details)	Discharge of Condition 1 against planning permission ref. CB/23/01706/RM (Reserved Matters: following Outline Application CB/12/03613/OUT (Outline planning permission with the details of access, appearance, landscaping, layout and scale reserved for later determination. Development to comprise: up to 5,150 dwellings (Use Class C3);) Reserved matters for Parcel 1 and 2 - AMP3 for 236 dwellings, access, appearance, landscaping, layout and scale) Parcels 1 & 2, Houghton Regis North 1, Sundon Road, Houghton Regis. LU5 5GX
CB/24/01530/DOC (click for more details)	Discharge of Condition 35 against planning permission CB/12/03613/OUT (Outline planning permission with the details of access, appearance, landscaping, layout and scale reserved for later determination. Development to comprise: up to 5,150 dwellings (Use Class C3); up to 202,500 sqm gross of additional development in Use Classes: A1, A2, A3 (retail), A4 (public house), A5 (take away); B1, B2, B8 (offices, industrial and storage and distribution); C1 (hotel), C2 (care home), D1 and D2 (community and leisure); car showroom; data centre; petrol filling station; car parking; primary substation; energy centre; and for the laying out of the buildings; routes and open spaces within the development; and all associated works and operations including but not limited to: demolition; earthworks; engineering operations. All development, works and operations to be in accordance with the Development Parameters Schedule and Plans.) Houghton Regis North Site 1, Land on the northern edge of Houghton Regis
CB/24/01525/DOC (click for more details)	Discharge of Condition 24 against planning permission ref. CB/12/03613/OUT (Outline planning permission with the details of access, appearance, landscaping, layout and scale reserved for later determination. Development to comprise: up to 5,150 dwellings (Use Class C3); up to 202,500 sqm gross of additional development in Use Classes: A1, A2, A3 (retail), A4 (public house), A5 (take away); B1, B2, B8 (offices, industrial and storage and distribution); C1 (hotel),

C2 (care home), D1 and D2 (community and leisure); car showroom; data centre; petrol filling station; car parking; primary substation; energy centre; and for the laying out of the buildings; routes and open spaces within the development; and all associated works and operations including but not limited to: demolition; earthworks; engineering operations. All development, works and operations to be in accordance with the Development Parameters Schedule and Plans) Houghton Regis North Site 1, Sundon Road, Houghton Regis

[CB/24/01646/DOC \(click for more details\)](#)

Discharge of Condition 1 against planning permission ref. CB/21/05552/RM (Reserved Matters: following Outline Application CB/12/03613/OUT Mixed Development, supported by an Environmental Statement, which was submitted to the council during the application's determination process. Reserved Matters sought for Access, Appearance, Landscaping, Layout and Scale for 100 homes and retail units (Use Class E))
Parcels 1 and 2 of Phase 2 of Houghton Regis North Site 1, Land on the northern edge of Houghton Regis

[CB/24/01722/DOC \(click for more details\)](#)

Discharge of Conditions 2 and 9 against planning permission ref. CB/23/01706/RM (Reserved Matters: following Outline Application CB/12/03613/OUT (Outline planning permission with the details of access, appearance, landscaping, layout and scale reserved for later determination. Development to comprise: up to 5,150 dwellings (Use Class C3)) Reserved matters for Parcel 1 and 2 - AMP3 for 236 dwellings, access, appearance, landscaping, layout and scale)
Houghton Regis North 1, Sundon Road, Houghton Regis

[CB/24/01626/LDCP \(click for more details\)](#)

Lawful Development Certificate Proposed: Garage conversion
33 Manor Park, Houghton Regis, Dunstable, LU5 5BU

[CB/24/01775/RG46 \(click for more details\)](#)

Regulation 46 - Location Risk Assessment
Elstree Home Care Ltd, The Dunstable House, 129 Bromley Gardens,
Houghton Regis, Dunstable, LU5 5RJ

(b) Decision Notices

Permissions/Approvals/Consents:

None at time of going to print.

Refusals:

None at time of going to print.

Withdrawals:

None at time of going to print.

6. CBC LOCAL TRANSPORT PLAN

Pages 17 - 25

Members will find attached a report on the Central Bedfordshire Council local transport plan.

HOUGHTON REGIS TOWN COUNCIL

Planning Committee

Minutes of the meeting held on

13th May 2024 at 7.00pm

Present: Councillors: C Slough Chairman
E Cooper
D Jones
D Taylor

Officers: Louise Senior Head of Democratic Services
Amanda Samuels Administration Officer

Public: 2

Apologies: Councillors: E Billington
J Carroll
M Herber

Also present: Councillor: S Goodchild (virtual)

12815 APOLOGIES AND SUBSTITUTIONS

Apologies were received from Councillors E Billington, J Carroll and M Herber.

12816 QUESTIONS FROM THE PUBLIC

A local resident informed Members of an issue regarding a shed on a neighbouring site, which was too tall and encroached on their property. The shed had been built without planning permission, which had been sought retrospectively. Permission had been refused and had been referred to Enforcement. The enforcement process had been halted when the shed owner agreed to reduce the height; however, this reduction had not been carried out. The resident contacted the enforcement officer who advised that the process would recommence, and papers were expected to be served by the end of January 2024. The resident contacted the officer again in February when there had still been no further action or communication. They were informed that the process took time, but it remained unclear how far this case had progressed.

Given that a significant amount of time had elapsed without further updates, Members advised the resident to contact the enforcement officer once again to establish the current situation.

12817 SPECIFIC DECLARATIONS OF INTEREST

None.

12818 MINUTES

To approve the Minutes of the meeting held on the 22nd April 2024.

Resolved To approve the Minutes of the meeting held on 22nd April 2024 and for these to be signed by the Chairman.

12819 PLANNING MATTERS

(a) The following planning applications were considered:

[CB/24/00531/FULL](#)
[\(click for more details\)](#)

Single storey side and rear extension. Change of use of amenity land to private residential garden land and reinstatement of a 1.829m high fence line. 11A Ashwell Walk, Houghton Regis, Dunstable, LU5 5QA Mr & Mrs Carter

Comments: Members discussed the issues raised during the consultation process regarding parking, loss of public visibility, habitat connectivity and biodiversity

Houghton Regis Town Council raised an objection to this application on the following grounds:

- **Did not meet current parking standards**
- **Encroachment on amenity land**
- **The removal of trees from amenity land**
- **Reduction in visibility to road users**

[CB/24/01005/FULL](#)
[\(click for more details\)](#)

Single storey rear extension changes to fenestrations 19 Leafields, Houghton Regis, Dunstable, LU5 5LT Ms Valerie Robertson

Comments: Members were informed that a previous application for additions to this property had also been in breach of planning guidance but had been granted in view of the residents' needs and circumstances. It was felt that the current application, for a ground floor bedroom at the rear, should be viewed in the same light.

Members noted the comments of the Highways officer in relation to access and the current parking standards, to a breach of which the proposed development would lead. It was suggested that it might be advisable to have a dropped kerb along the width of the property, which would facilitate access to the wholly-hardstanding frontage with sufficient space to comply with the parking standards.

[CB/24/00937/FULL](#)
[\(click for more details\)](#)

Front extension, part single/part two storey side and rear extensions. 8 East Hill Road, Houghton Regis, Dunstable, LU5 5EQ Mr Sean Trainor

Comments: Members commented that this application had previously been refused on grounds of bulk, size and unsympathetic design. Members noted that there appeared to be no significant change in the size or design and no documentation to clarify changes.

It was highlighted that Houghton Regis Town Council had raised no objections previously.

Houghton Regis Town Council raised no objections to this application.

[CB/24/00940/FULL](#)
[\(click for more details\)](#)

Erection of a 2.1m high x 36.9m long close-boarded fence along part of the southern boundary (retrospective)
Dalziel, Chalk Hill, Dunstable, LU6 1RS
Mr P Hannington

Comments: Members felt this application would not have been supported if the process had been properly observed. There was a perception that the planning officer was reluctant to remove the structure; however, Members felt this would set an unwanted precedent.

Houghton Regis Town Council raised an objection to this application on the grounds of:

- The structure was unsightly and oversized
- Severely impacted the openness of a green belt site.

[CB/24/00980/FULL](#)
[\(click for more details\)](#)

Change of Use of existing grass verge and pedestrian footpath to allow for dropped kerb and vehicle crossover
56 Enfield Close, Houghton Regis, Dunstable, LU5 5PL
Mr Ferenc Kovacs

Comments: It was noted that there was a significant distance between the dropped kerb and the property. The tract would be hard core and tarmac and Members were requested to comment on this. Members highlighted that other properties in the area already had similar configurations in place.

Houghton Regis Town Council raised no objections to this application.

[CB/24/00968/FULL](#)
[\(click for more details\)](#)

Laying of surface water drainage pipes and landscaping (to facilitate water attenuation system and outfall of the neighbouring site relating to approval of CB/22/04525/VOC)
Land adjacent to Centurion Way Houghton Regis
Lagan Homes

Comments: This application is made by the developer of the Bury Spinney site to run its surface water drainage off into the existing water attenuation system of its neighbouring site. As such, Members felt that this was a technical application on which they did not possess sufficient expertise to comment.

[CB/24/01148/DOC](#)
[\(click for more details\)](#)

Discharge of Condition 28 against planning permission ref. CB/18/04471/FULL (48 new residential units)
Land at Oakwell Park, Thorn Road, Houghton Regis, Dunstable, LU5 6JH

[CB/24/01204/DOC](#)
[\(click for more details\)](#)

Discharge of Condition 26 against planning permission ref. CB/21/05575/REG3 (Development of a new leisure centre, incorporating landscaping and parking provisions. Demolition of the existing building and the construction of a new facility to include an eight-lane 25 metre community swimming pool, dedicated learner pool, confidence pool, fitness suite, exercise studio and two squash courts. Building to include a café, community space, creche, children's outdoor play zone and an outdoor fitness trail and public area)
Houghton Regis Leisure Centre, Parkside Drive, Houghton Regis, Dunstable, LU5 5PX

[CB/24/01291/NMA](#)
[\(click for more details\)](#)

Non-material amendment to planning permission CB/21/05552/RM (Reserved Matters: following Outline Application CB/12/03613/OUT Mixed Development, supported by an Environmental Statement, which was submitted to the council during the application's determination process. Reserved Matters sought for Access, Appearance, Landscaping, Layout and Scale for 100 homes and retail units (Use Class E) Amendment sought are various, refer to NMA comparison document V3.
Parcels 1 and 2 of Phase 2 of Houghton Regis North Site 1, Land on the northern edge of Houghton Regis

[CB/24/01242/DOC](#)
[\(click for more details\)](#)

Discharge of Condition 7 against planning permission ref. CB/22/04024/LB (Listed Building: Conversion of a listed barn into detached dwelling including removal of dilapidated single-storey side addition)
Red Cow Farm Cottage, Bedford Road, Houghton Regis, Dunstable, LU5 6JP

[CB/24/01052/DOC](#)
[\(click for more details\)](#)

Discharge of Condition 2 against planning permission ref. CB/22/03938/FULL (Demolition of existing barn and garage, provision of a garage to the existing Listed building, conversion of Listed barn into a dwelling and construction of eight new dwellings with associated garages and new access road.) Cond 2 Materials.
Red Cow Farm Cottage, Bedford Road, Houghton Regis, Dunstable, LU5 6JP

CB/24/01079/DOC (click for more details)	Discharge of Condition 4 against planning permission ref. CB/23/03093/FULL (Change of use from Class E(a) (retail) to Class B8 (self-storage), external alterations and associated works to car park and landscaping). Cond 4 Landscaping. Former Site of Morrisons, High Street, Houghton Regis
CB/24/01153/NMA (click for more details)	Non-material amendment to planning permission CB/21/05575/REG3 (Development of a new leisure centre, incorporating landscaping and parking provisions. Demolition of the existing building and the construction of a new facility to include an eight-lane 25 metre community swimming pool, dedicated learner pool, confidence pool, fitness suite, exercise studio and two squash courts. Building to include a café, community space, creche, children's outdoor play zone and an outdoor fitness trail and public area.) amendment sought: 1. Amendments to the residential housing planted boundary. 2. Removal of trees from the Plaza raised planters. 3. Change of colour to the signage panels along the East elevation as noted on the DB3 drawing 20201. 4. Additional single door added to allow egress from the spectator seating area grid line J / 10 to 11. Houghton Regis Leisure Centre, Parkside Drive, Houghton Regis, Dunstable, LU5 5PX

Permissions / Approvals / Consents

Refusals:

CB/23/04122/FULL (click for more details)	Demolition of commercial building and erection of 4 dwellings with associated landscaping and boundary works
CB/23/04108/FULL (click for more details)	Conversion of threshing barn to form three office units with associated external alterations, part demolition, extension, external alteration and conversion of stable to provide a single dwelling, demolition of existing commercial unit and erection of 6 dwelling houses including associated parking, landscaping and boundary treatments

Comments:

Members highlighted that the refusal for this application and for CB/23/04122/FULL meant there remained one outstanding application for the proposed development. This was for the conversion of an abandoned stable block into a bungalow.

Withdrawals:

CB/24/00782/RM (click for more details)	Reserved Matters: following Outline Application CB/21/00280/OUT (Erection of 4 chalet style bungalows). Approval sought for Access, Appearance, Landscaping, Layout
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and Scale, and the discharge of conditions 2, 3, 4, 5, 6, 7, 8 and 9.

12820 STREET NAMING AND NUMBERING

At the meeting held on 19th February, Members were provided with a notification of application for street naming, and it was requested that the Town Council propose a street name for the below development:

8 new dwellings and 1 Barn conversion – 9 new addresses:
Red Cow Farm Cottage, Bedford Road, Houghton Regis, LU5 6JP

The developers had declined the proposed new names put forward by the Committee and had responded with the following suggestions:

- Belleview Drive

This suggestion did not find favour with the Members of the Committee. Further suggestions were put forward, as follows:

- Red Cow Croft
- Red Cow Meadow
- Red Cow Close
- Old Dairy Barns
- Dairy Green / Dairy Green Barns
- Dairy Croft
- Buttermilk Croft/Barns
- Taurus Croft

Members considered the position and debated these suggestions, concluding eventually that the name Buttermilk Close was the preferable option and that this name should be proposed to Central Bedfordshire Council.

Resolved: **To propose the name Buttermilk Close to the developers.**

12821 STRATEGIC DEVELOPMENT SITES/LOCAL PLAN– UPDATE/PROGRESS

Woodside Link – No substantive update to report.

A5 M1 Link – No substantive update to report.

All Saints View – No substantive update to report.

Linmere – No substantive update to report.

Bidwell West – No substantive update to report.

Kingsland – No substantive update to report.

Windsor Drive – No substantive update to report.

Section 106 Monies – No substantive update to report.

Resolved: To note the information

12822 CB/24/01002/TDM HOUGHTON PARK CAR PARK, PARKSIDE DRIVE, HOUGHTON REGIS

Members had previously raised concerns regarding the above application and were unaware of any consultation having taken place. This was felt to be remiss of Central Bedfordshire Council as the land was leased by Houghton Regis Town Council from Central Bedfordshire Council.

An opportunity to put forward comments on this application had been requested and agreed.

The Location was confirmed as adjacent to the gate of the council carpark. It was noted that it was proposed to move the location of the mast 2m south-east to avoid and protect an ash tree.

It was questioned whether it would be preferable to move the mast to another site rather than the proposed two metres. Members agreed that if the reason for the move was to protect a tree, and there were no houses in the immediate vicinity, there appeared to be no reason to object.

Resolved: To submit comments on the above application to Central Bedfordshire Council.

The Chairman declared the meeting closed at 7.57pm

Dated this 24th day of June 2024

Chairman

HOUGHTON REGIS TOWN COUNCIL

Planning Committee

**Minutes of the meeting held on
Monday 3rd June 2024 at 7.00pm**

Present: Councillors: M Herber Chair
J Carroll
E Cooper
D Jones
C Slough
D Taylor

Officers: Debbie Marsh Head of Corporate Services
Amanda Samuels Administration Officer

Apologies: Councillors: E Billington

Also present: S Goodchild (virtual)
T McMahon (virtual)

12840 APOLOGIES AND SUBSTITUTIONS

Apologies were received from Councillor Billington.

12841 QUESTIONS FROM THE PUBLIC

None.

12842 SPECIFIC DECLARATIONS OF INTEREST

None.

12843 ELECTION OF VICE-CHAIR

Members were invited to elect a Vice Chair for Planning Committee for 2024/2025.

Nominee: Cllr Jones Proposed by: Cllr C Slough
Seconded by: Cllr E Cooper

Accordingly, Cllr Jones became the Vice-Chair of Planning for the municipal year of 2024/2025.

12844 MINUTES

It was stated that the Minutes of the meeting held on Monday 13th May 2024 required several amendments. It was, therefore, agreed to defer approval of the Minutes until the meeting scheduled for 24th June 2024 in order that the necessary changes could be made.

Resolved: To amend the Minutes of the meeting held on Monday 13th May 2024 and to defer approval until the meeting on Monday 24th June 2024.

12845 PLANNING MATTERS**(a) The following planning applications were considered:**

[CB/24/01322/FULL](#)
[\(click for more details\)](#)

Change of use of a C3(a) dwellinghouse to a C2 children's home, for a maximum of two children.
129 Bromley Gardens, Houghton Regis, Dunstable, LU5 5RJ
Mr Fredrick Akandi

Comments: Members raised no objections to this application.

Noted:

[CB/24/01299/NMA](#)
[\(click for more details\)](#)

Non-material amendment to planning permission CB/19/04182/FULL (Erection of a new dwelling) - An amendment to install velux windows to roof of property Land Adjacent, 134 High Street, Houghton Regis, Dunstable, LU5 5DT
Mr Thomas Canter

Comments: The application had already been refused and the Planning Officer had stated that a full application needed to be submitted.

[CB/24/01301/NMA](#)
[\(click for more details\)](#)

Non-material amendment to planning permission CB/23/01706/RM (Reserved Matters: following Outline Application CB/12/03613/OUT (Outline planning permission with the details of access, appearance, landscaping, layout and scale reserved for later determination. Development to comprise: up to 5,150 dwellings (Use Class C3);) Reserved matters for Parcel 1 and 2 - AMP3 for 236 dwellings, access, appearance, landscaping, layout and scale.) amendment sought to condition 18
Parcels 1 & 2 Houghton Regis North 1, Sundon Park, Houghton Regis, LU5 5GX
Stonebond Properties Ltd

[CB/24/01350/DOC](#)
[\(click for more details\)](#)

Discharge of Condition 18 against planning permission ref. CB/22/04525/VOC (Removal of condition 10 and Variation of conditions 13,15 and 21 of planning permission CB/19/04220/OUT (Outline Application for Residential Development for up to 100 Dwellings with all matters reserved, except access) vary condition 13 from the requirement of 14 mainstream housing together with 9 units for care/support to 13.72% of total units suitable for the elderly and condition 21 to be amended to "The development hereby permitted shall be carried out in accordance with the

following approved plan: 13060as2.15 Rev D (in so far as it relates to the means of access")
Bury Spinney, Thorn Road, Houghton Regis, Dunstable, LU5 6JQ

Permissions / Approvals / Consents

Refusals:

None received.

Withdrawals:

None received.

12846 CB/23/03551/RM - BURY SPINNEY, THORN ROAD

Members were advised that a response had been received regarding the Town Council's concerns regarding the proximity to water.

Members were presented with the response, which stated:

I write in respect to the TC's objection to the above application.

Please be advised that a RoSPA risk assessment has been submitted for the application which has confirmed a low risk associated with the design and location of the LEAP/LAP. This has been confirmed by the Play Sites Officer and the Leisure Policy Officer

12847 STRATEGIC DEVELOPMENT SITES/LOCAL PLAN– UPDATE/PROGRESS

Woodside Link – No substantive update to report.

A5 M1 Link – No substantive update to report.

All Saints View – No substantive update to report.

Linnere – No substantive update to report.

Bidwell West – No substantive update to report.

Kingsland – No substantive update to report.

Windsor Drive – No substantive update to report.

Section 106 Monies – No substantive update to report.

Resolved: To note the information

12848 NEIGHBOURHOOD PLAN

Members were advised that minor modifications to the Neighbourhood Plan were required. Members were provided with a list of the modifications for approval and advised that these did not materially affect any policies.

The list of modifications were as follows:

- Page 39 top box Aspiration, there was a line missing at bottom, 3rd bullet point. This simply required the text box to be slightly expanded.
- Page 40 box was slightly too high so that the last line of the preceding paragraph was below it. Now moved down to fix.
- Page 47 at bottom of list stated, “the numbering in main document will need to be changed to conform to the new map.” This was a note to the editor that should have been removed, and now has been. The renumbering in the main text had been done.
- Page 68 map is incorrectly numbered, changed "Map 6" to "Map 7" please also see below:
- Page 2 Section 15 is incorrectly showing “Map 6” changed to “Map 7”.

Since there were no substantive amendments, approval of the modifications could be given by the Planning Committee, and these would be highlighted at the next Town Council meeting.

Resolved: To approve the list of modifications to Houghton Regis Town Councils Neighbourhood Plan as detailed and to submit this list, along with supporting resolution, to Central Bedfordshire Council in order that the Neighbourhood Plan can be updated.

The Chairman declared the meeting closed at 7.15pm

Dated this 24th day of June 2024

Chairman



PLANNING COMMITTEE

Agenda Item 6

Date:	24th June 2024
Title:	Local Transport Plan Engagement
Purpose of the Report:	To provide feedback to Central Bedfordshire Council.
Contact Officer:	Louise Senior, Head of Democratic Services

1. RECOMMENDATION

To submit a completed Response Form to Central Bedfordshire Council indicating the Town Council's priorities.

2. BACKGROUND

Central Bedfordshire Local Transport Plan

Central Bedfordshire Council have started work on a new Local Transport Plan (LTP) for the area, as the current one runs out in 2026. CBC is keen to find out about what residents, organisations and businesses in the area think about travel and transport in the area to inform the Plan.

The LTP is a high-level document containing core policies that set out the Council's overall approach to transport. It helps to decide what will be built and what other work is done over a period of years. It also supports other transport plans, policies and strategies. For example, if a lot of people say they're concerned about the move to electric cars and that there aren't going to be enough chargers, the LTP could have a policy making provision of more chargers a high priority. This would then help to direct efforts (and bid for government funds) to deliver and expand the CBC's Electric Vehicle Infrastructure Strategy and get chargers for electric cars installed.

The current LTP included projects that ranged from the building of the A5-M1 link road to a series of Local Area Transport Plans allowing towns and villages to decide what they wanted locally, which could be as small as improving bus stops or making it easier for people to cross the road.

Central Bedfordshire Council have provided a response form to enable structured feedback (*Appx A*).

3. ISSUES FOR CONSIDERATION

The following information is taken from the LTP FAQ sheet (references to Council refer to CBC):

What is the Local Transport Plan (LTP)? The LTP is the council's transport strategy, required by law. It outlines the council's transport policies and priorities, supporting other transport plans and listing desired improvements.

Why do we need a new LTP? The current LTP expires in 2026. A new plan is needed to align with updated council goals, policy changes, and technological advancements like electric vehicles and home working trends. An updated LTP helps secure government funding.

What will the new LTP include? The content will be decided after consulting residents, businesses, and other stakeholders. It will reflect national policy and consider financial constraints, aiming to reduce greenhouse gas emissions.

How will the LTP affect my area? The LTP aims to improve local transport. Specific changes will be determined through consultations. Not all changes will benefit everyone equally, but efforts will be made to minimise negative impacts.

Engagement Approach

How will the public be engaged? Engagement will be in two phases: first, gathering input from the public, businesses, and organisations; then sharing the findings with CBC Councillors for further input.

When is the public engagement exercise and how long does it last? From 17th April to 30th June 2024.

How can people participate? People can respond online via the council's website. Those without digital access can send emails or letters, or request paper copies and alternative formats.

What information is being sought? Feedback on what the LTP should achieve, how to achieve it, reasons behind travel choices, and specific issues or improvements.

How will people know about the engagement exercise? Through emails, press releases, the council's website, social media, and community networks.

Can Councillors help spread the word? Yes, Councillors and Town/Parish Councils can use posters, articles, social media, and direct interactions with residents.

What will CBC do during the engagement period? The Strategic Transport Team will provide information, log responses, answer queries, and monitor engagement to ensure diverse participation.

Next Steps

What happens after the engagement period? Feedback will be analysed and shared with CBC Councillors. A draft LTP will be prepared based on this input.

What is the timeline for drafting and adopting the LTP? A draft LTP will be prepared in winter 2024-25, followed by public consultation and further revisions. The final LTP should be adopted by 2026.

4. HRTC CORPORATE PLAN

1 **Town and Community: To unify all areas of the parish as one community and foster civic pride in our town**

- 1.1 Improve integration between existing and new communities.
- 1.2 Support the sense of arrival and identity.

2 **Local Services and Facilities: To provide a broad range of high quality services and facilities for our residents, visitors and businesses**

- 2.1 Work with partners to improve the quality and accessibility of the public realm in the town centre.

5. IMPLICATIONS

Corporate Implications

- There are no corporate implications arising from the recommendations.

Legal Implications

- There are no legal implications arising from the recommendations

Financial Implications

- There are no financial implications arising from the recommendations

Risk Implications

- There are no risk implications arising from the recommendations

Equalities Implications

Houghton Regis Town Council has a duty to promote equality of opportunity, eliminate unlawful discrimination, harassment and victimisation and foster good relations in respect of nine protected characteristics; age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

This project will support all areas of the community, including residents, industry and visiting individuals

Climate Change Implications

- An up to date transport plan would encourage a positive impact on climate change.

Press Contact

- Central Bedfordshire Council have provided content to be shared on social media and the council's website.

6. CONCLUSION AND NEXT STEPS

The feedback provided from Houghton Regis Town Council will offer valuable insight to the priorities of the town, as the council see them, and will be scrutinised alongside the feedback received from residents.

7. APPENDICES

Appendix A: TPC Response Form



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CBC Local Transport Plan

Engagement response form for Parish and Town Councils

Guidance notes

This template is intended to facilitate your response to help inform the development of Central Bedfordshire Council’s new Local Transport Plan. Its use is not compulsory, but it should help to ensure you have considered relevant topics and gone through appropriate due process in agreeing your response as a Council.

Please return it electronically to strategic.transport@centralbedfordshire.gov.uk

Introduction

Central Bedfordshire Council is working to prepare a new Local Transport Plan (LTP). This is a high-level, strategic document that sets out the Council’s overall transport policies and approaches. It is a statutory document, which we are required to have and to keep up to date. The existing LTP, which expires in 2026, can be found on the Council’s website’s [Transport strategy page \(https://www.centralbedfordshire.gov.uk/info/55/transport_roads_and_parking/596/transport_strategy\)](https://www.centralbedfordshire.gov.uk/info/55/transport_roads_and_parking/596/transport_strategy)

In order to ensure we’ve considered the needs of local areas across Central Bedfordshire, we are asking all Town and Parish Councils in the area for their views. This should be your considered view as a Council, and approved by your Council by the appropriate method in line with your constitution. Meeting minutes or a signed decision record should be appended if appropriate. If Town or Parish Councillors wish to respond with their own private views, they can do so online via the [CBC Transport Strategy – Commonplace website \(https://cbctransportstrategy.commonplace.is/\)](https://cbctransportstrategy.commonplace.is/)

For more information on our public engagement around drafting the LTP, please see the accompanying FAQ document.



.....

Questions

Name of Town or Parish Council Responding:

To what extent do you agree that each of the following priorities is important?
(Please tick)

	Strongly agree	Agree	Neither agree nor disagree	Disagree	Strongly disagree
Reducing the damaging environmental effects of transport					
Improving access to jobs and other opportunities associated with new housing and businesses.					
Investing in transport to create better places to live and work.					
Providing extra walking, cycling and public transport capacity.					
Making transport safer.					

Do you have any other ideas for priorities that we should consider?
(Please include reasons for your suggestion(s))

Please tell us how important you think each of the following should be in our plan:
(Please tick)

	Very important	Important	Neither important nor unimportant	Unimportant	Very unimportant
Reducing the need to travel by improving access to high speed internet at home/work.					
Reducing the need to travel by improving access to services offered online at home/work.					
Enabling jobs, services and businesses to be located in well connected places.					
Helping people walk, wheel or cycle for short journeys.					
Making public transport cheaper.					
Providing public transport close to people's homes and jobs.					
Making public transport more frequent and faster.					
Supporting people to use electric vehicles.					
Reducing one person car trips.					
Reducing the number of cars in our residential areas.					
Working to reduce to deaths and serious injuries on our road network.					
Maintaining our existing transport network.					
Allocating more roadspace for walking, cycling and public transport.					
Ensuring we stay within our budgets and prioritising value for money.					
Prioritising value for money for the council tax that residents pay.					



Would you like to suggest any other approaches that should be included in delivering the plan?
(Please include reasons for your suggestion(s)).

Empty response area for suggestions on delivery approaches.

What do you see as the worst things about transport in your town or parish and why?

Empty response area for worst things about transport.

What do you see as the best things about transport in your town or parish and why?

Empty response area for best things about transport.





The LTP will identify key transport improvements that Central Bedfordshire Council will support. Are there any particular schemes, projects or interventions that you would like to suggest should be included?

(Please include reasons for your suggestion(s)).

Response approved by:.....
(name of meeting (or name and role of individual) empowered to approve your Council's response)

On:...../...../..2024..
(date)

Contact us...

by telephone: 0300 300 6904
by email: strategic.transport@centralbedfordshire.gov.uk
on the web: www.centralbedfordshire.gov.uk

Write to the Strategic Transport Team, Central Bedfordshire Council, Priory House, Monks Walk, Chicksands, Shefford, Bedfordshire SG17 5TQ

