

**HOUGHTON REGIS TOWN COUNCIL**

**Planning Committee**

**Minutes of the meeting held on  
16<sup>th</sup> September 2024 at 7.00pm**

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

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

Public: 0

Also present: CBC Councillor S Goodchild

**12975 APOLOGIES AND SUBSTITUTIONS**

None.

**12976 QUESTIONS FROM THE PUBLIC**

None.

**12977 SPECIFIC DECLARATIONS OF INTEREST**

None.

**12978 MINUTES**

To approve the Minutes of the meeting held on the 27<sup>th</sup> August 2024

**Resolved: To approve the Minutes of the meeting held on 27<sup>th</sup> August 2024 and for these to be signed by the Chairman.**

**12979 PLANNING MATTERS**

**(a) The following planning applications were considered:**

CB/24/01851/ADV  
(click for more  
details)

Advertisement: Installation of non-illuminated signage to outside of building.

Unit 1B, Thorn Road, Houghton Regis, Dunstable, LU5 6TZ

Konica Minolta Business Solutions UK Ltd.

**Comments: Houghton Regis Town Council raised no objection to this application.**

**Noted:**

[CB/24/02469/DOC](#)  
(click for more details)

Discharge of Conditions 22 and 23 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/24/02390/DOC](#)  
(click for more details)

Discharge of Conditions 1,2,8,14 and 16 against planning permission ref. CB/23/00066/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); 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)approval sort for layout, scale, appearance and landscaping for 188 dwellings on parcels 3 and 4, along with parking and landscaping) materials, levels, cycle parking, fire hydrants, EEP

Houghton Regis North Site 1 Phase 3 Parcels 3 and 4 Houghton Regis

[CB/24/02496/DOC](#)  
[\(click for more details\)](#)

Discharge of Conditions 32 and 33 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.)

Land To The North And East Of Houghton Regis, Sundon Road, Houghton Regis

[CB/24/02519/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 : Car park access moved on Hockett Street

Parcels 1 and 2 of Phase 2 of Houghton Regis North Site 1, Land on the northern edge of Houghton Regis

[CB/24/02420/LDCP](#)  
[\(click for more details\)](#)

Lawful Development Certificate Proposed: Part garage conversion

6 Tavistock Place, East End, Houghton Regis, Dunstable, LU5 5NA

***Permissions / Approvals / Consents***

None received.

***Refusals:***

[CB/24/01770/FULL](#)  
[\(click for more details\)](#)

Erection of a detached house, associated parking and amenity space.

Land at Midway Cottage and The Cottage, Bedford Road, Houghton Regis, Dunstable, LU5 6JP

**Withdrawals:**

<a href="#"><u>CB/24/01175/FULL</u></a> <a href="#"><u>(click for more details)</u></a>	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
<a href="#"><u>CB/24/01623/FULL</u></a> <a href="#"><u>(click for more details)</u></a>	Change of use of amenity land to garden land and creation of a new boundary line with a new 2m fence 29 Constable Close, Houghton Regis, Dunstable, LU5 5ST

**12980 CB/23/03551/RM - BURY SPINNEY, THORN ROAD**

Members were presented with a notification from Central Bedfordshire Council regarding amendments to application CB/23/03551/RM.

The deadline for responses was 10<sup>th</sup> September; however, Members were advised that Houghton Regis Town Council had been given an extension to this deadline for responses to be submitted.

It was noted that some of the issues regarding this application had been addressed. There had previously been concerns regarding the development's proximity to water, but safety officers had confirmed they were satisfied that there was no risk.

Members raised the issue of the police report which outlined concerns regarding security, and questioned how these concerns were likely to be addressed. While there was no objection to the amended application, Members requested that the Committee's support of the police observations be noted.

**Resolved:** To consider the Town Council's response to the amendments to application CB/23/03551/RM

**12981 NEIGHBOURHOOD PLAN IMPLEMENTATION GROUP**

Members were requested to consider an implementation group to ensure the delivery of the Neighbourhood Plan and to set a renewal date for review and revision.

A discussion followed and it was suggested that the implementation group should be a sub-committee, since this would ensure transparency and follow council procedures. Another suggestion was that the duties could be adopted as part of the Planning Committee remit. It would be possible to maintain community engagement by inviting community members to Planning Committee meetings twice a year, specifically to discuss the Neighbourhood Plan.

The formation of a sub-committee would allow for the involvement of councillors from other committees and for co-opted members from the community to take part. The Planning Committee would still be able to pass relevant information to the sub-committee for action. In turn, the sub-committee would monitor how the Neighbourhood Plan was working and recommend changes, where necessary, back to the Planning Committee, which could then decide what action was required. This

would prevent potential conflicts of interest between Houghton Regis Town Council's Neighbourhood Plan and the Local Plan currently being formulated by Central Bedfordshire Council.

Members agreed that two meetings a year would be sufficient, but this could be revised and/or extraordinary meetings held as necessary.

Members questioned how the £3,000 would be used and it was confirmed that this would predominantly be for professional fees. This expenditure was in line with the recommendation made in the Corporate Peer Challenge Review for the formation of an implementation group.

It was requested that the recommendations be considered individually.

An amendment was proposed to recommendation 1 to read:

To recommend to Town Council a Neighbourhood Plan Implementation Sub-Committee be formed, consisting of a combination of councillors and representatives of the community.

The officer recommendation read: *To recommend to Town Council a Neighbourhood Plan Implementation Group be formed, consisting of a combination of councillors and representatives of the community.*

Members voted on the proposed amended recommendation:

Seconded by Cllr Cooper

Members voted on the amendment

In favour: 5

Abstentions: 2

Accordingly, this became the substantive motion.

Members voted on the amended recommendation

In favour: 5

Abstentions: 2

Members agreed that the change of wording would carry throughout all recommendations where relevant.

**Resolved:**

1. To recommend to Town Council a Neighbourhood Plan Implementation Sub-Committee be formed, consisting of a combination of councillors and representatives of the community.
2. To consider the creation of an Implementation Sub-Committee to monitor the usage and effectiveness of the Neighbourhood Plan (NHP) and provide regular reports on its application in planning matters.
3. To consider the frequency of meetings to track the NHP's impact and propose updates as required.
4. To approve the use of £3,000 from General Reserves, as set out in the Corporate Peer Challenge Action Plan and supported by Town Council.

**12982 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.

**Linnmere** – 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**

Before the meeting closed, Councillor Jones provided an update to Members regarding recent work conducted at Vane Cottage, a listed building located within a conservation area.

Issues Raised

1. Unauthorised tree removal
2. Potential violation of conservation area regulations
3. Lack of proper applications for tree work

Current Status

- Planning Enforcement had been notified and was now involved in the matter.
- The Planning department had been requested to halt ongoing work at the site.
- Members of the Planning Committee were not aware of any submitted applications for tree work to be carried out.

Members wishing to pursue this matter further are advised to contact the Town Clerk. The Clerk had received communication from Lorna Carver, Deputy Chief Executive and Director of Place and Communities, regarding this issue.

**The Chairman declared the meeting closed at 7.36pm**

**Dated this 7<sup>th</sup> day of October 2024**

**Chairman**

7/10  
M. Carver