

**Correction of Development Control Committee Minutes of 3 September 2020
(APPLICATION NUMBER: 20/00133/OUTEIS)**

Description: Outline planning application (all matters reserved except access) for the demolition of the existing farm buildings on site and the development of up to 930 dwellings (including affordable dwellings), primary school, local centre, open space, sports pitches, play areas, pavilion/wellbeing centre and other associated works.

At: Tickford Fields Farm, North Crawley Road, Newport Pagnell, MK16 9HG

Report Sponsor: Sharon Bridglalsingh – Director, Law and Governance

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Executive Summary:

This report seeks to amend the minutes of the Development Control Committee of 3 September 2020, which has an incomplete resolution recorded in minute DC29.

At the meeting, additional conditions were approved. Firstly, a condition relating to the proper recording of a heritage asset prior to demolition, was received as part of the Case Officer's presentation and subsequently further amendments relating to the phasing of unallocated car parking and an informative to proposed condition 9, were agreed by the Committee. The former was not included in the resolution.

Additional verification checks undertaken by the Development Management Team prior to the issue of a Decision Notice highlighted the inaccuracy and provide the opportunity for the position to be corrected.

Because the minutes were approved and signed by the Chair as a correct record on 5 November 2020, a resolution of the Committee is now required to correct the position and enable the additional condition to be included in both the resolution and the Decision Notice.

1. Recommendation(s)

- 1.1 That the minute DC29 of the Development Control Committee of 3 September 2020, approved and signed by the Chairman at the meeting of 5 November 2020, be amended in the following respect, in order to correct an inaccuracy:

- (a) That the word 'additionally:' be added after the word 'and' and the word 'and' be deleted after the words 'Head of Planning' in paragraph 16 of minute DC29
- (b) That the words 'and the additional condition and reason, as recommended by the Case Officer:

Prior to any demolition or alteration taking place of the 19th century stone-built storage building, the applicant shall ensure the production of a record of the affected building(s) to a scheme and level agreed in writing by the Local Planning Authority. The record will comprise a report with plans, elevations and sections of the building(s) drawn to the standards set by Historic England (2016). This will be accompanied by a written description of the building(s) and its/their development, together with a photographic record of the interior and exterior. Two copies of the building recording report will be deposited with Milton Keynes Historic Environment Record within three months of the recording survey being completed. The final report and details of the project will also be added to the Archaeology Data Service OASIS website.

Reason: To ensure that affected heritage assets are adequately recorded pursuant to paragraph 199 of the National Planning Policy Framework and Policy HE1 of Plan:MK.'

be added at the end of paragraph 16 of minute DC29.

- (c) That paragraph 16 be re-presented and punctuated to separate the various elements of the resolution.

1.2 If approved, the corrected minute would read:

RESOLVED:

That the Application be granted subject to the Conditions in the Committee Report, and additionally:

the completion of a Memorandum of Understanding, with the addition of an additional condition requiring the allocation of 'unallocated' car parking spaces for each phase of the development with the final wording of the condition delegated to the Head of Planning;

an informative to existing Condition 9 (Construction Management Plan) that construction traffic not approach the site from North Crawley and Cranfield; and

the additional condition and reason as recommended by the Case Officer:

Prior to any demolition or alteration taking place of the 19th century stone-built storage building, the applicant shall ensure the production of a record of

the affected building(s) to a scheme and level agreed in writing by the Local Planning Authority. The record will comprise a report with plans, elevations and sections of the building(s) drawn to the standards set by Historic England (2016). This will be accompanied by a written description of the building(s) and its/their development, together with a photographic record of the interior and exterior. Two copies of the building recording report will be deposited with Milton Keynes Historic Environment Record within three months of the recording survey being completed. The final report and details of the project will also be added to the Archaeology Data Service OASIS website.

Reason: To ensure that affected heritage assets are adequately recorded pursuant to paragraph 199 of the National Planning Policy Framework and Policy HE1 of Plan:MK' be added at the end of paragraph x of minute DC29.

2. Issues

- 2.1 The application was approved on the 3 September 2020, with all members of the Committee voting in favour. Although the additional condition introduced by the Case Officer was neither in the report, or update paper, it was clearly referenced in the presentation and a PowerPoint slide was presented to the Committee highlighting the additional condition and the reasons.
- 2.2 The approved minutes were agreed by the Committee and signed by the Chair as a correct record on 5 November 2020. Checking processes in the Development Management Team discovered the inaccuracy prior to the issue of a Decision Notice.
- 2.3 The original resolution along with a 'tracked changes' version of the resolution is set out in Annex A.

3. Options

- 3.1 The Committee could decide not to amend the minutes, but this would not be consistent with decision reached by the Committee on the 3 September 2020. This is not recommended as it would mean the condition could not be included in the Decision Notice and there would be no requirement for the applicant to record the heritage asset in question, prior to demolition.

4. Legal

- 4.1 As the minutes were approved by the Development Control Committee on the 5 November 2020 and signed as a correct record by the Chair, there is no provision for the correction of even minor or clerical errors, without a further resolution of the committee.

Annex A: Tracked change version of paragraph 16 of minute DC29.