



WOOTTON PARISH COUNCIL

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Minutes of the Meeting of the **Full Council** held on Wednesday 5th August 2015 at 7.32pm in The Memorial Hall, Bedford Road, Wootton.

Open Forum	There was one member of the public present who wished to be considered for co-option as a member of the parish council. There were no other members of the public or press present and so the meeting continued without adjournment.			Public Bodies (Admissions to Meetings) Act 1960 s1(2) and Local Government Act 1972 s100.
Present	Cllrs Lloyd, C. Bennett, P. Bennett, Brady, Bygraves, Doggrell, Groves, Hall, Quirk, Wallace, Weeks and Wheeler.			
Absent	None.			
Agenda no	Agenda item title	Resolution	Action	Power
FC15/144	Apologies for absence. Cllrs Chalmers and Price.	N/A.	N/A.	Local Government Act 1972, Sch12 p40.
FC15/145	Disclosure of local and/or disclosable pecuniary interests.	None.		Local Government Act 1972, s117.
FC15/146	To receive a résumé from a resident wishing to be co-opted as a member of Wootton Parish Council.	Resolved by vote to co-opt Jeffrey Noakes as a member of Wootton Parish Council. Proposed: Cllr Wallace. Seconded: Cllr Hall. Resolved by all present.	Clerk to take forward.	Local Elections (Parishes and Communities) (England and Wales) Rules 2006 SI2006/3305 r 5(5).
N/A	A planned brief presentation by Olly Martins on the New Model of Policing was been cancelled, due to unforeseen engagements.			
FC15/147	Report from outside organisations – for information only. To include a report from BBCllr Wheeler. (Appendix 1).	BBCllr Wheeler’s report was circulated ahead of the meeting. He added since its circulation he had received complaints about inconsiderate/dangerous parking along Elmsdale Road and also Potters Cross, near their junctions with Bedford Road. He had passed these	Clerk to keep on file.	N/A.

	To receive crime figures for the period 30th June 2015 – 1st August 2015. No PCSO's were in attendance. (Please refer to Appendix 1a).	concerns to Andy Prigmore (Bedford Borough Council Highways department), requesting a consultation be carried out with local residents ahead of any potential parking restrictions. He added works for other village parking restrictions were due to take place in September. To date he had spent £104.12 from his ward monies and reminded all present the deadline for Green Space and Highways projects was 18th September 2015. Cllr Hall expressed surprise there wasn't a (police) co-ordinated means of reporting crime figures, following the clerks observations that two reports she had received covering the same period contained differing information. With regard to the incidences involving the upper school, Cllr Wallace reported the school had a zero tolerance policy on knives and both pupils concerned had been permanently excluded.	Clerk to keep on file.	
FC15/148	List of correspondence received (copies of correspondence can be requested from the Clerk) – for information only. (Please refer to Appendix 2).	Cllr Wallace expressed his wish to continue as a member of the Bedfordshire Association of Town & Parish Councils' county committee. It was agreed the Clerk would submit the relevant form to Louise Ashmore.	Clerk to take forward and keep on file.	N/A.
FC15/149	Chairman's report – for information only.	Cllr Lloyd gave a verbal report, thanking all those involved with the Fun Day for their help in what had been the most	All to take forward.	N/A.

		successful to date – next year's date was Saturday 9 th July 2016. He asked councillors to consider their availability to attend the next library surgery with BBCllr/Cllr Wheeler – Saturday 5 th September 2015 and email him.		
FC15/150	Schedule of receipts and payments – statement(s) 149 (Co-operative Bank Plc) and statement (s) 11 & 12 (Unity Trust Bank Ltd) as previously approved by The Finance & General Purposes committee – for information only. (Appendix 3 and 3a).	Statement 12 (Unity Trust Bank Ltd) was received after the agenda was circulated and sent separately. No further comments received.	Clerk to take forward.	Accounts and Audit Regulations (2011) (as amended) & Audit Commission Act 1998 (as amended) & Governance & Accountability for Local Councils (2010) (as amended).
FC15/151	To receive and verify the attached bank reconciliation(s) (to be signed by two members who are not authorised signatories).	Resolved to receive and verify – signed by Cllrs Hall and Wallace. Proposed: Cllr Bygraves. Seconded: Cllr Brady. Resolved by all present.	Clerk to take forward.	Accounts and Audit Regulations (2011) (as amended) & Audit Commission Act 1998 (as amended) & Governance & Accountability for Local Councils (2010) (as amended).
FC15/152	To receive and verify the Income & Expenditure report for all cost centres for 2015-16, to date.	Resolved to receive and verify. Proposed: Cllr Groves. Seconded: Cllr Brady. Resolved by all present.	N/A.	Local Government Act 1972, s150 (6).
FC15/153	Minutes of the previous meeting. <i>Minutes are published on the Wootton Parish Council website:http://woottonpc.bedsparishes.gov.uk/.</i> Members of Full Council are asked to receive and adopt the minutes of the Full Council meeting held on 8 th July 2015. Members of Full Council are asked to receive and adopt the minutes of the (advisory with the exception of payment authorisation) Finance & General	Minutes were received and adopted. Proposed: - Cllr Quirk. Seconded: Cllr P. Bennett. Resolved by all present. Minutes were received and adopted.	Clerk to keep on file. Clerk to keep on file.	Local Government Act 1972, Sch 12 p41.

	Purposes Committee meeting held on 24 th June 2015.	Proposed: - Cllr Bygraves. Seconded: Cllr C. Bennett. Resolved by all present.		
FC15/154	To receive a report from the (Executive) Planning & Environment Committee – for information only. (Appendix 4).	No further comments received.	Clerk to keep on file.	N/A.
FC15/155	Matters arising from the minutes to include Issues log review – for information only. - n/a – Traffic Management issues. Double mini roundabout proposed for Church/Fields/Bedford Road so left on file until works are completed. - FC12/107 + FC14/173 + FC15/16 – Bus Route 53 and general. Issues on Church Road have been reported to all relevant stakeholders (Road Safety – Bedford Borough Council, Traffic Management – Bedfordshire Police and the upper school) and remain ongoing. Cllr Lloyd continues to chase for updates. Ongoing. - FC12/108 – s106 changes to Fields Road development. ME bid has been submitted but no further response received. Andy Lord attended FC on 8th January 2014 and has now asked if WPC intend to take control of the proposed new community centre and pitches. Reserved matters application for the hall, sports pitches, play facilities and MUGA are currently with the Planning committee for consideration. Clerk has chased Andy Lord for an update on both the ME bid and the control of the community centre/pitches. Ongoing. - FC14/62 + FC14/175 + FC15/19 – Replacement noticeboards project. The first noticeboard (Bedford Road near Manor Road flats) has been installed. The second for Hall End will be replaced after the appointment of a new handy person. Ongoing. - FC14/117 – Bedford Borough Council's Local Plan 2032. Resolved 6th August 2014 to request NO proposed sites be taken forward. Ongoing. - FC14/178 – A R Worboys Ltd appointed to undertake remedial works to the paddock hedgerow. This has been attempted, however the horses were in situ despite assurances to the contrary. All parties have now agreed to leave the works until early spring 2015. Paddock user has agreed to contact the clerk to request when they would like the works undertaken. Ongoing. - FC14/179 – Transfer of Lorraine Road green. Resolved on 10th December 2014 that the Borough Council (BBC) be asked to make an annual financial contribution to enable the parish council to continue grass cutting (in addition to the annual sum received from Highways in	*Cllr Wallace expressed his thanks to those involved with submitting the Local Green Spaces information – the majority of which had been completed by Cllr P. Bennett. The clerk added her thanks also for his input.	Clerk to keep on file.	N/A.

	respect of highway verges). BBCllr/Cllr Wheeler and the Clerk met with Craig Austin (Bedford Borough Council to discuss either the BBC taking over grass cutting or paying an annual sum to the parish council. Ongoing. • FC14/192 + FC15/114 + FC15/132 – Submission of sites for consideration as Local Green Spaces. Resolved 8th June 2015 to appoint a working committee to obtain the relevant information required by the Borough Council (BBC). The clerk is in receipt of further information and will submit the same to BBC before the deadline of 31st July 2015.* • FC15/17 + FC15/115 – Trial of alternative Dog Control Order signage. Resolved 8th July 2015 (FC15/132) the order remain in place. The clerk is taking forward a trial for a heat gun stencil. Ongoing. • FC15/39 – Designation of the whole civil parish of Wootton as a Neighbourhood Area. Resolved on 11th February 2015 this be taken forward with Bedford Borough Council. Ongoing. • FC15/53 + FC15/94 – Local Council Award Scheme. The clerk has arranged training courses for several members. Ongoing. • FC15/54 – Newsletter distribution. Resolved on 11th March 2015 to trial a 3 edition delivery with DOR-2-DOR (MK and Bedford). First delivery (June 2015) has been completed. Two further deliveries are needed after which the situation will be reviewed.			
FC15/156	To receive an update from all relevant councillors regarding ongoing projects for 2015-16.	Cllr Quirk confirmed he had met with Allan Peacock (Street Lighting) Ltd, and the replacement columns had been marked out. The delay had been caused by problems obtaining a works street licence. He added the Borough Council had begun their programme of replacement columns, without further consultation with the parish council or residents. To date, a number were being replaced along Keeley Lane. It was noted the Borough Council had received an EU grant, allowing them to undertake the works. It was noted the monies set aside	Clerk to take forward and keep on file.	Localism Act 2011, Ch 1, s1-8 and Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012.

		in earmarked reserves for further (parish council) replacements would remain there. It was hoped the Borough Council would take over all street lights in time. Cllr Quirk also reported he had sought quotations for the cemetery projects – will little feedback or success to date.		
FC15/157	To agree an approved list of contractors to undertake remedial repairs within the village as necessary and to resolve an appropriate course of action.	Cllr C. Bennett recommended the clerk contact the Borough Council to establish what information could be taken from their approved list of contractors. Cllr Weeks added anyone to be considered for inclusion would need to be vetted and Cllr Wallace recommended asking potential contractors to include their hourly rate. After further discussion it was resolved the clerk compile an initial list, under consultation with the Borough Council (advertising also in the Wootton News for local contractors), with cost limits to be determined at a further meeting. Proposed: Cllr Quirk. Seconded: Cllr Wallace. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8 and Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012.
FC15/158	To receive and approve RoSPA reports in relation to all play areas and to resolve an appropriate course of action with regard to recommendations therein.	After discussion it was resolved the clerk contact Gravity Engineering Ltd in relation to the skate park to make them aware of all findings. Further resolved she contact all play equipment manufacturers in relation to medium risk findings	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8 and Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012.

		and source a contractor to cut back the vegetation at the Memorial Hall site. Proposed: Cllr Groves. Seconded: Cllr Doggrell. Resolved by all present.		
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Meeting closed at 8.16pm.

Chairman.....

Date.....

FC15/147

Report from Borough Councillor for Wootton Parish Council 5th August 2015

Sue Playford and myself went to see Craig Austin at Borough re Lorraine Green regarding the Borough paying for the grass to be cut, paying us to mow it or one off payment. Craig said he would look into the cost of Borough mowing the green and get back to us. I have since then spoken to him and he is waiting for costings however he has a meeting with the portfolio holder this Wednesday and will get back to us by end of next week.

The overgrown section at the end of Haycroft has been cleared by Borough and steps are now been taken to sort out the overgrown path next to 48 Church Road.

The lamppost replacement has now almost been completed by Borough and these lamps have been replaced with energy efficient ones. Borough are sorting out the section 38 with Sue and a few other queries.

I am talking to Borough regarding the new bus shelter down by the new school and have been informed Persimmon are doing the road markings soon and then we will have a site meeting to see if that is satisfactory and the safety elements re Children walking to the new school and motorists using the new layout.

I am still trying to sort out the disabled bus stops but this is taking longer than I expected. I have also been dealing with quite a few inquiries from residents this month.

I have done a report for the Wootton news and continue to run a surgery with the Parish on the first Saturday of each month at the library from 10 to 12.

If councillors could please speak to me re ward monies as the first deadline is fast approaching.

John Wheeler

Bedford Borough Schools Two Tier Proposal: Borough Councillor Report - July 2015

Bedford Borough is one of the few local authority areas in England and Wales with a three-tier education system.

In terms of standards, according to the latest Ofsted Annual Report, 95% of the Borough's lower and primary schools are rated as 'good' or 'outstanding' compared with 81% nationally. This places the Borough at 6th position in England and 1st in the East of England. The percentage of upper and secondary schools achieving this standard is 77% against a national average of 71%.

The Borough's schools have, however, consistently struggled when it comes to GCSE performance. This was evident in 2014 with 52% of pupils at the Borough's state schools achieving the key standard of 5 A* - C grades including English and maths, against a national average of 56.6%.

There are varying opinions as to why GCSE results are not commensurate with the strong Ofsted ratings. Arguments have been made that a focus on standards is required. Others, however, have pointed the finger of blame at the three-tier system, arguing that the extra transition is unnecessarily disruptive to a child's education and that it is harder to attract and retain teachers as the system is different from most areas.

In 2009 plans were agreed by councillors, certainly not unanimously, to pursue a two-tier system after the Government agreed to spend £350m to expand school sites and upgrade facilities. The scheme was scrapped by the Coalition Government shortly after the election in 2010 as it was deemed to be unaffordable.

Since 2010 some school clusters in the Borough have moved to a two-tier system. This has happened on an ad-hoc basis with no over-arching strategy from the Council. Most recently, the Sharnbrook Academy Federation, made up of schools feeding into Sharnbrook Upper, has pursued plans to adopt a two-tier structure whilst Hazeldene Lower, Castle Lower and Newnham Middle in Bedford have announced a similar proposal. These changes, should they go ahead, could affect neighbouring schools, particularly with regard to pupil numbers and therefore funding.

As a result of these developments, in July the Mayor and the Education Portfolio Holder met with school governors and headteachers of all state schools, including academies which operate outside of local authority control. They were told that the two-tier plans would be revived.

The Council has set aside £39m of existing funds to provide the necessary facilities. Schools have been asked to fill in an application form detailing whether they are seeking to move to two-tier and if so to elaborate on their plans and partnerships with other schools.

It is intended that there will be no closures of lower schools and that resources will be found where appropriate to extend facilities to convert them into primary schools.

The deadline for applications is the 28th September. Once they have been received, the Council will then put together proposals, including plans for the allocation of funds, which will go to consultation from November 2015 - March 2016. The target date for implementing the new system is September 2017 although changes may happen after this date.

Crime report for Wootton July 2015

Recorded	Committed		Offence	Street	Area	Details
		Committed Times				
31/07/2015	30/07/2015	17:30 to 18:00	Assault Without Injury	Bedford Road	Wootton	2 friends argued after 1 was house sitting for the other.
18/07/2015	18/07/2015	01:15	Possession Of Controlled Drugs (Cannabis)	Potters Cross	Wootton	During a search of a driver, cannabis was found.
18/07/2015	17/07/2015	23:43	Theft Of Pedal Cycle	Barnes Road	Wootton	IP left pedal cycle lying on front lawn and offenders have stolen.
17/07/2015	16/07/2015	11:00 to 11:25	Arson Endangering Life	Hall End Road	Wootton	A pupil has set fire to part of the school.
14/07/2015	14/07/2015	10:00 to 10:20	Harassment	Hall End Road	Wootton	4 pupils intimidating another student at Wootton Upper School.
13/07/2015	01/07/2015	00:00 to 12:22	Other Theft Or Unauthorised Taking	Tithe Barn Road	Wootton	Disagreement between tenant and landlord.
07/07/2015	01/07/2015	08:45 to 15:30	Possession Of Article With Blade Or Point	Hall End Road	Wootton	A student to a knife into Wootton Upper School.
07/07/2015	01/07/2015	08:45 to 15:30	Possession Of Article With Blade Or Point	Hall End Road	Wootton	A student to a knife into Wootton Upper School.
05/07/2015	05/07/2015	14:15	Criminal Damage - To Other Buildings	Manor Road	Wootton	A window in a communal hallway on the first floor of a block of flats.
04/07/2015	03/07/2015	20:05	Assault Without Injury	St. Marys Road	Wootton	Offender has head butted IP after demanding money from him. Offender was arrested.
02/07/2015	01/07/2015	11:15 to 11:30	Public Fear Alarm Or Distress (Poa 1986 Secs 4,4a&	Arthur Black	Wootton	Several people arguing over a parking spot. All people involved were arrested.
01/07/2015	01/07/2015	17:15 to 17:20	Possession Of Firearms With Intent	Church Road	Wootton	A BB gun has been used in a threatening manner. Offender has been arrested.
01/07/2015	01/07/2015	11:00 to 11:16	Assault Without Injury	Arthur Black	Wootton	A verbal altercation has resulted in the offender spitting on the IP. The offender has been arrested.
01/07/2015	01/07/2015	23:10	Attempted Burglary In A Dwelling	Church Road	Wootton	Due to marks being found on the rear, an attempt burglary has been reported.

There have been 15 reported crimes in Wootton in July 2015 which are detailed above (1 of which was domestic related incidents and so is not detailed above). This is compared to 11 for the same time period the previous year.

Appendix 1a

Detected			
Recorded Date		Offence	Disposal
25/07/2015	28/07/2015	Criminal Damage- To Dwellings	G - Community Resolution With Rj - Youth (10 To 17yrs)
29/06/2015	28/07/2015	Harassment	G - Community Resolution With Rj - Adult (18 & Over)
18/07/2015	23/07/2015	Possession Of Controlled Drugs (Cannabis)	A - Charged
07/07/2015	22/07/2015	Possession Of Article With Blade Or Point	G - Community Resolution With Rj - Youth (10 To 17yrs)
07/07/2015	22/07/2015	Possession Of Article With Blade Or Point	G - Community Resolution With Rj - Youth (10 To 17yrs)
02/07/2015	06/07/2015	Public Fear Alarm Or Distress (Poa 1986 Secs 4,4a&	A - Charged
01/07/2015	06/07/2015	Assault Without Injury	A - Charged

There were 7 crimes detected in Wootton in July 2015, these are detailed above. This is compared to 2 for the same period the previous year.

Date	Time	Street	Town	Final Class	Details
05/07/15	19:56	A421	Bedford	Nuisance	Quad bikes causing a nuisance
09/07/15	12:20	Manor Road	Kempston Hardwick	Nuisance	2 off road bikes causing a nuisance
09/07/15	10:54	Mepham Road	Wootton	Nuisance	Neighbour dispute
14/07/15	20:11	Manor Road	Kempston Hardwick	Nuisance	2 vehicles causing a nuisance at the old brickworks
16/07/15	10:56	Church Row	Wootton	Nuisance	Resident complaining that too many buses are driving through the village
16/07/15	22:55	Manor Road	Wootton	Personal	Youths causing an issue
26/07/15	12:51	Keeley Farm Court	Wootton	Nuisance	Neighbour dispute
27/07/15	11:08	Manor Road	Wootton	Nuisance	Homeless male
28/07/15	15:09	Haycroft	Wootton	Nuisance	Vehicle obstruction

There were 9 anti-social behaviour incidents reported in July 2015. This is compared to 7 ASB incidents reported for the same time period the previous year.

Schedule of correspondence

Date received	Type	From	Brief details
1.7.15	Email	Bedford Borough Council	Applications/Notices received by the Authority under the Licensing Act 2003 and Local Govt (Misc Provisions) Act and the Gambling Act 2005 - 22nd June 2015 - 26th June 2015
1.7.15	Email	Bedford Borough Council	Minutes for Standards Committee, Wednesday 24th June 2015
3.7.15	Purchase Contract Note	CCLA - Public Sector Deposit Fund	Acknowledgement of share purchase - £14,000
3.7.15	Magazine	The Clerk	July 2015 Volume 46
4.7.15	Letter and enclosure	Bedford Borough Council	Monthly Electoral Roll update - July 2015
6.7.15	Email	Bedfordshire police	Bedford and District Neighbourhood Watch newsletter
8.7.15	Email	Bedford Borough Council	Applications/Notices received by the Authority under the Licensing Act 2003 and Local Govt (Misc Provisions) Act and the Gambling Act 2005 - 29th June 2015 - 3rd July 2015
9.7.15	Email	RBS Software Ltd	Summer 2015 newsletter
10.7.15	Newsletter and enclosures	Bedford & Milton Keynes Waterway Trust	July 2015 newsletter
13.7.15	Email	Bedford Borough Council	Planning weekly list - Week 28
13.7.15	Email	Came & Co	Important Client Announcement - joining with the Stackhouse Poland Group
15.7.15	Email	Bedford Borough Council	Applications/Notices received by the Authority under the Licensing Act 2003 and Local Govt (Misc Provisions) Act and the Gambling Act 2005 - 6th July 2015 - 10th July 2015
23.7.15	Email	Bedford Borough Council	Planning weekly list - Week 29
23.7.15	Email	BATPC	County Committee elections
24.7.15	Email	Bedford Borough Council	Applications/Notices received by the Authority under the Licensing Act 2003 and Local Govt (Misc Provisions) Act and the Gambling Act 2005 - 13th July 2015 - 17th July 2015
25.7.15	Letter	The Public Sector Deposit Fund	Change of Regulation - the way in which money may be held
28.7.15	Email	Bedford Borough Council	Planning weekly list - Week 30

Unity Trust Bank Ltd - Receipts & Payments presented - 1st June 2015 - 1st July 2015			
Credit	Debit	To/From	Description
£ 180.00		Wrighton & Barker	Interment income - cemetery
£ 40.00		Advertising	Wootton newsletter income
£ 25.00		Advertising	Wootton newsletter income
£ 25.00		Advertising	Wootton newsletter income
£ 40.00		Advertising	Wootton newsletter income
£ 25.00		Advertising	Wootton newsletter income
£ 40.00		Advertising	Wootton newsletter income
£ 1,682.49		Bedford Borough Council	Grass cutting grant 2015-16
	£ 82.98	E-on	Changing rooms electricity
£ 50.00		Advertising	Wootton newsletter income
£ 40.00		Advertising	Wootton newsletter income
	£ 167.21	E-on	Street lighting
	£ 53.00	Bedford Borough Council	Cemetery rates
£ 240.00		Nevilles Funerals	Interment income - cemetery
£ 40.00		Advertising	Wootton newsletter income
	£ 37.38	EE & T-Mobile	Clerk's mobile
	£ 23.98	BT	Phone line
	£ 26.83	Anglian Water	Allotments water rates
	£ 76.00	Anglian Water	Changing rooms water rates
	£ 35.00	F Bavington	Bus shelter cleaning
	£ 30.60	BT	Broadband
£ 240.00			Plot reservation - Lorraine Road cemetery
	£ 30.00	BATPC	Councillor training
	£ 116.88	Viking Payments	Stationery
	£ 196.80	Bartlett Tree Experts	Removal of fallen tree branch - Lorraine Road cemetery
	£ 242.39	Viking Payments	New office chair and foot stool
	£ 4,694.33		Salaries June 15

Appendix 3

	£ 366.00	CUT Services Ltd	Rodent control works at Memorial Hall
	£ 78.00	Playsafety Ltd	RoSPA inspection Keeley End Pond
	£ 150.00	Artistic Layout	Wootton newsletter graphic design June edition
	£ 420.00	Dura-Sport (Leisure Care) Ltd	Power sweep and sand redistribution - MUGA flooring
	£ 849.00	CopyKatz Ltd	Wootton newsletter printing June edition
	£ 950.00	J Dennis Garden & Property Maintenance	Cemeteries maintenance
	£ 1,465.44	A R Worboys Ltd	Grass cutting
£ 182.00		Spelman/Lovell	Quarterly paddock rent
£ 26.98		Unity Trust Bank Ltd	Credit interest
	£ 14,000.00	CCLA	Transfer of funds to deposit account
£ 9,526.22		Co-operative Bank Plc	Transfer of balance from Co-operative Bank Plc
£ 235.00		Wootton New Life Methodist Church	Refund of BT engineer call-out fee
£ 240.00		Dignity Funerals	Interment income - cemetery

£12,877.69 £24,091.82

b/f	£ 54,150.88
Income	£ 12,877.69
Expenditure	£ 24,091.82
Balance c/f	£ 42,936.75

Appendix 3a

Unity Trust Bank Ltd - Receipts & Payments presented - 1st July 2015 - 1st August 2015			
Credit	Debit	To/From	Description
	£ 6.00	Unity Trust Bank Ltd	Unpaid cheque fee
	£ 35.00	Information Commissioner's Office	Renewal of Data Protection registration
£ 80.00		Abbotts	Interment income - cemetery
	£ 176.40	Dor-2-Dor MK	Newsletter delivery
	£ 48.92	E-on	Changing rooms electricity
	£ 161.81	E-on	Street lighting
	£ 53.00	Bedford Borough Council	Cemetery rates
	£ 200.00	A. Sells	Fun Day entertainment
£ 2.00		Allotment income	Half plot income
	£ 37.06	EE & T-Mobile	Clerk's mobile
	£ 35.00	F Bavington	Bus shelter cleaning
	£ 25.18	BT	Phone line
	£ 76.00	Anglian Water	Changing rooms water rates
£ 46.00		Stewartby and Wootton joint churches	Contribution towards Fun Day/Open Air service flyers
	£ 10.00	Wootton Lower School	Refund re MUGA (Multi Use Games Area) hire
	£ 31.80	BT	Broadband
	£ 95.40	BT	Broadband
£ 1,343.38		HM Revenue & Customs	VAT refund
	£ 1,320.00	Society of Local Council Clerks	Community Governance training - balance year 2
	£ 80.00	Bedfordshire Association of Town & Parish Councils	Councillor training x 3
	£ 120.00	Wootton Memorial Hall	Hall hire
	£ 185.89	Viking Direct	Stationery and refuse sacks for Fun Day
	£ 480.00	BDO LLP	External audit fee
£ 25.00		Advertising	Wootton newsletter income
£ 25.00		Advertising	Wootton newsletter income
£ 25.00		Advertising	Wootton newsletter income
	£ 90.00	A J Book keeping services	Payroll preparation
	£ 103.68	Allan Peacock (Street Lighting) Ltd	Repairs to street lights x 2 Tithe Barn Road
	£ 115.00	CopyKatz Ltd	Printing Fun Day/Open Air service flyers

Appendix 3a

	£ 171.86		Expenses July 2015
	£ 3,529.95		Salaries July 2015
	£ 250.00	Rachel Lawley	Fun Day entertainment
	£ 740.52	A R Worboys Ltd	Grass cutting
	£ 950.00	J Dennis Garden & Property Maintenance	Cemeteries maintenance
£ 25.00		Advertising	Wootton newsletter income
£ 40.00		Advertising	Wootton newsletter income
£ 40.00		Advertising	Wootton newsletter income
£1,651.38	£9,128.47		

b/f	£ 42,936.75
Income	£ 1,651.38
Expenditure	£ 9,128.47
Balance c/f	£ 35,459.66

FC15/154 Planning & Environment Committee report

8th July 2015

Correspondence

Bedford Borough Council - application for the designation of a Neighbourhood Area – Cople Parish Council. The proposed area is the whole civil parish. Further information and a copy of the application, including a map of the proposed Neighbourhood Area, can be viewed during office hours at the Customer Service Centre, Horne Lane, Bedford and on the Council's web site at www.bedford.gov.uk/neighbourhoodplanning. Anyone wishing to comment on the Neighbourhood Area application must do so before 5.00pm on Monday 20th July 2015 by sending comments in an email to planningpolicy@bedford.gov.uk or writing to Paul Rowland, Assistant Director (Planning), Bedford Borough Council, Cauldwell Street, Bedford, MK42 9AP. All comments received will be publicly available and attributed to source.

Bedford Borough Council – changes to National Planning Policies.

Bedford Borough Council - Proposed Temporary Road Closures – Manor Road, Kempston Hardwick. To enable a Road Rail Vehicle to access and agress the level crossing. From a point approximately 20 metres south of the level crossing to a point approximately 20 metres north of the level crossing. The closures are anticipated to be in operation between 2330hrs Saturday 1st August 2015 and 0900hrs Sunday 2nd August 2015 and between 2330hrs Saturday 8th August 2015 and 0900hrs Sunday 9th August 2015. Specific dates will be advertised locally closer to time. Where possible access will be maintained to property and premises but may be restricted from time to time according to local signing.

Matters arising – for information only

See under 29th July 2015.

Planning Applications

15/01296/MAO – Bell Farm, Ridge Road, Kempston – erection of storage and distribution (Class B8) units of up to 750,000 sq ft (69,677 sq meters), with ancillary B1 office space, associated access, parking, ground works and landscaping. Outline application with all matters reserved expect access.

Although the application was outside the parish, members commented on the following: Concerns were raised that vehicles exiting this area would have to turn left on to the A428. Large lorries wishing to use the A421 would have to negotiate a tight turn around the roundabout on Ridge Road. Members also expressed worries that these same lorries would divert through Wootton if the A421 were unavailable. It was resolved the comments above be forwarded to the relevant planning officer.

15/01464/FUL – 35 Grovebury Court – single storey side/rear extension.
Resolved no objections.

15/01126/FUL – Land Adjacent to 19 Bedford Road – erection of detached dwelling.
Resolved no objections.

Resolutions

P15/162 - Resolved that the following be reported back to BBC:

Part 1 (as detailed in the Public Notice).

A - Keeley Lane

(i) Approved (Decision not changed)

B - Grovebury Court

(i) Approved (Decision not changed)

C - Bedford Road

(i) Approved (Decision not changed)

(ii) Approved (Decision not changed)

(iii) **NOT** Approved (Decision not changed)

D - Hall End Road

(i) Approved (Decision not changed)

(ii) Approved (Decision not changed)

E - Bourne End

(i) Approved (Decision not changed)

F - Cause End Road

(i) **Not** Approved (Decision changed)

(ii) **Not** Approved (Decision changed)

G - Mepham Road

(i) **NOT** Approved (Decision not changed)

H - Neale Way

(i) **NOT** Approved (Decision not changed)

Part 2 (as detailed in the Public Notice).

A - Cause End Road

(i) Approved (Decision not changed)

Part 3 (as detailed in the Public Notice).

A - Squires Road

(i) Approved (Decision not changed)

Part 4 (as detailed in the Public Notice).

A - Bedford Road

(i) Approved (Decision not changed)

Proposed: Cllr Price

Seconded: Cllr Wheeler

Resolved by all present, except Part 1, F (5-2 majority in favour of the amended decision).

P15/163 - Resolved to contact next-of-kin and request that all items be removed within four weeks, after which the cemetery caretaker will be granted permission to do the same.

29th July 2015

Correspondence

None.

Matters arising – for information only

- P11/47 + P15/40 - Overgrown alleyway Lorraine Road/Hoo Close. Remedial works have been completed by the Crown Estate and they have removed a number of items which were fly tipped on their land (plus old fencing). Andy Prigmore (Bedford Borough Council (BBC) Highways) has agreed to replace the damaged fencing and remove the ash tree. Ongoing.
- P13/40 + P15/64 – Roads and footpaths. Resolved 11th March 2015 (P15/64) to request remedial works to footpaths in the following areas: Thorpe/Foster/Neale/Emerton Way, Tithe Barn Road, from the Cause End Road junction (pharmacy side) and the entire length of Bedford Road (both sides) from the village boundary sign on Bedford Road to the village exit on Cranfield Road. Andy Prigmore (BBC Highways) has also confirmed patch work will be carried out along Fields Road. Ongoing.
- P14/50 + P15/196 – Identification of Parish Council/Borough Council street lights. Records differ between the two organisations and the Clerk and Cllr Quirk will be working to resolve this, and a meeting was held with the Borough Council, who confirmed their records were out of date. Bedford Borough Council has made a proposal with costings for them to adopt all street lights. That adoption remains ongoing but it was resolved 10th December 2014 (FC14/196) to replace failing columns at Hall End (two) and Potters Cross (three). Clerk has chased the contractors undertaking the replacement columns (15th July 2015). Ongoing.
- P14/84 + P14/152 + P15/10 – Parking problems/yellow lines proposals. Resolved 8th July 2015 (P15/162) that Part 1, F (Cause End Road) be amended to **NOT** approve. Ongoing.
- P14/248 + P15/11 + P15/39 – Replacement programme of trees within the parish. Resolved 11th November 2015 (P15/39) to accept the retiring tree warden's recommendations but leave the works on file until autumn (better planting conditions).
- P14/250 + P15/124 + P15/138 + P15/151 – Tree works. Resolved 24th June 2015 (P15/151) to instruct Bartlett Tree Specialists Ltd to quote for all category 1 and 2 works, to be undertaken in autumn 2015. The clerk has requested further quotations (15th July 2015). Ongoing.
- P15/54 + P15/123 – Land within School Lane (behind 'The Pound' and noticeboard) on Bedford Road. Resolved to replace the fencing with a similar wooden picket style. Clerk has obtained one quote to date and is awaiting others. Ongoing.
- P15/75 + P15/136 + P15/137 + P15/152 – Regeneration of Keeley End Pond. Brambles have been cut back and sprayed and this will be repeated in August 2015. The RoSPA report has been received and noted – the hedgerow gap along Bedford Road is to be infilled with planting (the clerk has been advised to carry this out in the autumn) and the hedgerow is to be cut/tidied in August 2015. Cllr Lloyd's planting report is being taken forward and Cllr Doggrell and continues to liaise with the lower school. Buckets, soil and pond plants (lilies and marigold) are to be purchased by the clerk at the end of August for the lower school to look after, ahead of planting at the pond. Ongoing.
- P15/111 – Wood chippings to be added to Lorraine Road cemetery borders. The cemeteries contractors has been instructed to proceed. Ongoing.
- P15/134 – Replacement notice board at Hall End. Resolved 10th June 2015 (P15/134) the board be replaced at the existing location. This will be undertaken either by a contractor or the replacement handy man). Ongoing.
- P15/135 – Review of Cemetery Fees structure. The Clerk was instructed to make an amendment regarding kerbing 10th June 2015 (P15/135) before circulating to all members and distributing as necessary. Ongoing.
- P15/139 – Ongoing and proposed capital projects for 2015-16. Resolved 10th June 2015 (P15/139) that:
 - Replacement columns at Hall End and Potters Cross remain ongoing (current columns are failing);
 - Replacement trees at St. Mary's cemetery extension remain ongoing;
 - Plans be drafted ahead of taking forward a proposed new tarmac pathway, turning circle and memorial wall(s) at Lorraine Road cemetery;

- Replacement columns at Keeley Lane and Squires Road be placed on hold, following correspondence from Bedford Borough Council detailing their intention to undertake the same replacements;
- Wootton village (brick built) sign for Fields Road to be taken forward. A site meeting took place with Andy Prigmore (BBC Highways) on 16th June 2015 – the parish council would need to apply to him for a licence to erect the sign. Ongoing.
- P15/163 – Complaint received re memorials within the natural burial ground at Lorraine Road cemetery which do not comply with regulations. The clerk has been unable to contact the next of kin so a laminated letter will be placed on site, giving four weeks notice to remove the items, after which they will be taken away and stored securely.

Planning Applications

15/01534/TPO – 153 Bedford Road – Ash – reduce by 2-3m, reduce overhang to bus stop by 5-6m.
Resolved no objections.

Resolutions

P15/173 – Resolved to reduce the height of the holly tree to the same as the fencing and cut back from the fencing also.

P15/174 – Resolved that the Borough Council be asked to fund the works rather than using ward monies (as has happened in other parishes). First priority is the bus stop opposite the health centre.

P15/175 – Resolved to permit the request without further comment.

Sue Playford
Clerk to the Council
30th July 2015