



WOOTTON PARISH COUNCIL

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Minutes of the Meeting of the **Full Council** held on Wednesday 9th September 2015 at 7.36pm in The Memorial Hall, Bedford Road, Wootton.

Open Forum	There was one member of the public present who wished to observe the meeting only. 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, Chalmers, Groves, Hall, Noakes, Price, Quirk, Wallace, Weeks and Wheeler.			
Absent	None.			
Agenda no	Agenda item title	Resolution	Action	Power
FC15/159	Apologies for absence. Cllr Doggrell.	N/A.	N/A.	Local Government Act 1972, Sch12 p40.
FC15/160	Disclosure of local and/or disclosable pecuniary interests.	None.		Local Government Act 1972, s117.
FC15/161	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 the community centre build was facing further delays. Earlier in the day, he attended a walkabout on the Berryfields estate with members from the police and Bedfordshire Pilgrims Housing Association. He felt however, the timing (early afternoon) was ill-advised as many residents were at school/work. He met with one resident who raised concerns regarding anti-social behaviour in the area and confirmed he was arranging a follow-up	Clerk to keep on file. Clerk to keep on file.	N/A.

		meeting. Cllr Wheeler then reported delays to the Fields Road south development, centred on issues regarding the extra-care facility. First building works were expected in September 2016-early 2017, with an anticipated build of 85-95 dwellings per year. Installation of the proposed 4g synthetic pitch would trigger at 300 occupations - anticipated mid-2020. He invited comments regarding the hedgerow at the Cause End/Church Road junction which had been cut back by the homeowner – asking if members felt further works were necessary. Although it was noted long-term conditions as part of the Fields Road south development included remodelling works at that point, the hedgerow still encroached on the highway and further works were necessary to ensure pedestrian safety (especially with construction traffic expected en route to the new development at Hall End). BCllr Wheeler confirmed he would ask Bedford Borough Council to contact the homeowner again. He added Persimmon were still obliged to install double-mini roundabouts for Church/Cranfield/Bedford/Fields Road later in the year along with remedial works to the pinch point along Church Road (by the stables).		
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	To receive crime figures for the period 31 st July 2015 – 1 st September 2015. No PCSO's were in attendance. (Please refer to Appendix 1a).	No further comments received.		
FC15/162	List of correspondence received (copies of correspondence can be requested from the Clerk) – for information only. (Please refer to Appendix 2).	No further comments received.	Clerk to keep on file.	N/A.
FC15/163	Chairman's report – for information only.	Cllr Lloyd reported he had recently attended a network conference at Borough Hall with the Clerk and BBCllr Wheeler. He reminded members that the Local Plan 2032 (LP) call for sites proposed a further 2,525 houses in total, if all areas put forward for development were taken forward within the LP. His wish was to draft a leaflet targeting the village during the LP consultation period (anticipated towards the end of 2015). He, the Clerk and BBCllr Wheeler were made aware at the network conference of plans for 250-350 houses only – with parishes north of Bedford facing higher numbers. He believed the logical area for those was beyond the Fields Road south development (along Cranfield Road) towards Berry Farm, but this was an assumption only at this stage. Cllr Price felt the development area should be determined before any objections were made in case other areas within Wootton were then considered (possibly leading to an increase in house numbers). Cllr Lloyd countered if objections were not made, more housing could be added in any event. After further discussion on	Cllr Lloyd and the Clerk to take forward.	N/A.

		whether to take a blanket approach against any further development or a selective approach, it was agreed Cllr Lloyd would produce a draft leaflet for editing by members before next full council.		
FC15/164	Schedule of receipts and payments – statement(s) 149 + 150 (Co-operative Bank Plc) and statement (s) 13 (Unity Trust Bank Ltd) as previously approved by The Finance & General Purposes committee – for information only. (Appendix 3 and 3a).	No further comments received.	Clerk to keep on file.	Accounts and Audit Regulations (2011) (as amended) & Audit Commission Act 1998 (as amended) & Governance & Accountability for Local Councils (2010) (as amended).
FC15/165	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 Groves and Weeks. Proposed: Cllr Bygraves. Seconded: Cllr Price. Resolved by all present.	Clerk to keep on file.	Accounts and Audit Regulations (2011) (as amended) & Audit Commission Act 1998 (as amended) & Governance & Accountability for Local Councils (2010) (as amended).
FC15/166	To receive and verify the Income & Expenditure report for all cost centres for 2015-16, to date.	Cllr Noakes queried the budget headings for office rent and bus shelter cleaning which the Clerk answered. Cllr P. Bennett queried grants and donations plus recreation ground earmarked reserves which Cllr Lloyd and the Clerk clarified. No further comments received. Resolved to receive and verify. Proposed: Cllr Wheeler. Seconded: Cllr P. Bennett. Resolved by all present.	Clerk to keep on file.	Local Government Act 1972, s150 (6).
FC15/167	Minutes of the previous meeting. <i>Minutes are published on the Wootton Parish Council website:http://woottonpc.bedsparishes.gov.uk/.</i>			Local Government Act 1972, Sch 12 p41.

	Members of Full Council are asked to receive and adopt the minutes of the Full Council meeting held on 5th August 2015. Members of Full Council are asked to receive and adopt the minutes of the (advisory with the exception of payment authorisation) Finance & General Purposes Committee meeting held on 29th July 2015.	Minutes were received and adopted. Proposed: - Cllr Groves. Seconded: Cllr C. Bennett. Resolved by all present. Minutes were received and adopted. Proposed: - Cllr Bygraves. Seconded: Cllr Wheeler. Resolved by all present.	Clerk to keep on file. Clerk to keep on file.	
FC15/168	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.
FC15/169	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. Ongoing. - 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 and BBCllr/Cllr Wheeler continue 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	*FC15/157 – list of contractors. Cllr P. Bennett provided the Clerk with a potential contractor for the approved list.	Clerk to keep on file.	N/A.

	were in situ despite assurances to the contrary. All parties have now agreed to leave the works until early spring 2015. Paddock user has contacted the Clerk (August 2015) to request the works be undertaken – Clerk is awaiting a response from Worboys. Ongoing. • FC14/179 + FC14/191 – 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 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. This has been agreed in principle but the Clerk is awaiting further confirmation from Paul Pace (Head of Environment, Bedford Borough Council). Please refer to agenda item FC15/175. • 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 has since submitted further information as requested. Ongoing. • 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 using 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. Ongoing. • FC15/157 – Approved list of contractors. The Clerk has requested information from Bedford Borough Council and Cllr P. Bennett is assisting also. Ongoing. * • FC15/158 – RoSPA inspection reports. The Clerk has contacted all installers for guidance on findings. Ongoing.			
FC15/170	To receive an update from all relevant councillors regarding ongoing projects for 2015-16.	Cllr Groves confirmed the columns at Potters Cross had been replaced but that they didn't have shields.	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.
FC15/171	To consider a consultation from Bedfordshire Pension Fund regarding pensions tax relief and to resolve a suitable course of action.	Cllr C. Bennett detailed the consultation was being undertaken nationwide, at a national level, following the summer budget and that Bedfordshire Pension Fund had responded stating the proposal was not in the best interests of pension savings. Cllr Noakes had read the proposal in detail and felt it was not viable. He felt as the drive was to get people to pay into pensions, the benefits should be better advertised. After further discussion it was resolved to follow the stance of Bedfordshire Pension Fund and respond accordingly. Proposed: Cllr Brady. Seconded: Cllr Quirk. Resolved by all present.	Clerk to take forward.	Stakeholder consultation.
FC15/172	To consider a consultation from Bedford Borough Council regarding Statement of Gambling Licensing Principles and to resolve a suitable course of action.	Resolved to note for information only and take no further action. Proposed: Cllr Groves. Seconded: Cllr Noakes. Resolved by all present.	Clerk to keep on file.	Stakeholder consultation.
FC15/173	To consider a review from Bedford Borough Council regarding Special Area Charges and to resolve a suitable course of action.	Resolved to accept the Clerk's schedule without amendment. Proposed: Cllr Price. Seconded: Cllr Wallace. Resolved by all present.	Clerk to take forward.	Stakeholder consultation.
FC15/174	To receive a report from the Clerk following complaints drones have been flown from the recreation ground and to resolve a suitable course of action.	The Clerk provided details ahead of the meeting, adding the complaint had been sent initially to Bedford Borough Council. It was noted the police had experimented with a drone in the same area, some 12 years ago.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8 and Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012.

		The advice provided by the Civil Aviation Authority was noted and it was felt unnecessary to undertake a risk assessment at this stage. After further discussion it was resolved the Clerk prepare an article for the Wootton news, highlighting the CAA's advice and stressing liability rested with the drone's operator, not Wootton Parish Council. Proposed: Cllr Price. Seconded: Cllr Chalmers. Resolved by all present.		
FC15/175	To resolve to accept an offer from Bedford Borough Council that they pay the sum of £350 per annum to the parish council to cover grass cutting expenses at Lorraine Road green.	Resolved to accept Bedford Borough Council's offer as detailed. Proposed: Cllr Groves. Seconded: Cllr C. Bennett. 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.

Meeting closed at 8.25pm.

Chairman.....

Date.....

FC15/161

Borough Councillors report to Wootton Parish Council for meeting 9th September 2015.

I was told by Borough nothing much happens in August, well they got that wrong!

1: Sue has had complaints re Dog fouling in Wootton especially down Fields Road, Payne Road and Berryfields. I have contacted Borough and Chris Bourne will be coming over a few times w/c 14th September to check out the situation, I am going to try and meet him as well, it would be helpful if you have any information re the badly affected areas, times of day and if possible description of the dog/owner. Chris is also going to put up signs on lampposts and look into permanent signs.

2: Chris Bourne has issued a FPN on the person walking his dog on the rec at the Funday, as of today this has not been paid, and if not paid in seven days this will go to the courts to deal with.

3: The hedge by Cause End Road and Church Road has been cut back by the house owner, I must say he has done a good job but there is still a problem there, are you all happy with the hedge as it is now or would you like me to get Borough to send out another letter asking for the hedge to be cut back further?

4: The Community centre has been given the go ahead and Midas have got the contract, work should start in the next few weeks and be completed in about 23 weeks' time.

5: The double roundabouts at the end of Fields Road have been put back owing to Persimmon only now sorting out the legal work, as soon as I have a start date I will inform you.

6: New road markings on Folkes Way, these should have been done by last week by Persimmon, they are now waiting for the roads to be completed on Phase three, and this should be in two weeks. The new layout will mean the bus only section will be the new terminus and the old bus stop will be for the Hoilywell pick up and lower school buses only. Yellow lines and zig zags will be put down and enforced once the road is adopted. Persimmon will be doing a leaflet drop to the local residents informing them of the changes.

7: There is a proposal for an additional 250—350 more houses to be built in Wootton on top of what has been agreed, this is going to the Executive meeting on 9th September for approval. I have sent a document to Sue re this and I know Gareth will be talking to you about this in more detail. I am hoping to attend the Borough's proposed briefing regarding the Local Plan 2032 (details were circulated by Sue on 4th September).

8: I have been raising the issue again of no signs to Wootton on the A421, I have been informed the reason for no Wootton was not to clutter the signs!! Suffice to say we have now contacted the Ministry of Highways to re look into this and come back with proposals.

There has also been the usual housekeeping bits that Sue and I have been dealing with and I have also been pushing Borough on other issues.

Cllr. John Wheeler

Crime report for Wootton August 2015

Offence Class Description	First Committed	Address	Beat Code	Beat Name
ASSAULT OCCASIONING ACTUAL BODILY HARM (OAPA SECTION 47)	22/8/2015 15:10	SHERWOOD CLOSE WOOTTON BEDFORD	NORTH-766	WOOTTON
BURGLARY IN A BUILDING OTHER THAN A DWELLING	26/8/2015 17:00	ASHPOLE AVENUE WOOTTON BEDFORD	NORTH-766	WOOTTON
BURGLARY IN A DWELLING - ATTEMPTED	26/6/2015 00:01	ST. MARYS ROAD WOOTTON BEDFORD	NORTH-766	WOOTTON
BURGLARY IN A DWELLING - ATTEMPTED	17/7/2015 16:30	TITHE BARN ROAD WOOTTON BEDFORD	NORTH-766	WOOTTON
COMMON ASSAULT	03/8/2015 10:00	CAUSE END ROAD WOOTTON BEDFORD	NORTH-766	WOOTTON
THEFT FROM SHOPS AND STALLS	06/8/2015 09:45	BEDFORD ROAD WOOTTON BEDFORD	NORTH-766	WOOTTON

Clerk's correspondence August/September 2015

Date received	Type	From	Brief details
4.8.15	Email	Bedfordshire Pension Fund	End of Contracting out - employer guide and Q&A
4.8.15	Email	Bedford Borough Council	Planning weekly list - Week 31
5.8.15	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 - 20th July 2015 - 31st July 2015
5.8.15	Newsletter	CPRE (Campaign to Protect Rural England)	Countryside Voice and Field Work Summer 2015
6.8.15	Letter and enclosure	Bedford Borough Council	Monthly updates to Electoral Register - August 2015
11.8.15	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 - 3rd Aug 2015 - 7th Aug 2015
11.8.15	Email	Bedford Borough Council	Planning weekly list - Week 32
18.8.15	Email	Bedford Borough Council	Planning weekly list - Week 33
20.8.15	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 - 10th Aug 2015 - 14th Aug 2015
25.8.15	Email	Unity Trust Bank Ltd	Important information regarding the Financial Services Compensation Scheme
27.8.15	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 - 17th Aug 2015 - 21st Aug 2015
27.8.15	Email	Bedford Borough Council	Planning weekly list - Week 34
28.8.15	Email	Campaign to Protect Rural England	Fieldwork update - CPRE's 'Our Green Belt' campaign
28.8.15	Email and attachment	Jeremy Hall (Wootton Rangers YFC)	Please see attached
1.9.15	Brochure	SLCC (Society of Local Council Clerks)	Notice of Annual General Meeting - Friday 16th October 2015 inc audited accounts
1.9.15	Email	Bedford Borough Council	Planning weekly list - Week 35

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

Appendix 3

	£ 115.00	CopyKatz Ltd	Printing Fun Day/Open Air service flyers
	£ 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

Unity Trust Bank Ltd - Receipts & Payments presented - 1st August 2015 - 1st September 2015			
Credit	Debit	To/From	Description
£ 25.00		Advertising	Wootton newsletter income
£ 25.00		Advertising	Wootton newsletter income
£ 25.00		Advertising	Wootton newsletter income
£ 382.11		Bedford Borough Council	Recycling credits
£ 25.00		Advertising	Wootton newsletter income
	£ 20,000.00	Unity Trust Bank Ltd	Transfer to deposit account
£ 25.00		Advertising	Wootton newsletter income
£ 40.00		Advertising	Wootton newsletter income
	£ 167.21	E-on	Street lighting
£ 25.00		Advertising	Wootton newsletter income
	£ 400.00	W. Meade	Fun Day steel band
£ 40.00		Advertising	Wootton newsletter income
	£ 57.08	E-on	Changing rooms electricity
£ 25.00		Advertising	Wootton newsletter income
	£ 53.00	Bedford Borough Council	Cemetery rates
£ 25.00		Advertising	Wootton newsletter income
	£ 37.43	EE & T-Mobile	Clerk's mobile
	£ 25.18	BT	Phone line
	£ 31.80	BT	Broadband
	£ 76.00	Anglian Water	Changing rooms water rates
£ 80.00		Memorials of Distinction	Memorial income - cemetery
£ 40.00		Advertising	Wootton newsletter income
£ 40.00		Advertising	Wootton newsletter income
	£ 133.20	Rialtas Business Solutions Ltd	Accounts software renewal
	£ 191.05	Wootton Church & Poors Land charity	50% recycling credits
	£ 210.34	Bedford Borough Council	Lorraine Road cemetery trade refuse
	£ 500.00	Wootton New Life Methodist Church	Office rent
	£ 59.10		Expenses August 2015
	£ 3,529.95		Salaries July 2015

Appendix 3a

	£ 997.00	J Dennis Garden & Property Maintenance	Cemeteries maintenance
	£ 1,529.04	A R Worboys Ltd	Grass cutting
	£ 22.10	Anglian Water	Lorraine Road cemetery water rates
	£ 76.76	BT	Phone line
£ 80.00		A J Mills stonemasons	Memorial income - cemetery
£902.11	£28,096.24		

b/f	£ 35,459.66
Income	£ 902.11
Expenditure	£ 28,096.24
Balance c/f	£ 8,265.53

FC15/168 Planning & Environment Committee report

5th August 2015

Correspondence

None.

Matters arising – for information only

See under 26th August 2015.

Planning Applications

15/01646/FUL – 62 Lorraine Road – single storey rear extension.

Resolved no objections.

15/01126/FUL – Land adj 19 Bedford Road – erection of detached dwelling.

Resolved no objections.

15/01678/FUL – 26 Wootton Green – erection of single storey rear extension.

Resolved no objections.

Resolutions

P15/185 - Resolved the sign be placed in front of the wooden gate on the side of the old Fields Road and that an enquiry be made as to whether it could be illuminated from the nearby pedestrian crossing or street light.

P15/186 – Resolved to appoint S J Helliwell Fencing Contractors.

26th August 2015

Correspondence

Bedford Borough Council - application for the designation of a Neighbourhood Area – Stagsden 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 1st September 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 – Cople Parish Council. Bedford Borough Council has designated Cople Neighbourhood Area which is the whole civil parish. Further information and a copy of the Council's decision statements, including a map of the Neighbourhood Area can be viewed on the Council's website at: www.bedford.gov.uk/neighbourhoodplanning and at the Customer Service Centre, Horne Lane, Bedford.

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) and Cllr Quirk has since met with them. It should be noted the Borough Council has begun a programme of replacement columns in Keeley Lane (columns previously came under the remit of the parish council) without proper consultation*.
- 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. Works expected to be undertaken in September 2015.
- 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. Resolved 5th August 2015 (P15/186) to appoint S J Helliwell Fencing Contractors. 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. Cllr Doggrell to meet with Andy Worboys to discuss rotivating requirements.
- 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.
- P15/139 – Ongoing and proposed capital projects for 2015-16. Resolved 10th June 2015 (P15/139) that:

Appendix 4

- 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 (see also * above);
 - Wootton village (brick built) sign for Fields Road to be taken forward. Resolved 5th August 2015 (P15/185) that the sign be illuminated if possible and sited in front of the wooden gates on Fields Road.
- 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.
- P15/173 – Holly bush at Lorraine Road cemetery. Resolved 29th July 2015 (P15/173) to reduce its height to that of the boundary fence and cut back from the fence also. Ongoing.
- P15/174 – Lack of accessible bus stops within the village. Resolved 29th July 2015 (P15/174) the Borough Council be asked to fund works starting with the bus stop opposite the health centre. Other parishes have had works undertaken without needing to use ward monies. Ongoing.

Planning Applications

15/01736/FUL – Land between 52 and 54 Hall End Road – erection of new dwelling.

Resolved no objections.

15/01777/FUL– 9 Russell Way – two storey front extension.

Resolved no objections.

Planning Applications withdrawn.

14/03056/FUL – Land adjacent to 19 Bedford Road – erection of detached dwelling with integral garage.

This council had previously recorded **NO** objection.

Resolutions

P15/196 – Resolved to object to the request for a new street trading consent.

Sue Playford

Clerk to the Council

28th August 2015