



WOOTTON PARISH COUNCIL

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Minutes of the Meeting of the **Full Council** held on Wednesday 11th November 2015 at 7.45pm in The Memorial Hall, Bedford Road, Wootton.

Open Forum	There was one member of the public present who wished to observe agenda item FC15/217. There were no others of the public or press present and so the meeting continued without adjournment.			Public Bodies (Admissions to Meetings) Act 1960, s1(1).
Present	Cllrs Lloyd (in the chair), Brady, Chalmers, Doggrell, Groves, Noakes, Price, Quirk, Wallace and Wheeler. Cllr Wheeler is also the Borough councillor for Wootton. In attendance: The Clerk.			
Absent	None.			
Agenda no	Agenda item title	Resolution	Action	Power
FC15/203	Apologies for absence. Cllrs C. Bennett, P. Bennett, Bygraves and Hall.	N/A.	N/A.	Local Government Act 1972, s85 (1) & Sch 12, Part VI, p40.
FC15/204	Disclosure of local and/or disclosable pecuniary interests.	Cllr Wallace declared a local interest in agenda item FC15/221.	N/A.	Localism Act 2011, Ch 7, s31.
FC15/205	To consider any dispensation requests received by the Clerk in relation to local and/or disclosable pecuniary interests, not previously recorded.	N/A.	N/A.	Localism Act 2011, Ch 7, s33.
FC15/206	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 he had investigated whether BBC could take action against a mobile camper home parked on a footpath. He was informed BBC could not issue any penalty unless signage was in the area preventing such parking. In this instance there	Clerk to keep on file.	N/A.

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		was none and so it was for the police to enforce. He further added he had attended Armistice Day commemorations earlier that day. He reiterated his wish to provide ward monies to assist WPC with its aim to install a secure electrical box on the recreation ground (similar to that at the Cause End/Bedford Road roundabout – used for the Christmas tree lights). All members were in agreement.		
	To receive crime figures for the period 30th September 2015 – 1st November 2015. (Please refer to Appendix 1a).	PCSO's Hales and Dancer were in attendance. PCSO Hales mentioned proposed cuts next March to PCSO numbers – final numbers would be determined then. He detailed crime figures, adding it was possible some were linked. Investigations were ongoing with several. The clerk reported an incident of vandalism to a car parked behind the village hall a week earlier (the victim had reported it to the police also). PCSO Dancer confirmed he would visit the clerk at a later date.	Clerk to keep on file.	
	To receive an update from the clerk regarding a request that the village hall caretaker assist with closing the car park entrance gates after a late-night village hall event.	The clerk confirmed the village hall committee had said no to the request. Cllr Noakes detailed his experiences whilst covering for the caretaker – stating he was unable to close		

		the gates one evening due to a late-finishing village hall function. Ahead of the meeting, he had requested consideration be given to re-wording existing signage to include opening/closing times and re-siting the replacement in a more prominent position (to be taken to the Leisure & Amenities committee initially).		
FC15/207	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.
FC15/208	Chairman's report – for information only.	Cllr Lloyd had no report to present.	Clerk to keep on file.	N/A.
FC15/209	Schedule of receipts and payments – statement(s) 15 (Unity Trust Bank Ltd) as previously approved by the Finance & General Purposes committee – for information only. (Appendix 3).	No further comments received.	Clerk to keep on file.	Governance and Accountability for Local Councils (Practitioners' Guide (England) 2014).
FC15/210	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 Noakes. Proposed: Cllr Chalmers. Seconded: Cllr Wheeler. Resolved by all present.	Clerk to keep on file.	Governance and Accountability for Local Councils (Practitioners' Guide (England) 2014).
FC15/211	To receive and verify the Income & Expenditure report for all cost centres for 2015-16, to date.	No further comments received. Resolved to receive and verify. Proposed: Cllr Brady. Seconded: Cllr Price. Resolved by all present.	Clerk to keep on file.	Governance and Accountability for Local Councils (Practitioners' Guide (England) 2014).
FC15/212	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 14 th October 2015.	Minutes were received and adopted. Proposed: - Cllr Price.	Clerk to keep on file.	Local Government Act 1972, Sch 12, Part VI, p41 (1).

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	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 30th September 2015. Members of Full Council are asked to receive and adopt the minutes of the (advisory) Leisure & Amenities Committee meeting held on 24th June 2015. Members of Full Council are asked to receive and adopt the minutes of a meeting between members of Wootton Parish Council and representatives from The Crown Estate held on 14th October 2015. Members of Full Council are asked to receive and adopt the minutes of an Extra-ordinary Full Council meeting held on 21st October 2015.	Seconded: Cllr Groves. Resolved by all present. Minutes were received and adopted. Proposed: - Cllr Price Seconded: Cllr Groves. Resolved by all present. Minutes were received and adopted. Proposed: - Cllr Chalmers. Seconded: Cllr Groves. Resolved by all present. Minutes were received and adopted. Proposed: - Cllr Price. Seconded: Cllr Brady. Resolved by all present. Minutes were received and adopted. Proposed: - Cllr Groves. Seconded: Cllr Quirk. Resolved by all present.		
FC15/213	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.
FC15/214	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	No further comments received.	Clerk to keep on file.	N/A.

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	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 clerk will instruct a handyman to install the second at Hall End. Ongoing. • FC14/117 + FC15/217 – Bedford Borough Council’s Local Plan 2032. Resolved 6th August 2014 to request NO proposed sites be taken forward. Please refer to agenda item FC15/217. • FC14/178 – A R Worboys Ltd appointed to undertake remedial works to the paddock hedgerow. Works completed. Move to close. • 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 two deliveries (Jun/Sep 2015) have been completed. One further delivery is			
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	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 + FC15/192 – RoSPA inspection reports. Resolved 14th October 2015 to leave the MUGA and skate park findings on file and monitor as necessary. The clerk is awaiting feedback from Miracle Design and Play Ltd. Ongoing. - FC15/174 – Drones. The clerk has prepared an article for the December 2015 newsletter. Move to close.			
FC15/215	To receive an update from all relevant councillors regarding ongoing projects for 2015-16.	It was noted the project to replace street lights in Squires Road would be taken forward by the Planning & Environment committee. Cllr Quirk confirmed he was resubmitting requests to 5 contractors with regard to the two Lorraine Road cemetery projects. Cllr Wallace confirmed he and Cllr P. Bennett had prepared an initial community cohesion report – to be taken forward initially by the Leisure & Amenities committee.	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.
FC15/216	To receive a petition calling for a safe route to school to be made available to/from the lower school site on Harris Way and to resolve a suitable course of action.	No petition was received. BBCllr/Cllr Wheeler confirmed he was attending a meeting on 13th November 2015 with BBC highways. Further information would follow that meeting.	BBCllr Wheeler to take forward.	Localism Act 2011, Ch 1, s1-8.
FC15/217	To consider a response to Bedford Borough Council in relation to a second consultation paper on their Local Plan 2032 and to resolve a suitable course of action.	Cllr Noakes confirmed he had already responded in a personal capacity – adding he believed the documentation/language was deliberately hard for many to	Members and clerk to take forward.	Town & Country Planning Act 1990 & subsequent. Stakeholder consultation.

		complete/understand and people could not use their own initiative. Cllr Lloyd asked if members wished the parish council to complete a response as a corporate body. Members responded yes and discussions centred on how best to focus and centre the response – agreement was to focus on where further development SHOULD be considered rather than where it SHOULD NOT go. Resolved members send their comments/responses to the clerk by Wednesday 18th November 2015 (copying in all members). The clerk would then produce a draft response document to take to the next meeting of the Planning & Environment Committee. Further resolved the completed response be published via WPC's website and Facebook page for residents to use as a guide Proposed: Cllr Groves. Seconded: Cllr Wallace. Resolved by all present.		
FC15/218	To consider a response to Bedford Borough Council in relation to their consultation on Proposed Changes to Council Tax Support and Council Tax Support Grants to Parish Councils and to resolve a suitable course of action.	Resolved to receive and note the consultation without response. Proposed: Cllr Groves. Seconded: Cllr Quirk. Resolved by all present.	Clerk to keep on file.	Localism Act 2011, Ch 1, s1-8. Stakeholder consultation.
FC15/219	To consider financial requirements (annual expenditure, capital and revenue projects) for 2016-17, ahead of finalising the precept demand in January 2016	Cllr Lloyd suggested monies currently earmarked for	Clerk to take forward.	Local Government Finance Act 1992, s41.

	and to resolve a suitable course of action.	recreational facilities improvement be used in part to finance a 'Wootton in Bloom' project. Resolved to accept the recommendations listed below and Cllr Lloyd's proposal (above): <u>Leisure & Amenities Committee</u> • Community Cohesion capital project – amount not yet known. • Increase grass cutting budget by £500 per annum, to cover a twice-yearly ditch clearance. <u>Planning & Environment Committee</u> • Neighbourhood Plan Development revenue project- £5k; • Lorraine Road cemetery extension (of land) - £2k per annum ufn; • Wootton in Bloom capital project – amount not yet known; • Bedford Borough Council consultations (new annual expenditure budget heading) - £2k. Proposed: Cllr Brady. Seconded: Cllr Chalmers.		Financial Regulations.
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		Resolved by all present.		
FC15/220	To receive and adopt a Gifts & Hospitality policy and Community Engagement policy.	Resolved to accept both policies without amendment. Proposed: Cllr Groves. Seconded: Cllr Doggrell. Resolved by all present.	Clerk to keep on file.	Localism Act 2011, Ch 1, s1-8.
FC15/221	To consider the following grant request and to resolve a suitable course of action.	Resolved to grant the maximum amount available under the terms of WPC's grants policy - £600. Proposed: Cllr Price. Seconded: Cllr Chalmers Resolved by all present. (Cllr Wallace took no part in voting).	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

Meeting closed at 8.46pm.

FC15/206

Borough Councillors report to Wootton Parish Council for meeting 11th November 2015.

- 1: The shrubbery in Emerton Way has now been cleared; the rowan tree has been left re local residents wishes.
- 2: The Crown Estate has agreed to sort out the ash tree behind Lorraine Road however I am still trying to sort out the fence with Borough as they are still saying it belongs to the Crown Estate.
- 3: It looks like the Community centre will now be started in early January 2016 and will be built by Mi-Space. The safety barrier outside the new school has been done and I have asked Persimmon to fill the pot holes on the Zebra crossing outside the new school as it is now dangerous.
- 4: Bill Brady and I have a meeting on 13th November at Borough with Glenn Barcham to discuss the safety report on Fields Road. I will report back on this.
- 5: The intended cut backs are now going to be discussed at the Executive meeting on 20th December and these will be announced early January.

We had a successful opening of the new lower school site on Thursday 5th November and I would like to thank those councillors who attended.

I have used some of the Ward monies on the Lower School and Memorial Hall and am looking at projects from the Brownies, St. Marys church and the Parish Council re putting a permanent power supply on the recreation ground so it can be used for events i.e. Funday (your comments on this would be appreciated).

And finally I shall be representing Wootton at the Armistice Day Parade on Wednesday 11th November in Bedford.

Cllr. John Wheeler

Crime report for Wootton October 2015

Offence Class Description	First Committed	Address	Beat Code	Beat Name
ARSON NOT ENDANGERING LIFE	11/10/2015 17:00	CHURCH ROAD WOOTTON BEDFORD	NORTH-766	WOOTTON
ASSAULT OCCASIONING ACTUAL BODILY HARM (OAPA SECTION 47)	02/10/2015 17:20	CHURCH ROAD WOOTTON BEDFORD	NORTH-766	WOOTTON
ASSAULT OCCASIONING ACTUAL BODILY HARM (OAPA SECTION 47)	18/10/2015 04:30	JUFFS LN WOOTTON BEDFORD	NORTH-766	WOOTTON
ASSAULT OCCASIONING ACTUAL BODILY HARM (OAPA SECTION 47)	18/10/2015 04:30	JUFFS LN WOOTTON BEDFORD	NORTH-766	WOOTTON
ASSAULT OCCASIONING ACTUAL BODILY HARM (OAPA SECTION 47)	26/10/2015 20:45	CHURCH ROAD WOOTTON BEDFORD	NORTH-766	WOOTTON
BURGLARY IN A DWELLING	06/10/2015 00:01	MANOR ROAD WOOTTON BEDFORD	NORTH-766	WOOTTON
BURGLARY IN A DWELLING	21/10/2015 15:30	CAUSE END ROAD WOOTTON BEDFORD	NORTH-766	WOOTTON
BURGLARY IN A DWELLING	28/10/2015 20:30	LORRAINE ROAD WOOTTON BEDFORD	NORTH-766	WOOTTON
COMMON ASSAULT	06/10/2015 13:20	CAUSE END ROAD WOOTTON BEDFORD	NORTH-766	WOOTTON
CRIMINAL DAMAGE - TO DWELLINGS	15/10/2015 08:00	MOORE CLOSE WOOTTON BEDFORD	NORTH-766	WOOTTON
CRIMINAL DAMAGE - TO VEHICLES	21/10/2015 19:00	CAUSE END ROAD WOOTTON BEDFORD	NORTH-766	WOOTTON
THEFT FROM MOTOR VEHICLE	16/10/2015 20:00	FOSTER WAY WOOTTON BEDFORD	NORTH-766	WOOTTON
THEFT IN A DWELLING OTHER THAN FROM AUTOMATIC MACHINE OR METER	13/10/2015 17:00	ST. MARYS ROAD WOOTTON BEDFORD	NORTH-766	WOOTTON

Crime report for Wootton- October 2015

There were 16 crimes recorded in Wootton in October 2015 which are detailed below (5 of which are domestic related or another offence so are not listed). This is compared to 11 in October 2014

Recorded Date	Committed Date	Committed Times	Offence	Street	Details
25/10/2015	21/10/2015	15:30 to 18:12	Burglary In A Dwelling	Cause End Road	Property entered via rear door. Large amount of items taken
29/10/2015	28/10/2015	20:30 to 22:18	Burglary In A Dwelling	Lorraine Road	Property entered through front door using a pick axe. Safe and jewellery taken.
09/10/2015	06/10/2015	00:01 to 11:49	Burglary In A Dwelling	Manor Road	Property entered through rear door. Small amount of change, pots and plates taken.
17/10/2015	16/10/2015	20:00 to 08:30	Theft From A Motor Vehicle	Foster Way	Wing mirror casing taken
26/10/2015	26/10/2015	20:45 to 20:52	Assault With Injury	Church Road	Stones thrown at victim
05/10/2015	02/10/2015	17:20 to 17:50	Assault With Injury	Church Road	Argument has turned into a physical altercation between acquaintances.
07/10/2015	06/10/2015	13:20	Assault Without Injury	Cause End Road	Altercation between students outside of school.
22/10/2015	22/10/2015	12:15	Harassment	Monoux Road	Resident threatened by offender who was looking for work
13/10/2015	13/10/2015	17:00 to 18:00	Theft In A Dwelling Other Than From Automatic Mach	St. Marys Road	Money taken from victims home by an acquaintance
12/10/2015	11/10/2015	17:00 to 00:30	Arson Not Endangering Life	Church Road	Fire used to burn a public bin. Areas of ground also burned.
22/10/2015	21/10/2015	19:00 to 21:00	Criminal Damage – To Vehicles	Cause End Road	Big scratch along the side of car.

There were 2 detections in October 2015 which are detailed below. This is compared to 3 in October 2014.

Recorded Date	Detected Date	Offence	Disposal
05/10/2015	08/10/2015	Assault With Injury	Community Resolution With Rj - Youth (10 To 17yrs)
14/07/2015	02/10/2015	Harassment	Community Resolution With Rj - Youth (10 To 17yrs)

Appendix 1a

There were 15 calls regarding anti-social behaviour in Wootton in October 2015 which are detailed below. This is compared to 24 calls in October 2014.

Date	Time	Street	Final Class	Details
03/10/15	22:23	Barnes Road	Nuisance	Neighbour shouting at another over a dog barking
04/10/15	23:30	Bedford Road	Nuisance	Offender refusing to leave a pub.
04/10/15	16:39	Church Road	Nuisance	Youths throwing stones at vehicles and passers by.
04/10/15	17:43	Potters Cross	Environmental	Off road bikes on bridleway
17/10/15	16:29	Potters Cross	Nuisance	Off road bikes on bridleway
18/10/15	13:43	Potters Cross	Nuisance	Off road bikes on bridleway
18/10/15	16:47	Potters Cross	Nuisance	Moped on farm land
19/10/15	22:49	Ashpole Avenue	Nuisance	Child not wanting to do homework
20/10/15	19:30	Fields Road	Nuisance	Mopeds ridden on pavement
20/10/15	20:23	Monoux Road	Nuisance	Moped ridden on road. Rider has no helmet
22/10/15	16:38	Potters Cross	Nuisance	Off road bikes on bridleway
25/10/15	13:16	Potters Cross	Nuisance	Off road bikes on bridleway
26/10/15	20:52	Church Road	Nuisance	Rocks thrown at informant and two friends
26/10/15	19:14	Hollies Walk	Nuisance	Abandoned vehicle
26/10/15	15:54	Potters Cross	Nuisance	Off road bikes on bridleway

Schedule of correspondence

Date received	Type	From	Brief details
13.10.15	Email	Bedford Borough Council	Planning weekly list - Week 41
15.10.15	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 - 28th Sep 2015 - 9th Oct 2015
16.10.15	Letter	Rialtas Business Solutions	Fees and charges 2016-17
17.10.15	Brochure	The Higgins, Bedford	What's On - October 2015 - March 2016
17.10.15	Letter and enclosures	Bedford Borough Council	Local Plan 2032 Public Consultation Parish Pack
20.10.15	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 - 12th Oct 2015 - 16th Oct 2015
22.10.15	Email	Bedford Borough Council	Planning weekly list - Week 42
22.10.15	Email	Bedford Borough Council	Decision sheet for Rural Affairs Committee, Tuesday 20th October 2015
27.10.15	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 - 19th Oct 2015 - 23rd Oct 2015
29.10.15	Email	Bedford Borough Council	Planning weekly list - Week 43
29.10.15	Email	Bucks Law Plus	Affordable legal advice
1.11.15	Letter and enclosures	Bedford & Milton Keynes Waterway Trust	Newsletter - Autumn 2015
1.11.15	Yearbook	BRCC	Yearbook 2015
2.11.15	Email	BATPC	Bedfordshire Bugle November - 2015
2.11.15	Yearbook	Bedfordshire Pension Fund	Annual Report and Accounts 2014-15

Unity Trust Bank Ltd - Receipts & Payments presented - 1st October 2015 - 1st November 2015

Credit	Debit	To/From	Description
	£ 71.36	Viking Payments	Stationery
	£ 120.00	Bedford Borough Council	Graffiti removal x 2
	£ 160.00	Neil Gates	Remedial works to overhanging vegetation - Memorial Hall
	£ 180.00	Wrighton & Barker	Remedial works to unsafe memorial - St. Mary's cemetery
	£ 198.00	CUT Services	Replacement of rotten manhole cover - Memorial Hall
	£ 20.00	Bedfordshire Association of Town & Parish Councils	Councillor training
	£ 90.00	A J Book-keeping services	Payroll services Q2 2015-16
	£ 120.00	Wootton Memorial Hall	Memorial Hall hire
	£ 150.00	Artistic Layout (Miss A K Lloyd)	Graphic design - Wootton newsletter September 2015
	£ 176.40	Dor-2-Dor MK	Newsletter delivery - September 2015
	£ 420.00	Dura-Sport (Leisure Care) Ltd	MUGA surfacing inspection
	£ 600.00	Wootton Church & Poors Land charity	Rent for allotments/paddock
	£ 860.52	A R Worboys Ltd	Grass cutting
	£ 875.00	CopyKatz Ltd	Newsletter printing - September 2015
	£ 1,250.00	J Dennis Garden & Property Services	Cemeteries maintenance
	£ 1,464.69	Ace Fire & Security Ltd	CCTV annual maintenance contract
£ 40.00		WRFC girls	MUGA hire
£ 130.00		WRFC u14's	MUGA hire
£ 10.00		WRFC u13's	MUGA hire
	£ 19.35	Legal & General	Ill Health insurance policy - extra premium
	£ 78.46	E-on	Changing rooms electricity
	£ 161.81	E-on	Street lighting
	£ 53.00	Bedford Borough Council	Cemetery rates

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Appendix 3

£ 382.13		Bedford Borough Council	Recycling credits Q2 2015-16
£ 88.00		various	Allotment rent 2015-16
	£ 41.86	EE & T-Mobile	Clerk's mobile
£ 134.00		various	Allotment rent 2015-16
£ 107.00		various	Allotment rent 2015-16
£ 49.00		various	Allotment rent 2015-16
£ 10.00		WLS Yr 3	MUGA hire
£ 240.00		Abbotts Funeral Undertakers	Interment income - cemetery
£ 60.00		Wrighton & Barker	Memorial income - cemetery
	£ 25.18	BT	Phone line
	£ 76.00	Anglian Water	Changing rooms water rates
	£ 31.80	BT	Broadband
£ 12.50		WRFC u13's	MUGA hire
£ 360.00		Brookbanks	Interment income - cemetery
£ 1,290.46		HMRC	VAT rebate Q2 2015-16
	£ 95.40	BT	Broadband
	£ 3,529.95		Salaries October 2015
	£ 99.95	Sue Playford	Expenses October 2015
	£ 120.00	J Parrott	Dog Control Order signage
	£ 191.07	Wootton Church & Poors Land charity	50% recycling credits Q2 2015-16
	£ 864.00	S J Helliwell Fencing Contractors Ltd	Replacement fencing Bedford Road (opposite the Cock Inn PH)

£2,913.09

£12,143.80

b/f	£ 21,740.98
Income	£ 2,913.09
Expenditure	£ 12,143.80

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Appendix 3

Balance c/f	£ 12,510.27

FC15/213 Planning & Environment Committee report

14th October 2015

Correspondence

Bedford Borough Council – Stagsden Parish Council. Bedford Borough Council has designated Stagsden 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.

Bedford Borough Council - application for the designation of a Neighbourhood Area – Felmersham and Radwell 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 26th October 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 – response regarding a query made on how average speed figures were calculated to formulate a recent Bedford Borough Council Speed Limit Assessment Report for Keeley Lane.

Bedford Harriers – notice of intention to stage a road running event on Sunday 6th December 2015. It is their intention to notify local residents of the event via letter, on or about 30th November 2015.

Bidwells – Land South of Fields Road. Details of Full Planning Application for Residential and Associated Development, on behalf of Taylor Wimpey, Bellway Homes Ltd and Bovis Homes Ltd. Full planning application for residential development of 600 dwellings, including vehicular access, pedestrian and cycle links, public open space, car parking, landscaping, drainage and associated works. ***(Please also refer to agenda item P15/219 – (15/02060/MAF and 15/02122/MAF).***

Email correspondence between a resident and BBCllr/Cllr Wheeler and Wootton Lower School, regarding traffic congestion.

Matters arising – for information only

See under 28th October 2015.

Planning Applications

15/02039/FUL – Field House, Cranfield Road, Wootton Green – one and two storey side extension and external alterations.
Resolved **NO** objections.

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Appendix 4

15/02104/FUL – **Hall End House, 66 Hall End Road** - change of use of small part agricultural land to domestic use with new triple garage and annex above.

Resolved **NO** objections.

15/02060/MAF – **Land South of Fields Road and East of Cranfield Road** – erection of 600 dwellings, including vehicular access, pedestrian and cycle links, public open space, car parking, landscaping, drainage and associated infrastructure works.

Resolved **TO** object – please refer to the relevant minutes for fuller information.

15/02122/MAF – **Land South of Fields Road** – erection of unit 55 extra care facilities (use class C3), restaurant/café (use class A3) and associated infrastructure and works.

Resolved **TO** object – please refer to the relevant minutes for fuller information.

Resolutions

P15/222 – Resolved to respond stating the parish council had passed a vote of no confidence in the Borough Council's report (which lacked data, detail and credibility). Further resolved to request a safe route to school in both directions, avoiding the need to walk along Fields Road or consider widening the existing Fields Road footpath and to request the Holywell School children be picked up/dropped off within the Berryfields estate (rather than near the health centre (Fields Road).

P15/223 – Resolved not to permit a request to reserve plots at Lorraine Road cemetery to accommodate larger American-style caskets.

P15/224 – Resolved not to site a post box on Fields Road but to leave the request for one on Folkes Road until Bedford Borough Council adopt the highways.

P15/225 – Resolved to appoint Bartlett Tree Experts to undertake the works.

28th October 2015

Correspondence

Bedford Borough Council - application for the designation of a Neighbourhood Area – Willington 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 16th November 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.

Matters arising – for information only

- P11/47 + P15/40 - Overgrown alleyway Lorraine Road/Hoo Close. The Crown Estate attended a recent meeting with members of the parish council and will clear the brook again and investigate who is responsible for its maintenance. The Borough Council has confirmed the nearby ash tree has been inspected and found to be in good health – no works are proposed (they are however, claiming the tree does not belong to them). They are still due to replace the damaged fencing along the footpath.

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- 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 and Hall End Road. Ongoing.
- P14/50 + P15/196 – Identification of Parish Council/Borough Council street lights. The parish council is still awaiting confirmation from the Borough Council regarding column ownership – especially in light of replacement columns erected by the Borough Council in September/October 2015 (involving some parish council columns). Resolved 10th December 2014 (FC14/196) to replace failing columns at Hall End (two) and Potters Cross (three) – columns are in situ with shields to follow.
- P14/84 + P14/152 + P15/10 – Parking problems/yellow lines proposals. Works were due for completion in September 2015 but remain uncompleted. Clerk continues to chase. Ongoing.
- P14/248 + P15/11 + P15/39 – Replacement programme of trees within the parish. Resolved 11th February 2015 (P15/39) to accept the retiring tree warden's recommendations but leave the works on file until autumn (better planting conditions). Clerk requested assistance again with planting from Bedford Borough Council (September 2015) without success and is now meeting with Neil Gates (21st October 2015). Ongoing.
- P14/250 + P15/124 + P15/138 + P15/151 + P15/210 + P15/225 – Tree works. Resolved (14th October 2015) to appoint Bartlett Tree Experts to undertake all necessary works. Completion date expected to be end of December 2015. Ongoing.
- P15/75 + P15/136 + P15/137 + P15/152 – Regeneration of Keeley End Pond. Cllr Doggrell is waiting to hear from A R Worboys regarding rotivating and clearing the area. He will then provide the parish council with timescales on how the regeneration will be taken forward. *
- P15/111 – Wood chippings to be added to Lorraine Road cemetery borders. Works have been carried out – the contractor will now do the same to the remaining borders. 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 by a contractor. 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. Resolved 5th August 2015 (P15/185) that the sign be illuminated if possible and sited in front of the wooden gates on Fields Road;
 - Regeneration of Keeley End Pond. See * above.
 - P15/173 – Holly bush at Lorraine Road cemetery. Works completed 14th October 2015. Move to close.
- 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.

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Appendix 4

- P15/206 – Speed Limit Assessment for Keeley Lane. Information provided to members 14th October 2015. Move to close.
- P15/208 + P15/224 – New post box for the Berryfields development. Resolved 14th October 2015 (P15/224) to leave the request on file until Folkes Road is adopted by Bedford Borough Council (likely September 2017) and make the request again. Ongoing.
- P15/222 – Road safety concerns – Fields Road. Resolved 14th October 2015 (P15/222) to challenge the Borough Council's findings following a parish council vote of no confidence. Ongoing.

Resolutions

P15/237 – Resolved to put the following capital project requests forward to full council:

- Neighbourhood Plan development - £5k;
- Lorraine Road cemetery extension - £2k per annum ufn;

Further resolved to put the following annual expenditure budget heading request forward to full council:

- Bedford Borough Council consultations - £2k;

Further resolved that Cllr Lloyd finish a report and costings on the following capital project request – to be brought back to Planning & Environment for approval ahead of full council:

- Planters at several sites within the village/appointment of a part-time gardener to provide ongoing maintenance for those plus areas within the village maintained by the parish council (Including the Jubilee Gardens) – sum as yet unknown.

Sue Playford

Clerk to the Council

3rd November 2015