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Minutes of the Meeting of the **Full Council** held on Wednesday 10th February 2016 at 7.30pm in The Memorial Hall, Bedford Road, Wootton.

Open Forum	There were no members 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), C. Bennett, Brady, Bygraves, Doggrell, Groves, Noakes and Wheeler. Cllr Wheeler is also the Borough Councillor for Wootton. In Attendance: Sue Playford (Clerk).			
Absent	Cllr Wallace.			
Agenda no	Agenda item title	Resolution	Action	Power
FC16/22	Apologies for absence. Cllrs P. Bennett, Chalmers, Hall, Price and Quirk.	N/A.	N/A.	Local Government Act 1972, s85 (1) & Sch 12, Part VI, p40.
FC16/23	Disclosure of local and/or disclosable pecuniary interests. None.	N/A.	N/A.	Localism Act 2011, Ch 7, s31.
FC16/24	To consider any dispensation requests received by the Clerk in relation to local and/or disclosable pecuniary interests, not previously recorded. None.	N/A.	N/A.	Localism Act 2011, Ch 7, s33.
FC16/25	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 detailed developments with regard to a meeting being organised to discuss ongoing issues on Fields Road (speeding and lack of a safe route to school via Grovebury Court and Monoux Road). Organised for 1 st March 2016 at 6pm at the lower school site on Harris Way,	Clerk to keep on file.	N/A.

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		the deputy mayor Charles Royden would be attending, alongside representatives from the police, borough council, parish council and Wootton schools. It was hoped Jim Caffrey (Principal Planner at Bedford Borough Council) and representatives from Persimmon (developers at Fields Road North) would attend also. He added he was due to present a 300-signature petition (calling for a safe route as detailed above) to Bedford Borough Council's Full Council meeting on 24th March, but would bring it to the meeting on 1st March beforehand. CLlr Lloyd asked who would chair the meeting and circulate the agenda – BBCllr Wheeler agreed to take this forward. BBCllr Wheeler added he was continuing to chase Persimmon and Bedford Borough Council regarding the running of the new community centre. No PCSO's were in attendance. The continuing increase in figures was again noted.		
	To receive crime figures for the period 31 st October 2015 – 1 st February 2016. (Appendix 1a).			
FC16/26	List of correspondence received (copies of correspondence can be requested from the Clerk) – for information only. (Appendix 2).	No further comments received.	Clerk to keep on file.	N/A.
FC16/27	Minutes of the previous meeting. <i>Minutes are published on the Wootton Parish Council website: http://woottonpc.bedsparishes.gov.uk/.</i>		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 Full Council meeting held on 13th January 2016. 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 25th November 2015. Members of Full Council are asked to receive and adopt the minutes of the advisory Neighbourhood Plan Steering Group Committee meeting held on 18th November 2015.	Minutes were received and adopted. Proposed: - Cllr Bygraves. Seconded: Cllr Noakes. Resolved by all present. Minutes were received and adopted. Proposed: - Cllr Bygraves. Seconded: Cllr Wheeler. Resolved by all present. Minutes were received and adopted. Proposed: - Cllr Brady. Seconded: Cllr Wheeler. Resolved by all present.		
FC16/28	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 has been programmed by Bedford Borough Council Highways department for installation – February 2016. - 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. - FC12/108 – s106 changes to Fields Road development. Clerk has chased for an update on the management entity bid. - FC14/117 + FC15/217 – Bedford Borough Council’s Local Plan 2032. Response submitted ahead of the deadline. - FC14/192 + FC15/114 + FC15/132 – Submission of sites for consideration as Local Green Spaces. Information detailing all sites currently put forward as part of the call for sites (Local Plan 2032) remain as Local Green Spaces has been submitted to BBC. - FC15/17 + FC15/115 + FC16/19 – Trial of alternative Dog Control Order	No further comments received.	Clerk to keep on file.	N/A.

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	signage. Clerk detailed (FC16/19) that Bedford Borough Council had made an administrative error and is awaiting further advice from them on how they will seek to resolve the issue. • 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. • FC15/53 + FC15/94 – Local Council Award Scheme. Refer to agenda item FC16/42. • FC15/54 – Newsletter distribution. Refer to agenda item FC16/45. • FC15/157 – Approved list of contractors. The Clerk has requested information from Bedford Borough Council and Cllr P. Bennett is assisting also. An article calling for contractors will be placed in March 2016 edition of the Wootton newsletter. • 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 still chasing feedback from Miracle Design and Play Ltd. • FC15/237 – Damage to iron railings outside Memorial Hall. Resolved 9th December 2015 to make an insurance claim. Insurance payout has been received – the works are yet to be completed. Clerk continues to chase. • FC16/20 – Replacement of faulty CCTV camera at the recreation ground. Refer to agenda item FC16/38.			
FC16/29	Chairman's report – for information only.	Cllr Lloyd reported he would produce and circulate a rota for councillors to complete, with regard to attending the monthly (first Saturday – 10am-noon) councillor surgery at the library, alongside BBCLlr/Cllr Wheeler. It was hoped all councillors could attend at least one per year, given current numbers.	Cllr Lloyd to take forward.	N/A.
FC16/30	To receive a report from the (Executive) Planning & Environment Committee – for information only. (Appendix 3).	No further comments received.	Clerk to keep on file.	N/A.

FC16/31	Schedule of receipts and payments – statement(s) 18 (Unity Trust Bank Ltd) as previously approved by the Finance & General Purposes committee – for information only. (Appendix 4).	No further comments received.	Clerk to keep on file.	Governance and Accountability for Local Councils (Practitioners' Guide (England) 2014).
FC16/32	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 Doggrell and Groves. Proposed: Cllr Bygraves. Seconded: Cllr C. Bennett. Resolved by all present.	Clerk to keep on file.	Governance and Accountability for Local Councils (Practitioners' Guide (England) 2014).
FC16/33	To receive and verify the Income & Expenditure report for all cost centres for 2015-16, to date.	Cllr Bygraves noted a likely surplus of £27k at year end. Cllr Lloyd added a sizeable amount of that would be used to cover an anticipated deficit (financial year 2016-17) and that several projects were planned for the coming months. Resolved to receive and verify. Proposed: Cllr Bygraves. Seconded: Cllr Brady. Resolved by all present.	Clerk to keep on file.	Governance and Accountability for Local Councils (Practitioners' Guide (England) 2014).
FC16/34	To receive an update from all relevant councillors regarding ongoing projects for 2015-16.	The following updates were noted: • CCTV – Memorial Hall – ongoing; • Keeley End Pond regeneration – works due end of Feb 2016; • Lorraine Road cemetery driveway ext – further quotation going to Planning & Environment Committee for approval; • Lorraine Road cemetery new memorial walls – quotation	Clerk to keep on file.	Localism Act 2011, Ch 1, s1-8.

		approved, date for works awaited; • Replacement trees at Lorraine Road and St. Mary's (ext) cemeteries – completed; • Replacement street lights – likely to be undertaken by Bedford Borough Council (keep on file); • Wootton Village brick built sign – quotation received from Bedford Borough Council for the power supply – plans now needed for brickwork; • Community Hall opening party – keep on file; • Wootton in Bloom – ongoing.		
FC16/35	To consider a response to Bedford Borough Council in relation to their Draft Housing Strategy Review 2012-17 consultation and to resolve a suitable course of action.	Cllr Noakes commented on the complexity of the document and it was noted it was designed for urban, rather than rural areas. Sandra Jackson was thanked for allowing her response to be seen by members ahead of the meeting. Resolved to note all points within the consultation but to add Wootton Parish Council disagreed with its findings. Proposed: Cllr Doggrell. Seconded: Cllr Groves. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8. Stakeholder consultation.
FC16/36	To consider a response to Bedford Borough Council in relation to their Library Service consultation and to resolve a suitable course of action.	Resolved the clerk establish which resident groups use the library facility before responding to	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8. Stakeholder consultation.

		Bedford Borough Council with the following: • The facility was not just used for books – it was an invaluable part of the community; • Bedford Borough Council's Local Plan 2032 refers to Wootton's good infrastructure and facilities – its closure would have a direct adverse effect. Suggestions it be taken on as a café, outsourced or acquired as a community asset by the parish council were noted but without further consultation could only be kept on file at the present time. Proposed: Cllr Groves. Seconded: Cllr C. Bennett. Resolved by all present.		
FC16/37	To consider correspondence received from Marcol Industrial LLP and Bedfordia Development Ltd regarding their agents response (DLP Planning Ltd) to Bedford Borough Council's Call for Sites and Local Plan 2032 and to resolve a suitable course of action.	Resolved to note the parish council gave its support to their proposal (to develop a new settlement on land generally identified as Twinwoods, north of Bedford), but that a meeting was not thought necessary at this stage. Proposed: Cllr Wheeler. Seconded: Cllr Brady. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
FC16/38	To revisit a report from the clerk regarding a faulty CCTV camera at the recreation ground (overlooking the MUGA – Multi Use Games Area) and to resolve a suitable course of action.	The clerk circulated a response from PCSO Dancer, who was in favour of the faulty camera being replaced. He had added his belief	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

		incidences of anti-social behaviour would rise if camera(s) were not in place. Resolved to replace the faulty camera and recording device with HD models. Proposed: Cllr Groves. Seconded: Cllr Bygraves. Resolved by all present.		
FC16/39	To receive and accept a Site Inspection Report from Leisure Care (Dura-Sport) Ltd regarding the MUGA (Multi Use Games Area) play surface as detailed below and to resolve a suitable course of action.	Resolved to accept without further amendment. Proposed: Cllr Bygraves. Seconded: Cllr Groves. Resolved by all present.	Clerk to keep on file.	Localism Act 2011, Ch 1, s1-8.
FC16/40	To receive a report from the clerk regarding the registration of land known as the recreation ground with the Land Registry and to resolve a suitable course of action.	The clerk was thanked for her efforts in registering the land in question.	Clerk to keep on file.	Localism Act 2011, Ch 1, s1-8.
FC16/41	To receive and adopt revised Financial Regulations reflecting member's decision to grant delegated powers to the clerk in relation to budget heading expenditure and to resolve a suitable course of action.	Resolved to accept without further amendment. Proposed: Cllr Noakes. Seconded: Cllr C. Bennett. Resolved by all present.	Clerk to keep on file.	Localism Act 2011, Ch 1, s1-8.
FC16/42	To receive a report from Cllr Lloyd and the clerk regarding the Local Council Award Scheme and to resolve a suitable course of action.	Cllr Lloyd provided background to the scheme – Cllr Noakes added it would prove the parish council followed correct procedures and proper practices. Resolved to continue working towards and apply for Quality award status. Proposed: Cllr Groves. Seconded: Cllr Brady. Resolved by all present.	Cllr Lloyd and the clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
FC16/43	To resolve under the terms of the Public Bodies (Admissions to Meetings) Act 1960, s1 (2) that any members of the public or press present please leave, in order to discuss the following item(s).	No members of the public or press were present.	N/A.	Public Bodies (Admissions to Meetings) Act 1960, s 1 (2).

FC16/44	To receive a report from the clerk regarding the litter picker's end of probation period and to resolve a suitable course of action.	The probation period finished on 26th January 2016. A question was asked as to how long the litter picker felt it would take to complete a full tour of the village and to consider an increase in hours if both parties felt it necessary. Resolved the clerk raise the question with the litter picker and report back. Further resolved to increase the hourly rate in line with the National Living Wage, backdated to the end of probation. Proposed: Cllr C. Bennett. Seconded: Cllr Brady. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
FC16/45	To receive a report from Cllr Lloyd and the clerk regarding newsletter distribution and to resolve a suitable course of action.	It was noted the clerk and Cllr Lloyd had received several notifications of newsletters not being delivered since the appointment of a delivery company three editions previously – throughout the parish. Resolved to appoint Bespoke Media to deliver the newsletter (beginning with March 2016's edition), subject to an annual review. (It was noted copies could also be placed in all the public houses within the village). Proposed: Cllr C. Bennett. Seconded: Cllr Noakes.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

		Resolved by all present.		
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Meeting closed at 8.41pm.

FC16/25

Report to Wootton Parish Council for meeting 10th February 2016

1: St. Mary's Road

I have had several meetings with Borough Highways and Pilgrims re the problems of parking on the verges, which is now causing damage to the verges and putting mud onto the pavements. Highways have cleaned the pavements and filled the big holes on the verge and will do more work when the weather is dryer, however this will not solve the problem re parking on the verge. Pilgrims said they would contact their tenants re parking and would look into turning part of the green into a car park but I am not too hopeful on this, Highways will look into putting bollards on the verge where the worse spots are. A vehicle check was done and all the vans/ cars were legal. Highways are also looking into putting a yellow line opposite to the entrance to the Church Hall so cars can get in and out as they have been blocked in.

2: Fields Road

I asked the Mayor to intervene re the problems on Fields Road at Full Council on the 3rd of this month; he has asked Cllr. Royden to have a meeting with the relevant parties to see what can be done and also look into Persimmon not providing a safe route to school. I am trying to get this meeting arranged for the end of this month. Unfortunately there will be no funding for speed cameras in next year's budget.

3: Community Centre

Work has now started on the centre; I am trying to arrange a meeting with Borough and Persimmon to see who they want to run the centre, once I have a date I will invite members to attend. Then we will need to decide what action to take, as there is quite a lot of interest from various bodies in running clubs etc from the centre and it would be a shame to lose them.

4: Yellow Lines

I have been promised these will start soon as agreed by the Council.

5: Nothing major changed on the Budget on the 3rd February as outline in my emails, I am getting an update soon and will report any changes at the meeting.

6: Ward Monies

I have funded this year

- 1: Mobile floodlights for the Lower School, these are also for community use in the village
- 2: Starting up Wootton Tots, this is for parents with young children to meet up twice a month and have health checks for the Children and general advice plus have a cup of tea!
- 3: Memorial Hall, updating the kitchen and toilets.
- 4: St. Marys church, part funding for the drive to be repaired leading up to the church hall.

I have also set aside for April funding for the electricity box on the rec plus funds for setting up a Boys/ Girls brigade at the Hub.

Cllr. John Wheeler

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FC16/25a**Crime report for Wootton – November, December 2015 and January 2016**

Offence Class Description	First Committed	Address	Beat Code	Beat Name
BURGLARY IN A BUILDING OTHER THAN A DWELLING - ATTEMPTED	14/11/2015 23:45	CAUSE END ROAD	NORTH-766	WOOTTON
BURGLARY IN A DWELLING	27/11/2015 12:30	STUDLEY ROAD	NORTH-766	WOOTTON
BURGLARY IN A DWELLING	30/11/2015 11:07	POTTERS CROSS	NORTH-766	WOOTTON
BURGLARY IN A DWELLING	28/12/2015 19:44	POTTERS CROSS	NORTH-766	WOOTTON
BURGLARY IN A DWELLING	22/1/2016 22:00	THORPE WAY	NORTH-766	WOOTTON
BURGLARY IN A DWELLING - DISTRACTION	20/1/2016 12:00	CAUSE END ROAD	NORTH-766	WOOTTON
CRIMINAL DAMAGE - TO DWELLINGS	30/11/2015 10:30	BEDFORD ROAD	NORTH-766	WOOTTON
CRIMINAL DAMAGE - TO DWELLINGS	28/12/2015 21:00	BEDFORD ROAD	NORTH-766	WOOTTON
CRIMINAL DAMAGE - TO DWELLINGS	30/12/2015 21:00	BEDFORD ROAD	NORTH-766	WOOTTON
CRIMINAL DAMAGE - TO VEHICLES	05/11/2015 20:00	CHURCH ROAD	NORTH-766	WOOTTON
INTERFERENCE WITH MOTOR VEHICLE	12/12/2015 00:00	GROVEBURY COURT	NORTH-766	WOOTTON
INTERFERENCE WITH MOTOR VEHICLE	22/1/2016 18:00	ASHPOLE AVENUE	NORTH-766	WOOTTON
THEFT BY EMPLOYEE	11/11/2015 08:00	FIELDS ROAD	NORTH-766	WOOTTON
THEFT FROM MOTOR VEHICLE	11/12/2015 20:00	STEWART COURT	NORTH-766	WOOTTON
THEFT FROM MOTOR VEHICLE	11/12/2015 16:30	THE WILLOWS	NORTH-766	WOOTTON
THEFT FROM MOTOR VEHICLE	23/1/2016 05:10	HALL END ROAD	NORTH-766	WOOTTON
THEFT FROM MOTOR VEHICLE	22/1/2016 00:00	LORRAINE ROAD	NORTH-766	WOOTTON
THEFT FROM MOTOR VEHICLE	22/1/2016 16:00	ST. MARYS ROAD	NORTH-766	WOOTTON
THEFT FROM SHOPS AND STALLS	16/11/2015 17:08	CAUSE END ROAD	NORTH-766	WOOTTON
THEFT FROM SHOPS AND STALLS	20/11/2015 17:30	CAUSE END ROAD	NORTH-766	WOOTTON
THEFT IN A DWELLING OTHER THAN FROM AUTOMATIC MACHINE OR METER	14/11/2015 12:00	ASHPOLE AVENUE	NORTH-766	WOOTTON
THEFT IN A DWELLING OTHER THAN FROM AUTOMATIC MACHINE OR METER	31/12/2015 23:30	BARNES ROAD	NORTH-766	WOOTTON

Appendix 2

FC16/26 Schedule of correspondence			
Date received	Type	From	Brief details
6.1.16	Email	Taylor Keogh Communications - For Millbrook Power Ltd	Notification that Millbrook Power will not be submitting an application for a Development Consent Order to the Planning Inspectorate - see separate attachment within the agenda
11.1.16	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 - 4th Jan 2016 - 8th Jan 2016
13.1.16	Letter and enclosures	Bedford Borough Council	Monthly updates to Electoral Register - January 2016
19.1.16	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 - 11th Jan 2016 - 15th Jan 2016
21.1.16	Letter	The Pensions Regulator	Choosing an automatic enrolment pension scheme
22.1.16	Letter	Bedford Borough Council	Planning Committee Decision re 15/02060/MAF - Land South of Fields Road - see separate attachment within the agenda
22.1.16	Letter	Bedford Borough Council	Planning Committee Decision re 15/02122/MAF - Land South of Fields Road - see separate attachment within the agenda
26.1.16	Email	Bedford Borough Council	Planning weekly list - Week 3
27.1.16	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 - 18th Jan 2016 - 22nd Jan 2016
28.1.16	Newsletter	CPRE - Campaign to Protect Rural England (Bedfordshire)	Bedfordshire Matters - Winter 2015 -16 Issue 56 and Set up to fail: Why housing targets based on flawed numbers threaten our countryside
1.2.16	Email	Bedford Borough Council	Agenda for Rural Affairs Committee - Tuesday 9th February 2016
1.2.16	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 - 25th Jan 2016 - 29th Jan 2016

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FC16/30
Planning & Environment Committee report

13th January 2016

List of correspondence received

Bedford Borough Council – details of the latest Persimmon Homes development street naming and numbering.

Matters arising – for information only

See 27th January 2016.

Planning Applications – for resolution

15/01736/FUL – Land between 52 and 54 Hall End Road – erection of new dwelling.
Resolved **NO OBJECTIONS**.

15/02752/FUL – 18b Cause End Road – single storey side/rear extension, removal of chimney stack, installation of canopy over side entrance, installation of additional windows to the side elevation and a velux window to the existing roof and associated works.
Resolved **NO OBJECTIONS**.

Resolutions

P16/13 – Resolved to accept both quotations from Phil Lant Building Contractors and arrange a further site visit and to await confirmation from Bedford Borough Council regarding potential planning permission and/or building regulations.

27th January 2016

List of correspondence received

Bedford Borough Council – proposed temporary road closures – Wood End Road, Tithe Road and Wood End Lane, Kempston. To enable junction improvement work. Length affected:

- Wood End Road – From Tithe Road/Wood End Lane for approx. 70 metres;
- Tithe Road – From Wood End Lane for approx. 70 metres;
- Wood End Lane – From Tithe Road for approx. 70 metres.

The closures are anticipated to be in operation between 8.00am and 6.00pm on 8 weekdays from Monday 22nd February 2016 to Wednesday 2nd March 2016. Specific dates will be advertised locally closer to the 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

- 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 have said they will undertake works to the ash tree. The Borough Council are due to replace the damaged fencing along the footpath.
- 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. The clerk was informed (25th November 2015) works to install an unmanned pedestrian crossing, widen the footpath at Hall End (near the upper school) and install a double mini roundabout at the Bedford/Church/Cranfield/Fields Road junction would take place in November, after Christmas and February 2016, respectively.
- P14/50 + P15/196 – Identification of Parish Council/Borough Council street lights. Please refer to agenda item P16/27+28.
- P14/84 + P14/152 + P15/10 – Parking problems/yellow lines proposals. Works were due for completion in September 2015 – but have yet to start.
- P14/248 + P15/11 + P15/39 – Replacement programme of trees within the parish. All trees have now been planted. Move to close.
- 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. Clerk is awaiting confirmation on works being completed – specialist works were delayed and expected to be completed by the end of January 2016.
- P15/75 + P15/136 + P15/137 + P15/152 – Regeneration of Keeley End Pond. Rotivating/clearance works to be completed by the end of February 2016**.
- 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;
 - 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.
- P15/174 – 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. BBCLr/CLlr Wheeler is investigating whether developer contributions can be used to fund the works.
- 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.
- P15/266 – Works to foliage at St. Mary's cemetery extension. Resolved 25th November 2015 (P15/266) to undertake works to cut back undergrowth.
- P15/269 – Replacement lighting columns – Squires Road. Please refer to agenda item P16/27.

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Planning applications – for resolution

15/02759/FUL – 26 Tithe Barn Road – two storey side and rear extension in lieu of detached garage.
Resolved **NO OBJECTIONS**.

15/03046/FUL – 21 Hollies Walk – single storey front extension and re-siting of garden boundary with 1.8m close boarded fence.

Resolved **NO OBJECTIONS** but to pass the following observation(s) back to Bedford Borough Council:

- The plans did not provide clarity regarding ownership of land being used (to re-site the fence);
- In spite of the lack of clarity, it was assumed BBC were in agreement with the boundary change proposals.

15/03081/MAF – Land at Fields Road North – development of 71 residential dwellings and supporting infrastructure.

Resolved **NO OBJECTIONS** but to pass the following observation(s) back to Bedford Borough Council:

- The plans made inadequate provision for car parking facilities;
- Road widths were too narrow;
- The developers had to date, failed to deliver community infrastructure expected before further development should be granted.

Planning Approvals – for information only

14/02939/MAF – Land at Hall End Road adjacent to Church End – construction of 58 dwellings, including 17 on-site affordable housing units together with ancillary car parking, private amenity space and landscaping and associated highway, access and infrastructure works.

This council previously resolved **TO OBJECT**.

14/03047/FUL – Land adjacent to 58 Church Road – construction of balancing pond (in conjunction with proposed residential development to its south), together with associated landscaping and maintenance access from Hall End Road).

This council previously resolved **TO OBJECT**.

15/00907/FUL – Astra House, 81 Cause End Road – erection of bungalow.

This council previously resolved **NO OBJECTIONS**. Please note a community infrastructure levy is liable.

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

This council previously resolved **NO OBJECTIONS**. Please note a community infrastructure levy is liable.

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

This council previously resolved **NO OBJECTIONS**.

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

This council previously resolved **NO OBJECTIONS**.

15/01760/MAR – Land North of Fields Road – reserved matters application for the scale, layout, appearance of buildings, landscaping and access for 108 dwellings within land parcel D as defined by the

phasing and play strategy plan pursuant to hybrid permission 11/01502/EIA and including discharge of conditions 2, 7, 8, 9, 11, 14, 15, 18, 19, 20, 23, 26, 29 & 35.

Not brought to WPC for comment.

15/01777/FUL – 9 Russell Way – two storey front extension and canopy with roof light.

This council previously resolved **NO OBJECTIONS.**

15/01784/AOC – Land to the rear of 99 and 101 Bedford Road – Condition 2 – Junction of vehicular access (shared access and parking for approved bungalows on land to the rear of 99 and 101 Bedford Road).

Not brought to WPC for comment.

15/01862/CPNQ – Land West of Whitworth Farm, Bourne End Road – prior notification for change of use from an Agricultural building(s) to a dwelling house(s) (Use Class C3) including associated building operations reasonably necessary to convert the building. This is not a planning application because it relates to development that is permitted by Government Regulation. It will not therefore be reported to the Planning Committee but considered by officers under delegated powers. Comments received will be considered but if notification of a decision is not made to the applicant within 56 days of the date of registration of the proposal, it can proceed.

Not brought to WPC for comment. **Please note a community infrastructure levy is liable.**

15/01892/AOC – Land at Fields Road – Condition 5 – cycle parking (Reserved matters application for the scale, layout, appearance of buildings and structures, landscaping and access including 101 residential units for land parcels E, F, I and K as defined by the phasing and play strategy plan pursuant to outline permission 11/01502/EIA and including approval of conditions 2, 7, 8, 9, 10, 11, 14, 15, 19, 20, 21, 23, 25, 26, 29 & 35.

Not brought to WPC for comment.

15/01894/AOC – Land at Fields Road – Condition 7 – external materials (Reserved matters application for the scale, layout, appearance of buildings and structures, landscaping and access including 101 residential units for land parcels E, F, I and K as defined by the phasing and play strategy plan pursuant to outline permission 11/01502/EIA and including approval of conditions 2, 7, 8, 9, 10, 11, 14, 15, 19, 20, 21, 23, 25, 26, 29 & 35.

Not brought to WPC for comment.

15/01895/AOC – Land at Fields Road – Condition 8 – surfacing (Reserved matters application for the scale, layout, appearance of buildings and structures, landscaping and access including 101 residential units for land parcels E, F, I and K as defined by the phasing and play strategy plan pursuant to outline permission 11/01502/EIA and including approval of conditions 2, 7, 8, 9, 10, 11, 14, 15, 19, 20, 21, 23, 25, 26, 29 & 35.

Not brought to WPC for comment.

15/01898/AOC – Land at Fields Road – Condition 13 – bin collection (Reserved matters application for the scale, layout, appearance of buildings and structures, landscaping and access including 101 residential units for land parcels E, F, I and K as defined by the phasing and play strategy plan pursuant to outline permission 11/01502/EIA and including approval of conditions 2, 7, 8, 9, 10, 11, 14, 15, 19, 20, 21, 23, 25, 26, 29 & 35.

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Appendix 3

Not brought to WPC for comment.

15/01924/FUL – The Croft, Cranfield Road – single storey rear extension.

This council previously resolved **NO OBJECTIONS.**

15/02039/FUL – Field House, Cranfield Road – one and two storey side extension and external alterations.

This council previously resolved **NO OBJECTIONS.**

15/02517/FUL – 90 Tithe Barn Road – single storey rear extension and roof conversion of existing garage from flat to dual pitched.

This council previously resolved **NO OBJECTIONS.**

15/02536/NMA – 63 Ashpole Avenue – 15/01014/FUL – amendments to positions of rear entrance door and windows and reduce window size. (Single storey rear/side extension).

Not brought to WPC for comment.

15/02548/TCA – St. Mary's Church, Church Road – works to various trees.

Not brought to WPC for comment.

15/02664/LDP – 31 Potters Cross – loft conversion and rear dormer.

Not brought to WPC for comment.

15/02681/TCA – Cemetery, Cause End Road – works to various trees.

Not brought to WPC for comment.

15/02734/NMA – 4 Cranfield Road – 15/01344/FUL – addition of cladding to vertical face of dormers using tiles to match roof.

Not brought to WPC for comment.

15/02745/FUL – 27 Tithe Barn Road – first floor rear extension.

This council previously resolved **NO OBJECTIONS.**

15/02762/TPO – The Keeley, 155 Bedford Road – horse chestnut – fell. Yew – 60% crown reduction.

This council previously resolved **NO OBJECTIONS.**

15/02768/TPO – The Pyghtle, 64 Keeley Lane – Field Maple – remove.

This council previously resolved **NO OBJECTIONS.**

15/02863/NMA – Acorn Cottage, 30 Bedford Road – 14/02049/FUL – alteration to the proposed finishing materials from render to brick and a change in roof files used on application 14/02049/FUL – single storey front, side and rear extension.

Not brought to WPC for comment.

Planning Applications withdrawn – for information only

13/02125/FUL – Land Parcel North of Stewartby Lakes, Broadmead Road, Stewartby – single wind

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turbine (60m to hub, 90m to blade tip) with associated infrastructure, including turbine transformer, hard standing areas, control building and cabling.

This council previously noted the application but did not comment, as it falls outside the parish.

Planning Refusals – for information only.

15/01896/AOC – Land at Fields Road – 14/03138/MAR - Condition 11 – energy statement (Reserved matters application for the scale, layout, appearance of buildings and structures, landscaping and access including 101 residential units for land parcels E, F, I and K as defined by the phasing and play strategy plan pursuant to outline permission 11/01502/EIA and including approval of conditions 2, 7, 8, 9, 10, 11, 14, 15, 19, 20, 21, 23, 25, 26, 29 & 35.

Not brought to WPC for comment.

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

This council previously resolved **NO OBJECTIONS.**

Resolutions

P16/27 – Resolved to note and accept Bedford Borough Council would continue with their programme of replacement (street lighting) columns and to leave this item on file.

P16/28 – Resolved to formally write to the contractors stating members were considering paying them for works to date (namely the installation of three columns at Potters Cross) and requesting BBC to undertake remaining works (installation two columns at Hall End, energising of all and removal of all old columns). Contractors would be asked for their observations and comments before the clerk brought this item back to the Planning committee meeting on 24th February 2016 for further deliberation.

Further resolved the clerk contact the parish council insurers for contract advice (including breach of contract).

Sue Playford

Clerk to the Council

1st February 2016

FC16/31

Unity Trust Bank Ltd - Receipts & Payments presented - 1st December 2015 - 1st January 2016			
Credit	Debit	To/From	Description
£ 80.00		Abbotts Funeral Undertakers	Interment income - cemetery
£ 30.00		WRFC u9's	MUGA hire
£ 20.00		WRFC u13's	MUGA hire
£ 40.00			Wootton news advertising income
£ 40.00			Wootton news advertising income
£ 40.00			Wootton news advertising income
	£ 161.81	E-on	Street lighting
	£ 259.57	E-on	Changing rooms electricity
£ 25.00			Wootton news advertising income
	£ 36.00	Campaign to Protect Rural England	Annual subscription
	£ 53.00	Bedford Borough Council	Cemetery rates
£ 30.00		WVFC Youth	MUGA hire
£ 25.00			Wootton news advertising income
£ 1,210.00		Aviva Insurance	Insurance claim re Memorial Hall railings damage
£ 40.00			Wootton news advertising income
	£ 9.23	Viking Direct	Stationery
	£ 60.00	Bedford Borough Council	Graffiti removal - skate park
	£ 3,972.87		Salaries December 2015
	£ 83.35	Viking Direct	Stationery
	£ 140.00	Neil Gates	Works to village hall and MUGA hedgerows
	£ 420.00	Dura-Sport (Leisure Care) Ltd	MUGA flooring inspection
	£ 480.00	Complete Underground Technology Services Ltd	Remedial works to tap and manhole cover - St. Mary's cemetery
	£ 835.00	CopyKatz Ltd	Newsletter printing December 2015

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Appendix 4

	£ 1,300.00	J Dennis Garden & Property Services	Cemeteries maintenance
	£ 25.19	BT	Phone line
	£ 37.58	EE & T-Mobile	Clerk's mobile
	£ 31.80	BT	Broadband
	£ 32.66	Anglian Water	Allotments water rates
	£ 76.00	Anglian Water	Changing rooms water rates
	£ 175.00	Phil Lant Building Contractors	Installation of new noticeboard - Hall End
£ 25.00			Wootton news advertising income
£ 180.00		Spelman/Lovell	Paddock rent January - March 2016
£ 2.98		Unity Trust Bank Ltd	Credit interest December 2015

£1,787.98

£8,189.06

b/f	£ 10,393.83
Income	£ 1,787.98
Expenditure	£ 8,189.06
Balance c/f	£ 3,992.75