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

Open Forum	Several members of the public were present, including one who wished to be considered for co-option to the parish council. A number were in attendance to hand over a petition (agenda item FC16/197) and to observe and comment on agenda item FC16/194. Jo Roberts (Community Engagement Officer – Forest of Marston Vale) was also in attendance to introduce herself and provide background on her involvement with the Forest of Marston Vale (FC16/196). Resolved to bring those agenda items forward – they were heard after FC16/174). Others were in attendance merely to observe the meeting. There were no other members of the public or press present wishing to speak and so the meeting continued without further adjournment.			Public Bodies (Admissions to Meetings) Act 1960, s1(1).
Present	Cllrs Lloyd (in the chair), Bennett, Bygraves, Chalmers (arrived 8.05pm), Doggrell, Groves, Hall, Hensher, Noakes, Price, Quirk, Wallace and Wheeler. Cllr Wheeler is also the Borough Councillor for Wootton. In Attendance: Sue Playford (Clerk).			
Absent (no apologies received)				
Agenda no	Agenda item title	Resolution	Action	Power
FC16/171	Apologies for absence. None.	N/A.	N/A.	Local Government Act 1972, s85 (1) & Sch 12, Part VI, p40.
FC16/172	Disclosure of local and/or disclosable pecuniary interests. None.	N/A.	N/A.	Localism Act 2011, Ch 7, s31.
FC16/173	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.

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FC16/174	To receive résumés from two residents wishing to be co-opted as members of Wootton Parish Council.	The résumés were circulated ahead of the meeting. Neera Regmi was in attendance but Samantha Sanderson sent apologies (but indicated she still wished to be co-opted). Cllr Quirk asked one question of Neera. Resolved by vote to co-opt Samantha Sanderson and Neera Regmi as members of Wootton Parish Council.	Clerk to take forward.	Local Elections (Parishes and Communities) (England and Wales) Rules 2006 SI2006/3305 r 5(5).
FC16/175	Report from outside organisations – for information only. To include a report from BBCllr/Cllr Wheeler. (Appendix 1). To receive crime figures for July 2016. (Appendix 1a).	BBCllr/Cllr Wheeler's report was circulated ahead of the meeting. No further comments received. Cllr Noakes expressed his concern over another robbery. It was noted the report this month was not filtered and contained all parish figures.	Clerk to keep on file.	N/A.
FC16/176	List of correspondence received (copies of correspondence can be requested from the Clerk) – for information only. (Appendix 2). Additional correspondence (listed below) was also noted: HardHat – Wyboston Garden Village proposal (Bedford Borough Council's Local Plan 2035). Marcol/Bedfordia Group – Twinwoods proposal (Bedford Borough Council's Local Plan 2035).	Cllr Bygraves stated it was his understanding the development proposal for Twinwoods could double in size.	Clerk to keep on file.	N/A.
FC16/177	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 13 th July 2016.	Minutes were received and adopted. Proposed: Cllr Noakes. Seconded: Cllr Hall. Resolved by all present.	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 29th June 2016. Members of Full Council are asked to receive and adopt the minutes of the advisory Neighbourhood Plan Steering Group meeting held on 18th May 2016.	Minutes were received and adopted. Proposed: Cllr Bygraves. Seconded: BBCllr/Cllr Wheeler. Resolved by all present. Minutes were received and adopted. Proposed: Cllr Quirk. Seconded: BBCllr/Cllr Wheeler. Resolved by all present.		
FC16/178	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 is now under construction – the final elements including it being raised are due to be completed soon by Bedford Borough Council. • 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. It is anticipated this will now be taken forward by a newly-formed Roads and Footpaths committee – first meeting due 20th July 2016. Move to close. • FC14/117 + FC15/217 – Bedford Borough Council’s Local Plan 2032 (now 2035). 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 2035) remain as Local Green Spaces has been submitted to BBC. • FC15/17 + FC15/115 + FC16/19 – Trial of alternative Dog Control Order signage. Clerk detailed (FC16/19) that Bedford Borough	No further comments received.	Clerk to keep on file.	N/A.

	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. Neighbourhood Plan Steering Group meetings are ongoing and the Clerk and Cllr Lloyd attended two training workshops, held by Bedford Borough Council. • FC15/53 + FC15/94 +FC16/42 – Local Council Award Scheme. Cllr Lloyd and the Clerk are working towards a submission for Quality status and have registered an interest. • FC16/59 – Petition calling for a footway into the Berryfields development via Monoux Road/Grovebury Court and/or Potters Cross. Resolved 9th March 2016 (FC16/59) to support a footway request via Monoux Road and Potters Cross. Further resolved to enquire why the wishes of Beds Police’s Architectural Liaison Officer (BPALO) were considered over those of the parish council with regard to footways, on what basis they were formed and how that process led to them being removed from later plans. Further resolved also to enquire why the Berryfields development now had a two metre gap between it and houses in Grovebury Court, despite plans indicating gardens would border one another (a wish also made by BPALO to reduce crime and antisocial behaviour. It is anticipated this will now be taken forward by a newly-formed Roads and Footpaths committee – first meeting due 20th July 2016. Move to close. • FC16/61 – Bedford Borough Council’s decision-making processes for the Fields Road South development. Resolved 9th March 2016 (FC16/61) to make enquiries why several wishes and concerns raised by the parish council were not considered/answered. • FC16/84 – Recycling trucks. Resolved 13th April 2016 (FC16/84) the parish council lobby Bedford Borough Council’s planning department on future planning applications to ensure a better road layout and design, the parish council add its voice to the proposal for a single national recycling scheme, BBCllr/Cllr Wheeler take the proposal forward as a motion for discussion by Bedford Borough Council, BBCllr/Cllr Wheeler liaise with Persimmon Homes to establish whether kerbs could be cut to enable the trucks to move more freely			
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	(all roads within the Berryfields estate remained unadopted by Bedford Borough Council). - FC16/90 + FC16/118 + FC16/170 – Community Centre at Berryfields. Resolved 13th April 2016 (FC16/90) to continue to seek formal acceptance that the parish council be appointed the management entity and to arrange a meeting with Richard Colson and a representative from Persimmon Homes. Please refer to agenda item FC16/198. - FC16/159 – RoSPA inspection reports. Resolved 13th July 2016 (FC16/159) the Clerk take findings forward with the relevant contractors for remedial action.			
FC16/179	Chairman's report – for information only.	Cllr Lloyd requested volunteers to open/close the village hall gates whilst the caretaker was on holiday. Cllr Chalmers confirmed he could open on Saturday and Sunday mornings (13th/14th August) – Cllr Groves confirmed she would close Sunday evening and open Monday morning (14th/15th August). The Clerk stated a resident had volunteered to close them on Saturday evening if necessary. Cllr Lloyd was covering all other dates. He then requested contact details for the village hall committee, as the Clerk was receiving complaints regarding their refuse bin. Cllr Wallace provided details at the end of the meeting. He confirmed he and the Clerk were working towards completing the parish council's Local Quality Award Scheme application – this would be submitted before next Full Council.	Cllrs Chalmers, Groves and Lloyd to take forward. Clerk to take forward.	N/A.
FC16/180	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.

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FC16/181	Schedule of receipts and payments – statement(s) 25 (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 Smaller Authorities in England 2016.
FC16/182	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 Wallace. Proposed: Cllr Noakes. Seconded: Cllr Bygraves. Resolved by all present.	Clerk to keep on file.	Governance and Accountability for Smaller Authorities in England 2016.
FC16/183	To receive and verify the Income & Expenditure report for all cost centres for 2016-17, to date.	Resolved to receive and verify the report without amendment. Proposed: Cllr Doggrell. Seconded: BBCllr/Cllr Wheeler. Resolved by all present.	Clerk to keep on file.	Governance and Accountability for Smaller Authorities in England 2016.
FC16/184	To review the Strategic Action Plan for 2016-17 and receive an update from all relevant councillors regarding ongoing projects for 2016-17.	Cllr Lloyd listed all projects as detailed in the SAP. The following updates were noted: • Cllr Wallace explained the idea behind the Community Cohesion project – it was noted funds currently earmarked could be used to pay for the Memorial Hall CCTV project; • Keeley End Pond – Cllr Doggrell confirmed water lilies would be purchased towards the end of August and given to the lower school before planting; • Neighbourhood Plan – Cllr Lloyd confirmed funding from Locality could only be obtained after a professional individual/company had been appointed to assist with its preparation; • Wootton In Bloom – the Clerk confirmed she was awaiting a final	All.	Localism Act 2011, Ch 1, s1-8.

		quotation. Cllr Lloyd explained ideas would feature in September's Wootton newsletter; • Wootton Village sign – Cllr Lloyd detailed a further consultation would be held in the Wootton newsletter – it had been suggested farming could be a theme.		
FC16/185	To receive a report from the (advisory) Neighbourhood Plan Steering Group following a recent open consultation held at the Fun Fest 2016 and to resolve a suitable course of action.	The Clerk detailed the findings were consistent with issues she was made aware of, including roads and footpaths and transport. Resolved to accept the report without amendment. Proposed: Cllr Noakes. Seconded: Cllr Bygraves. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
FC16/186	To receive a recommendation from the (advisory) Roads & Footpaths Steering Group regarding issues identified during its first meeting held on 20th July 2016 and to resolve a suitable course of action.	Cllr Doggrell noted it highlighted issues already known and asked how they would be taken forward. Cllr Lloyd explained the steering group was currently looking at pros and cons for all speed reduction suggestions. A report (including solutions) would be drafted and petitions would be generated, to get support from residents. Those petitions would then be taken to Full Council for backing/forwarding to Bedford Borough Council. Cllr Price detailed his wish that the footpath opposite the upper school be properly reinstated. BBCllr/Cllr Wheeler confirmed he would take that request forward.	BBCllr/Cllr Wheeler and the Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

		Resolved to accept the recommendation without amendment. Proposed: Cllr Price. Seconded: Cllr Groves. Resolved by all present.		
FC16/187	To consider a response to Bedford Borough Council regarding their consultation on the Bedford Borough Community Safety Partnership and to resolve a suitable course of action.	Resolved to note and keep on file. Proposed: Cllr Price. Seconded: Cllr Hall. Resolved by all present.	Clerk to keep on file.	Stakeholder consultation.
FC16/188	To review and adopt a revised policy on Audio-Visual Recording, Filming and Photographing of Meetings/Committee Meetings and to resolve a suitable course of action.	Resolved to accept without further comment. Proposed: Cllr Groves. Seconded: Cllr Bennett. Resolved by all present.	Clerk to keep on file.	Localism Act 2011, Ch 1, s1-8.
FC16/189	To receive and adopt a revised asset register and to resolve a suitable course of action.	Resolved to accept without further comment. Proposed: Cllr Wheeler. Seconded: Cllr Hall. Resolved by all present.	Clerk to keep on file.	Localism Act 2011, Ch 1, s1-8.
FC16/190	To receive and adopt the Risk Assessment and Management (Financial) (Internal Best Practice Review – Q1 2016-17) and to resolve a suitable course of action.	Resolved to accept without further comment. Proposed: Cllr Doggrell. Seconded: Cllr Bygraves. Resolved by all present.	Clerk to keep on file.	Governance and Accountability For Smaller Authorities in England 2016.
FC16/191	To consider a suitable storage venue for items including the marquee and generator (purchased for the annual Fun Fest) and how items are currently stored at the changing rooms/toilet block and to resolve a suitable course of action.	Resolved that Wootton Country Players be asked to give up one room for storage (keeping the one without the gas meter). Proposed: Cllr Bennett. Seconded: Cllr Noakes. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
FC16/192	To consider possible designation changes or the introduction of regulations with regard to the area within Lorraine Road cemetery extension, currently designated a children's burial area and to resolve a suitable course of action.	The Clerk detailed a family wished to purchase a full sized plot in the children's burial area, which would include interment of adult ashes also.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

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		After detailed discussion, it was resolved the area remain a children's burial area only. Proposed: Cllr Quirk. Seconded: Cllr Wallace. Resolved by majority vote.		
FC16/193	To consider remedial works to the MUGA (Multi Use Games Area) playing surface following a recent RoSPA inspection and to resolve a suitable course of action.	Resolved not to accept the quotation but to ask local contractors to quote for the works instead. Proposed: Cllr Bygraves. Seconded: Cllr Hensher. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
FC16/194	To receive a quotation from Ace Fire & Security with regard to the installation of CCTV equipment at the Memorial Hall and to resolve a suitable course of action.	This agenda item was discussed after FC16/197. Background to the request was provided and it was noted Bizzy Bees pre-school often had to deal with broken glass and other acts of vandalism/trespass both in their garden area and canopy area. Cllr Lloyd, the Clerk and Emma Brett had met with Ace Fire & Security to discuss options and Cllr Lloyd detailed the configuration and how access to footage would be obtained (remotely, by the Clerk as Data Controller for the existing system at the recreation ground). It was noted that whilst Bizzy Bees' internet would be used, they would be unable to access footage as it would be password protected. A question was raised as to whether stills of offenders could be published in the Wootton newsletter for identification purposes. The Clerk	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

		was unsure but agreed to investigate. It was noted the quotation for the recording device stated a maximum of 4 cameras – 6 cameras were needed and quoted for. The Clerk agreed to query this. Concerns were initially raised as to the effectiveness of installing a CCTV system and whether the cameras were vandal proof. Emma confirmed the units would be covered in a coating designed to prevent them being spray painted. It was recognised that whilst they may not prevent the crime, the footage could be used to identify the offenders. Another resident observing the meeting introduced himself as a Network Rail Infrastructure specialist with dealings with CCTV. He confirmed a decrease in trespass where cameras were situated. From a legal perspective landlords had a responsibility to provide a safe working environment and it was again noted Bizzy Bees were often in the position of having to clear glass and deal with other acts of vandalism. After further discussion it was resolved to accept the quotation from Ace Fire & Security to install the system. Emma agreed to take forward a request to the next Bizzy Bees committee meeting – that they		
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		monitor incidences of vandalism and trespass moving forward and notify the Clerk. Proposed: Cllr Bygraves. Seconded: Cllr Wheeler. Resolved by majority vote.		
FC16/195	To consider a proposal from Bromham Parish Council that Wootton Parish Council request Bedford Borough Council properly evaluate several large-scale proposals for new settlements within the Borough as part of their Local Plan 2035 call for sites and to resolve a suitable course of action.	Resolved that Cllr Lloyd, as chairman of Wootton Parish Council counter-sign the draft letter alongside (and as provided by) Bromham Parish Council and possibly 4 other parishes. Proposed: Cllr Wallace. Seconded: Cllr Bennett. Resolved by majority vote.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
FC16/196	To receive a brief presentation from Jo Roberts, newly appointed Community Engagement Officer for the Forest of Marston Vale Trust.	This agenda item was held after FC16/174. Jo Roberts introduced herself as the newly appointed Community Engagement Officer for the Forest of Marston Vale Trust. She was keen to work with communities in a number of areas including education and asked those present to contact her with any ideas they had in that respect. She also detailed their Community Fund – open to applications from local community groups, schools and projects. BBCllr/Cllr Wheeler stated he was a committee member. Jo left her contact details and confirmed again she would be keen to hear from anyone with ideas or seeking funding. She then left the meeting.	N/A.	N/A.

FC16/197	To receive a petition to redevelop the playground area at the Recreation Ground, Church Road to include Impact Absorbing Playground Surfaces and additional playground equipment and to resolve a suitable course of action.	This agenda item was held after FC16/196. Stacey Gittens presented the Clerk with a signed petition containing 544 signatures (with more to follow) and results summary (Appendix 5). She detailed many parents felt the existing playground equipment at the recreation ground was not suitable for under 5's to use unaided. The only toddler swings available were at the Memorial Hall site (2) and parking was often an issue if Bizzy Bees pre-school were on site. The petition sought to install Impact Absorbing Playground Surfaces/colourful flooring to remove mud issues in wet weather. It was felt the recreation ground was the most suitable location as it was in the centre of the village – improved play equipment may encourage more users of the village hall. Stacey had visited Woburn Village Hall and Great Denham for ideas on play equipment and that had also featured in the petition to give residents an idea of what was being proposed. 23 residents had put themselves forward to join a committee (to help with funding and/or feedback to residents) and 45 had joined a playground Facebook page. Cllr Lloyd noted the area known as Jubilee Gardens would remain as	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
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		such – suggestion was made it could become a picnic area with changes to the hedgerow. Cllr Lloyd also pointed out the skate park petitioners had visited door to door to gain signatures, adding they had also secured all funding. Cllr Lloyd detailed it would be for the committee to establish what equipment was needed, costings and all fundraising. There would also need to be an open consultation and information in the Wootton newsletter. Stacey asked if there was a budget but as the project was relatively new, no budget had been agreed for 2016/17. It could of course be considered for 2017/18. Cllr Wallace noted developer contributions from the Bellway homes development (Sherwood Close) might be available. After discussion it was resolved to accept the petition and to appoint Cllrs Bygraves, Hensher, Lloyd, Regmi and Wheeler to the playground committee (Clerk to determine name, dates and Terms of Reference). Proposed: BBCllr/Cllr Wheeler. Seconded: Cllr Noakes. Resolved by all present.		
FC16/198	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).	One member of the public was still present and so left the meeting.	N/A.	Public Bodies (Admissions to Meetings) Act 1960, s1(2).

FC16/199	To receive a report from the Clerk and Cllr Bygraves regarding the management and running of the community centre currently being developed at Berryfields and to resolve a suitable course of action.	It was noted the Clerk was receiving regular updates from Richard Colson, who was still unable to get further information from Andy Lord (Persimmon Homes). Issues surrounding the kitchen area and ventilation remain outstanding.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
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Meeting closed at 9.15pm.

FC16/175

Borough Councillors report to Wootton Parish Council for 10th August 2016.

Further to the Borough report sent out on 3rd August this is the local bit!

I am working with Sue and Borough Highways and we are getting hedges and pathways cleared -there is a long list but at least we are getting there. Crown Estates have taken down the Ash tree by Neale Way and Borough have at long last agreed to replace the fence along the brook and clear out the rubbish. However they are saying this does not mean they are taking responsibility for the fence – it is just a goodwill gesture.

A meeting has been set up with Persimmon to sort out the road leading into Berryfields (resurfacing and pedestrian crossing issues). I will keep you informed of the developments regarding this.

The new community centre is all but finished now and the M.U.G.A. behind the centre is well on the way and should be finished by the end of this month.

I am still helping local residents dealing with their inquiries from council tax, housing, benefits and dustcarts driving over their gardens to mention a few.

Hot off the Press!!

I have just been informed Persimmon are now not rushing to Build the shops down Berryfields as there has been no interest in anybody wanting to occupy them!!

John Wheeler

FC 16/175a Jul 2016				
Offence Class Description	First Committed	Address	Beat Code	Beat Name
BURGLARY IN A BUILDING OTHER THAN A DWELLING	23/07/2016 14:00	FIELDS ROAD WOOTTON BEDFORD	NORTH-766	WOOTTON
COMMON ASSAULT	10/07/2016 14:00	BEDFORD ROAD WOOTTON BEDFORD	NORTH-766	WOOTTON
CRIMINAL DAMAGE - OTHER PROPERTY (NOT BUILDINGS)	02/07/2016 15:00	BOURNE END WOOTTON BEDFORD	NORTH-766	WOOTTON
CRIMINAL DAMAGE - OTHER PROPERTY (NOT BUILDINGS)	13/07/2016 22:00	ST. MARYS ROAD WOOTTON BEDFORD	NORTH-766	WOOTTON
OTHER MISCELLANEOUS THEFTS NOT CLASSIFIED ELSEWHERE	02/07/2016 21:00	ARTHUR BLACK WAY WOOTTON BEDFORD	NORTH-766	WOOTTON
ROBBERY OF PERSONAL PROPERTY	22/07/2016 01:00	CRANFIELD ROAD WOOTTON BEDFORD	NORTH-766	WOOTTON
THEFT OF PEDAL CYCLES	21/07/2016 19:00	FOSTER WAY WOOTTON BEDFORD	NORTH-766	WOOTTON

FC16/176 Schedule of correspondence			
Date received	Type	From	Brief details
7.7.16	Email	CCLA	Public Sector Deposit Fund - short form report 1.4.15 - 31.3.16
8.7.16	Letter	Came & Company	Change of Trading Style - notice of change
11.7.16	Magazine	CPRE Bedfordshire	Bedfordshire Matters - Summer 2016 Issue 57
11.7.16	Letter	Unity Trust Bank Ltd	Notification of returned bill payment
12.7.16	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 - 24th June 2016 - 8th July 2016
12.7.16	Email	Bedford Borough Council	Planning weekly list - revised format
20.7.16	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 July 2016 - 15th July 2016
27.7.16	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 July 2016 - 22nd July 2016
2.8.16	Email	Bedford Borough Council	Planning weekly list - revised format
2.8.16	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 July 2016 - 29th July 2016

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FC16/180

Planning & Environment Committee report

13th July 2016

Matters arising – for information only

See 27th July 2016.

Planning Applications – for resolution

16/00983/FUL – 50 Tithe Barn Road – demolition of existing outbuilding and erection of new 3 bedroom end of terrace dwelling adjacent to existing dwelling: associated landscaping works. AMENDED PROPOSAL. (Previously resolved **TO OBJECT**).

Resolved **TO OBJECT** on the following material consideration:

- The proposal was considered an over-development of the site;

The following issue was also noted:

- The proposal would have a detrimental impact on the neighbouring semi-detached property – turning it into an end of terrace.

16/01467/FUL – Belmont, Woburn Road – demolition of existing dwelling house and erection of a two-storey office building and single storey compound building (Class B1) and associated car parking, change of use of residential curtilage and the adjacent paddock to compound to store scaffold (Class B8), construction of a balancing pond and the closure of two vehicular accesses and creation of one replacement vehicular access. Please note this is within the adjoining parish of Elstow and Stewartby but Bedford Borough Council are consulting nonetheless.

Whilst the application was not within the parish, it was noted it would affect the local environment.

Resolved **NO OBJECTIONS**, but to note only for the files and make no further comment.

16/01788/FUL – 76 Keeley Lane – single storey front extension, single storey rear extension and external alterations.

Resolved **NO OBJECTIONS**.

Resolutions

P16/173 – Resolved that planning application 16/00983/FUL be considered by the Full Planning Committee of Bedford Borough Council.

P16/175 – Resolved that Bedford Borough Council be requested to undertake works to the overgrown ditch in Popes Way (in addition to programmed tree works) and that the Clerk continue to try and register the land in the name of the parish council.

P16/176 – Resolved to repair the timber platform and make regular observations.

P16/177 – Resolved to accept F A Bartlett Tree Experts' costings with regard to an upcoming visual tree inspection.

P16/178 – Resolved to permit in principle a free-standing vault (sited above ground) – purchased/owned/maintained by the family of the deceased. Each request would be determined on its own merits alongside a suitable plot location.

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27th July 2016

Matters arising – for information only

- P11/47 + P15/40 - Overgrown alleyway Lorraine Road/Hoo Close. The ash tree has been removed by the Crown Estate although the trunk remains. The Clerk has asked BBCllr Wheeler to establish what the Borough Council intend to do regarding the damaged fencing and now the brook which is full of fly-tipping.
- P13/40 + P15/64 + P16/70 – Roads and footpaths. Resolved 9th March 2016 (P16/70) that BBC/Cllr Wheeler chase BBCllr Royden (Portfolio Holder for Environment and Transport) on a regular basis to get repairs done throughout the village.
- P14/84 + P14/152 + P15/10 – Parking problems/yellow lines proposals. Works were due for completion in September 2015 – clerk and BBC/Cllr Wheeler continue to chase.
- P15/75 + P15/136 + P15/137 + P15/152 – Regeneration of Keeley End Pond. Rotavating/clearance works have now been completed and two rounds of planting have been undertaken. Clerk is sourcing water lilies before wildlife housing is added.
- P16/71 + P16/107 – Footway vehicle parking. Resolved 27th April 2016 (P16/107) to liaise with Bedfordshire police and produce a suitable leaflet which can be left on offending vehicles, by members of Street Watch. Both Bedfordshire police and Bedford Borough Council have given their support to the proposal. Please refer to agenda item P16/191.
- P16/84 – Illuminated Wootton village sign – Fields Road entrance. Resolved 30th March 2016 (P16/84) to include designs to date in June 2016's edition of the Wootton Newsletter and to ask for residents votes/comments by 1st August 2016. Results to be published in September 2016's edition. One resident has said she wishes to submit her own design, and Cllr Quirk has suggested including an area of concrete hardstanding behind the sign to accommodate a second Christmas tree.
- P16/137 – Replacement trees. Resolved 25th May 2016 (P16/137) a sapling oak be planted at Lorraine Road cemetery. This will now take place Sep/Oct 2016.
- P16/150 + P16/177 – Visual Tree Inspection. Resolved 8th June 2016 (P16/150) to request a quotation for a further inspection in accordance with FA Bartlett Tree Experts' findings in June 2015. Resolved 13th July 2016 (P16/177) to accept their costings of £100 + VAT per site, and FA Bartlett Tree Experts have confirmed they will undertake the inspection by the end of August for submission to the Clerk by the end of September 2016.
- P16/175 – Popes Way. Bedford Borough Council are due to undertake works to overhanging trees and it is hoped they will do the same with an overgrown ditch near the entrance to Cause End Road. Resolved 13th July 2016 (P16/175) that the Clerk continue to try and register the area in the name of the parish council.

Planning applications – for resolution

16/01533/FUL – 12 St. Mary's Road – first floor side extension.

Resolved **NO OBJECTIONS**.

16/01727/MAR – Land at Fields Road – all reserved matters for the erection of 10 dwellings and approval of conditions 2,7,8,9,11,14,15,18,19,20,21,23,25,26,29 and 35 pursuant to outline permission 11/01502/EIA.

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

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- Cllr Lloyd noted original plans featured a footpath leading from Berryfields via Monoux Road as did plans received as part of this application (version 12, page 11). The Clerk was instructed to query with Bedford Borough Council whether the plans were incorrect or if the footpath would be taken forward.

16/01987/TPO – Ashglade House, 155a Bedford Road – T1 Ash – Crown reduce by 2m and deadwood
T2 Ash – reduce back from building to achieve 1.5-2m clearance crown lift to 3.5m.

Resolved **NO OBJECTIONS**.

16/02028/FUL – 61 Studley Road – single storey side extension.

Resolved **NO OBJECTIONS**.

Planning Approvals – for information only

15/01736/FUL (now 16/01632/AOC) – Land between 52 and 54 Hall End Road – erection of new dwelling.

This council previously recorded **NO OBJECTION**.

16/00735/LBC – 18 Keeley Lane – internal and external works and repair to listed building, including re-rendering, repair timber frames, wall panels and window frames. Rebuild chimney stack and reinstate inglenook fireplace.

This council previously recorded **NO OBJECTION**.

16/01019/FUL – 65 Lorraine Road – single storey rear extension and loft conversion with rear dormer.

This council previously recorded **NO OBJECTION**.

16/01055/FUL – 99A Bedford Road – garage extension to form triple garage.

This council previously recorded **NO OBJECTION**.

16/01079/FUL – Oak Cottage, 6 Church Road – erection of front boundary wall.

This council previously recorded **NO OBJECTION**.

16/01164/FUL – 2 School Lane – single storey side/rear extension.

This council previously recorded **NO OBJECTION**.

16/01187/FUL – 79 Ashpole Avenue – two storey rear extension.

This council previously recorded **NO OBJECTION**.

16/01404/FUL – 25 Studley Road – single storey rear extension.

This council previously recorded **NO OBJECTION**.

16/01608/FUL – 23 Elmsdale Road – first floor side extension.

This council previously recorded **NO OBJECTION**.

16/01634/TPO – 61 Cause End Road – 2 x poplars – fell.

This council previously recorded **NO OBJECTION**.

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Resolutions

P16/191 – Resolved to appoint Bespoke Media to print A6 postcards requesting motorists not to park on pavements and verges (to be distributed by members of Street Watch).

Sue Playford
Clerk to the Council
1st August 2016

FC16/181

Unity Trust Bank Ltd - Receipts & Payments presented – 1 st July 2016 – 1 st August 2016				
Credit	Debit	To/From	Description	Authorised using Clerk's delegated powers ACM16/22
£ 30.00		O'Dell & Sons	Wootton news advertising income	N/A
£ 100.00		Wootton PCC	Flower grant refund	N/A
	£ 35.00	Information Commissioners Office	Renewal of annual subscription	No
	£ 161.87	E-on	Street lighting	No
	£ 165.00	MCA Entertainment	Krisgar magician - Fun Fest act	Yes
£ 15.00		Utility Warehouse	Fun Fest donation	N/A
£ 4,117.74		HMRC	VAT refund Q1 2016-17	N/A
	£ 52.15	E-on	Changing room electricity	No
	£ 53.00	Bedford Borough Council	Cemetery rates	No
	£ 150.00	Ms S M Day	Fun Fest act	Yes
	£ 37.46	EE & T-Mobile	Clerk's mobile	No
£ 320.00		Dignity Funerals	Late Mr Sawford	N/A
	£ 26.76	BT	Phone line	No
£ 120.00		Neville Funerals	Late Mr Cook	N/A
	£ 33.36	BT	Broadband	No
	£ 85.00	Anglian Water	Changing rooms water rates	No
	£ 100.08	BT	Broadband	No
£ 40.00		Abbotts	Late Mrs Richardson	N/A
	£ 15.00	Wootton Church & Poor's Land	Fun Fest donation	Yes
	£ 2,928.13		Expenses July 2016	Yes

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	£ 4,059.84		Wages July 2016	No
	£ 312.58	Bedford Borough Council	Replacement bus shelter glass panes	Yes
	£ 323.11	Viking Direct	Caretaker supplies and Fun Fest stationery	Yes
	£ 354.00	Home Counties TH	Fun Fest portaloo hire x 3	Yes
	£ 438.00	Bespoke Media	Delivery of Wootton newsletter	No
	£ 950.00	J Dennis Garden & Property Services	Cemeteries maintenance	No
	£ 1,215.35	A R Worboys Ltd	Additional grass cutting installment	No
£ 120.00		Clarabut & Plumbe	Late Mr Gillett	N/A
£ 40.00		Abbotts	Late Mr Poole	N/A
	£ 694.21	A R Worboys Ltd	Grass cutting installment	No

£4,902.74

£12,189.90

b/f	£ 29,989.52
Income	£ 4,902.74
Expenditure	£ 12,189.90
Balance c/f	£ 22,702.36

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Wootton Playground Petition (July 2016) – Results Summary

-The petition **circulated** from July 6th 2016 for approximately **4 weeks**.

- The petition at present (2nd August 2016) has **over 520 signatures**. Estimated Count- 550 (10th August 2016)

- 500 signatures was our target because we wanted to match the amount of signatures recorded for a previous petition to construct a Skate Park at the Recreational Grounds. **This amount was sufficient for Wootton Parish Council to agree to that petition's requests and to create the existing Skate Park.** Even though this target was seemingly more difficult for us to achieve because unlike the students advocating the skate park our target audience did not meet in the one venue (e.g. the upper school), we made the petition circulation period short as it is **parents of children under 5 who have been instigating/ manning the signings.**

-Most people who were approached jumped at the chance to sign the petition and some people additionally volunteered to help with gaining further signatures. Overall public feedback suggests that additional equipment and improvements to the existing playground would significantly increase its utilisation and is highly prioritised/desired.

-We believe **there is still significant undocumented support from unapproached Wootton Residents** for this project which has only been untapped due to the difficulty for parents (involved in circulating the petition) to door knock and cover all of Wootton.

- People when signing the petition were all present in Wootton and were either utilising the parks, Medical Centre, Library, Post Office, Village Halls, Schools/Preschools or in a private residence. Whilst most of the **signatures come from residents of Wootton**, relatives and caregivers of children resident in Wootton (and of children who attend Wootton Preschools/Schools/Clubs/Organisations) have also contributed to the petition if they live nearby and are likely to utilise the potential development at the Recreational Ground on a regular basis in the future.

- There was a **considerable amount of people who gave their contact details on the petition**, without nominating themselves for the Playground Development Committee (See below). **These people could be contacted if WPC desire additional feedback/public consultation on this project.**

Playground Development Committee- Members and Nominees

The initial members of this committee who were responsible for circulating this petition and whom have nominated themselves to work alongside Wootton Parish Council in the ongoing process of redeveloping the Recreational Ground playground are:

Emma Brett redacted

Dominic Stanton redacted

Stacey Gittens redacted

The petition also gave opportunity for people to nominate themselves to join this committee in order to work alongside Wootton Parish Council (WPC) in a consultation capacity on this project.

The following **19 people** marked the petition accordingly:

J Atkins redacted

Rachel Moss redacted

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Jaye Sanderson redacted
C Smart redacted
Dee Dillistone redacted
Amy Francis redacted
S Marrows redacted
Dalon Pursey redacted
Mark Atkins redacted
Michael Muloween redacted
M Williams redacted
Fiffen redacted
Abby Rose redacted
L Clarke redacted
E Jacob redacted
Vicky Atkins redacted
S Paul redacted
F Whitney redacted
Hailey Clare redacted
J Cookham redacted

Wootton Playground Petition (July 2016) – Facebook Page

There are **currently 45 members*** (not including Group Leaders) who have joined the Wootton Playground Petition (July 2016) Facebook Page:

<https://www.facebook.com/groups/150479148690327/>

While this page was created to inform people about the petition and to direct people to locations where they could sign it, people who have joined are either showing support for the petition (alternative to a paper signature) and/or are wishing to be informed of the progress and outcomes of the petition and possible redevelopment.

This page could also be utilised as a public consultation page by WPC in the redevelopment process.

Additionally, we received positive feedback/support (Facebook likes and comments) when we posted information about the petition on the following Wootton Facebook Pages:

“Wootton”- <https://www.facebook.com/groups/225422777519868/>

“Berryfields & Jubilee Gardens Wootton Beds”- <https://www.facebook.com/groups/berryfields/>

*2nd August 2016