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WoottonParishCouncilBedfordshire

Minutes of the Meeting of the **Full Council** held on Wednesday 12th April 2017 at 7.30pm in The Memorial Hall, Bedford Road, Wootton.

Open Forum	There were several members of the public present who wished to observe and take part in discussions regarding agenda items FC17/88 and FC17/101. No members of the press were present and so the meeting continued without further adjournment.			Public Bodies (Admissions to Meetings) Act 1960, s1(1).
Present	Cllrs Lloyd (in the chair), Doggrell, Groves, Hall, Hensher, Noakes, O'Dell, Quirk, Regmi and Wheeler. Cllr Wheeler is also the Borough Councillor for Wootton. In Attendance: Sue Playford (Clerk to the Council).			
Absent (no apologies received)				
Agenda no	Agenda item title	Resolution	Action	Power
FC17/84	Apologies for absence. Cllrs Bennett, Bygraves, Groves, Hudson and Wallace.	Resolved to accept.	Clerk to keep on file.	Local Government Act 1972, s85 (1) & Sch 12, Part VI, p40.
FC17/85	Disclosure of local and/or disclosable pecuniary interests. None.	N/A.	N/A.	Localism Act 2011, Ch 7, s31.
FC17/86	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.
FC17/87	To receive a résumé from a resident wishing to be co-opted as a member of Wootton Parish Council (filling one casual vacancy).	The résumé was circulated ahead of the meeting and Hazel Martin was in attendance. Resolved by paper ballot to co-opt Hazel Martin as a member of Wootton Parish Council.	Clerk to take forward.	Local Elections (Parishes and Communities) (England and Wales) Rules 2006 SI2006/3305 r 5(5). Local Government Act 1972, Sch 12, Part VI, p39.

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FC17/88	To receive a brief presentation from members representing the planning consortium undertaking development works within Fields Road South (specifically “Marston Vale Innovation Park”) and to resolve a suitable course of action with regard to Planning Application Ref: 17/00666/MAO.	Appendix A.	All to take forward.	Stakeholder Consultation. Town & Country Planning Act 1990 & subsequent.
FC17/89	Report from outside organisations – for information only. To include a report from BBCllr/Cllr Wheeler. (Appendix 1). To receive crime figures for March 2017. (Appendix 1a).	BBCllr/Cllr Wheeler’s report was circulated ahead of the meeting. He added the report contained Borough-wide information, which was relevant to Wootton. Concerns were noted over the types of reported incidents.	Clerk to keep on file.	N/A.
FC17/90	List of correspondence received (copies of correspondence can be requested from the Clerk) – for information only. (Appendix 2). - Bedford Borough Council – response to a request that s106 developer contributions be used to upgrade bus stops in Wootton, making them disable-friendly (FC17/77). Response states s106 developer contributions cannot be used for this purpose as they relate to a specific Transport Contribution*. - Bedford Borough Council (Overview & Scrutiny Committee) – the following parish councils have confirmed they will also be asking the committee to expand Traffic Management in Bedford Town to Traffic Management in the entire Borough (and investigate and review the same): - Carlton Parish Council; - Clapham Parish Council; - Oakley Parish Council; - Wymington Parish Council. - Highways England East – 2017/18 Maintenance & Improvement Programme. - Wootton Community First Responder Group – confirmation of purchase of protective clothing as per the terms of a grant awarded February 2017 for that purpose.	*Cllr O’Dell voiced his disappointment s106 developer contributions could not be used in that way. He asked if CIL (Community Infrastructure Levy) monies to be used as an alternative. The clerk agreed to take the enquiry to Bedford Borough Council. No further comments received.	Clerk to take forward and keep on file.	N/A.

FC17/91	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 8th March 2017. 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 22nd February 2017. Members of Full Council are asked to receive and adopt the minutes of the advisory Neighbourhood Plan Steering Group meetings held on 22nd February 2017 and 15th March 2017. Members of Full Council are asked to receive and adopt the minutes of the advisory Roads & Footpaths Safety Steering Group meeting held on 18th January 2017. Members of Full Council are asked to receive and adopt the minutes of the advisory Wootton Play Equipment Working Group meeting held on 1st February 2017.	Minutes were received and adopted. Proposed: Cllr Noakes. Seconded: Cllr Doggrell. Resolved by all present. Minutes were received and adopted. Proposed: Cllr Doggrell. Seconded: Cllr Quirk. Resolved by all present. Minutes were received and adopted. Proposed: Cllr Hensher. Seconded: BBCllr/Cllr Wheeler. Resolved by all present. Minutes were received and adopted. Proposed: BBCllr/Cllr Wheeler. Seconded: Cllr Lloyd. Resolved by all present. Minutes were received and adopted. Proposed: Cllr Regmi. Seconded: Cllr Hensher. Resolved by all present.	Clerk to keep on file.	Local Government Act 1972, Sch 12, Part VI, p41 (1).
FC17/92	Matters arising from the minutes to include Issues log review – for information only. - 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.	No further comments received.	Clerk to keep on file.	N/A.

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	- FC15/17 + FC15/115 + FC16/19 + FC17/18 + FC17/47 – Public Spaces Protection Orders/Dog Control Orders. Resolved 11th January 2017 (FC17/18) that the Recreation Ground and Memorial Hall play areas remain as Dog Exclusion Areas. Further resolved 8th February 2017 (FC17/47) that the children’s play area and area of grassland between the community centre and A421 (both within the Berryfields development) both be considered by Bedford Borough Council as additional Dog Exclusion Areas. Bedford Borough Council refused the additional requests. Move to close. - FC15/39 + FC16/247 + FC17/81 – Neighbourhood Plan. Resolved 8th March 2017 to appoint Bedfordshire Rural Communities Charity to produce a Housing Needs Survey and Green Infrastructure Plan. See agenda item FC17/107 + FC17/108. - FC17/83 – Community Centre at Berryfields. FC16/139 + FC16/221 + FC16/248 + FC16/299 + FC17/60 – Memorial Hall play area (Fields in Trust - FIT). The commemorative plaque is now in situ. Move to close. - FC16/159 – RoSPA inspection reports. Resolved 13th July 2016 (FC16/159) the Clerk take findings forward with the relevant contractors for remedial action. Ongoing works include infilling a MUGA goal mouth, removal of compacted earth adjacent to the kick wall and re-aligning an ill-closing gate at the Memorial Hall recreation area. Contractors have been appointed and the Clerk is awaiting start/finish dates. - FC16/169 + FC16/251 + FC17/53 + FC17/75 – Wootton in Bloom. Sites have now been determined as Bedford Road, Cause End Road/Bedford Road junction and Mephram Road/Bedford Road junction. Clerk awaits street licences from Bedford Borough Council. - FC16/222 + FC16/242 + FC17/20 – Berryfields ditch. Resolved 14th September 2016 (FC16/222) to undertake a full risk assessment ahead of any other course of action. A Health & Safety risk assessment and covering letter have been sent to members of Bedford Borough Council, Persimmon Homes and RoSPA. Resolved 11th January 2017 (FC17/20) to note the			
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	disappointing content of RoSPA's report and review the situation in six months' time, in the hope remedial works are complete. • FC16/271 – Community Infrastructure Levy Funds (£22,346.57). Resolved 9th November 2016 (FC16/271) and 14th December 2016 (FC16/304) to consider the following: •Memorial Hall replacement flooring; •Neighbourhood Planning costs. • FC16/273 – Disclosure and Barring Service (DBS) checks. Resolved 9th November 2016 (FC16/273) the Clerk only (as CCTV Data Controller), undergo a check – results to be given to the Chairman/Vice-Chairman. Clerk has completed all checks which were satisfactory. Move to close. • FC17/43 – Bedford Borough Council Overview and Scrutiny Committees. Resolved 8th February 2017 (FC17/43) that the following be considered/investigated by Bedford Borough Council: •Traffic Management in Bedford Town – to be widened to include the entire Borough; •Investigation into the effect of planning on local communities. The Clerk was instructed to request other parish/town councils ask for the same investigations. See agenda item FC17/90. • FC17/46 – Management of green spaces and play areas within Berryfields. Cllr Regmi will provide the Clerk with a copy of her deeds, detailing the exact contract terms and conditions between residents and Greenbelt. Once known a way forward will be determined. Deeds contain no get-out clause meaning the parish council cannot take further action. Move to close. • FC17/77 – Request that Bedford Borough Council agree to use s106 developer contributions to upgrade bus stops in the village – making them disable-friendly. See agenda item FC17/90.			
FC17/93	Chairman's report – for information only.	Cllr Lloyd reported members needed to be the face of the council, given they were elected by the public and were the decision makers. He wanted all to have more involvement with Facebook and	All to take forward.	N/A.

		councillor surgeries – he would be making better use of Twitter. The clerk agreed to bring the schedule of councillor surgeries back to June's full council meeting for a further update. It was suggested the surgeries needed more advertising – via noticeboards, website and Facebook page.		
FC17/94	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.
FC17/95	To receive the Action Plan from the (advisory) Roads & Footpaths committee and to resolve a suitable course of action. (Appendix 4).	Cllr Lloyd confirmed the committee would still be pushing for a footpath on the south-side of Fields Road.	Clerk to keep on file.	N/A.
FC17/96	To receive the attached Generic Guide to Finance document, to be used in conjunction with agenda items FC17/97-99 below.	No further comments received.	Clerk to keep on file.	N/A.
FC17/97	Schedule of receipts and payments – statement(s) 36 (Unity Trust Bank Ltd) as previously approved by the Finance & General Purposes committee – for information only. (Appendix 5).	No further comments received.	Clerk to keep on file.	Governance and Accountability for Smaller Authorities in England 2016.
FC17/98	To receive and verify the attached bank reconciliation(s) (to be signed by two members who are not authorised signatories).	Resolved to receive and verify – signed by Cllrs Hall and Noakes. Proposed: Cllr Noakes. Seconded: BBCllr/Cllr Wheeler. Resolved by all present.	Clerk to keep on file.	Governance and Accountability for Smaller Authorities in England 2016.
FC17/99	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.
FC17/100	To review the Strategic Action Plan for 2016-17 and receive an update from all relevant councillors regarding ongoing projects for 2016-17. (Appendix 6).	Cllr Doggrell confirmed Keeley End Pond had been cleared, weeded and seeded and there was now a distinct pathway within that area. Bat and bird boxes needed to be installed as did a duck house. All present agreed the area was much improved.	Project managers to take forward. Clerk to keep on file.	Localism Act 2011, Ch 1, s1-8.

		No other updates were provided. Resolved to accept the SAP and information above. Proposed: Cllr Hall. Seconded: Cllr Doggrell. Resolved by all present.		
FC17/101	To receive a report from the Clerk following Facebook messages regarding verge/footpath parking and to resolve a suitable course of action.	Appendix B.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
FC17/102	To consider a response to the National Association of Local Councils in relation to its consultation following publication of Central Government's recent Housing White Paper (February 2017) and to resolve a suitable course of action.	Resolved Cllr Lloyd and the clerk respond to the consultation on behalf of the parish council. Proposed: Cllr Noakes. Seconded: Cllr Doggrell. Resolved by all present.	Cllr Lloyd and the clerk to take forward.	Stakeholder Consultation.
FC17/103	To consider a response to the Environment Agency in relation to its consultation on an Environmental Permit Application made on behalf of Covanta Energy Ltd and to resolve a suitable course of action.	Cllr Lloyd urged all present to respond individually to the consultation. Resolved Wootton Parish Council would object to the Environmental Permit Application on the grounds that toxic emissions and noise/light pollution would increase. Further resolved Wootton Parish Council would add its name to a joint response to the same consultation, as part of the group "23 Town & Parish Councils". Proposed: Cllr Noakes. Seconded: Cllr Hall. Resolved by all present.	Clerk to take forward.	Stakeholder Consultation.
FC17/104	To revisit an earlier response to Bedford Borough Council in relation to a variation application for a Street Trading Consent following the receipt of fuller information and to resolve a suitable course of action.	Cllr Noakes stated as Wootton already had a fish and chip shop, the parish council should lend its support to that – especially as the proposed route for the Street Trading Consent included a stop outside the shop and didn't include other areas further away from the shop (Berryfields,	Clerk to take forward.	Stakeholder Consultation.

		Little Wootton and Potters Cross). It was also believed the timings for each stop were unachievable. Health and Safety concerns were also raised – as it was understood cooking would take place whilst in transit between sites. Resolved to object to the Street Trading Consent. Proposed: Cllr Noakes. Seconded: BBCllr/Cllr Wheeler. Resolved by all present.		
FC17/105	To receive a quarterly inspection report from Dura Sport (Leisure Care) Ltd with regard to the MUGA (Multi Use Games Area) flooring and to resolve a suitable course of action.	Resolved to accept the report without further comment. Proposed: Cllr Hall. Seconded: Cllr Doggrell. Resolved by all present.	Clerk to keep on file.	Localism Act 2011, Ch 1, s1-8.
FC17/106	To consider a request from Mesdames Lovell and Spelman that the terms of the recently approved paddock lease agreement between them and Wootton Parish Council be amended and to resolve a suitable course of action.	Resolved not to permit the amendment and to leave the terms as currently detailed. Proposed: Cllr Doggrell. Seconded: Cllr Quirk. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
FC17/107	To receive a recommendation from the (advisory) Neighbourhood Plan Steering Group that APC Planning (Sally Stroman) be appointed to aid in the production of the Neighbourhood Plan.	Resolved to accept the recommendation to appoint APC Planning (Sally Stroman) to aid in the production of the Neighbourhood Plan. Proposed: Cllr O'Dell. Seconded: Cllr Hensher. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
FC17/108	To receive a recommendation from the (advisory) Neighbourhood Plan Steering Group that Regeneration Positive (Trevor Roff) be appointed to aid in the production of the Neighbourhood Plan.	Resolved to accept the recommendation to appoint Regeneration Positive (Trevor Roff) to aid in the production of the Neighbourhood Plan. Proposed: Cllr Hall. Seconded: Cllr Doggrell. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

Meeting closed at 9.15pm.

FC17/89

Borough Councillor Update: April 2017

Black Cat / A428

Highways England is holding a consultation between the 6th March – 23rd April 2017 on proposals to improve the Black Cat roundabout and provide a new dual carriageway to Caxton Gibbet.

The consultation document puts forward 3 options for consideration for the A428, as outlined below:

Orange route

- The route would run east of Black Cat roundabout across the River Great Ouse.
- It changes to a north direction after crossing the East Coast Mainline, past Cambridge Road where it crosses the existing A428 and runs east towards Caxton Gibbet.
- This route also includes additional improvements at Cambridge Road junction.

Purple route

- The route runs from Black Cat roundabout across the River Great Ouse and the East Coast Mainline towards Abbotsley.
- It bypasses Abbotsley in a north-east direction, continuing north-west of Great Gransden, south of Eltisley, and joins the current A428 at Caxton Gibbet.

Pink route

- The route runs from Black Cat roundabout across the River Great Ouse and the East Coast Mainline towards Little Gransden, moving north-east where it bypasses Abbotsley to the south.
- The route then continues in a north-east direction between Great Gransden and Eltisley where it changes to a north direction towards Caxton Gibbet.

There are also 3 options to upgrade the Black Cat roundabout, set out in the consultation document which can be seen in the consultation document at this link: <https://highwaysengland.citizenspace.com/he/a428-black-cat-to-caxton-gibbet/>

Infrastructure

Amphill Road and Wixams Railway

The Government announced in March that a scheme to alleviate chronic congestion on Bedford's Amphill Road will receive funding.

Last year the Government invited bids for new schemes to receive funding through its Local Growth Funds to boost regional economies. Bedford Borough Council subsequently put forward a bid, via the South East Midlands Local Enterprise Partnership (SEMLEP), a public / private group responsible for driving economic growth, to receive just under £5m to improve Amphill Road's traffic flow.

The Southern Gateway project, as it is known, is set to use new technology to link traffic signals, thus enabling them to respond better to congestion. It also includes a planned revision of the road network that could see cycle lanes and footways moved to bridges adjacent to the road, which would allow an additional lane for traffic.

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Appendix 1

The Government subsequently announced that £59m will be allocated to the South East Midlands region to fund new schemes including the Bedford Southern Gateway. The estimated total cost of the project is £5.4m, including a £600k allocation from the Council. The Council has said its plans are flexible depending on the resources available.

SEMLEP will now undertake a 'due diligence' process to establish how much each of the schemes will receive.

Unfortunately, a bid to move forward long-awaited plans for a train station at Wixams was not included on the shortlist. Nevertheless, an additional bid has been made to the Government under a pot of funding for new railway stations.

Bedford Town Centre

A meeting of councillors in March heard that an £11m scheme to alleviate congestion in Bedford town centre has still not moved any further forward.

In 2014 the Council submitted a bid for Government funding to alleviate traffic congestion. This included plans for a new £30m river crossing at Batts Ford, connecting River Street on the northern side of the river with Kingsway on the southern side.

In 2015 the Government announced that the Council's bid had been successful and would receive £11m. The funds are currently being held by the Department for Transport.

Of relevance to the exact details of the scheme is Network Rail's plans to rebuild the bridges over the railway at Bromham Road and Ford End Road as part of the electrification of the Midland main line. The meeting heard that discussions between the Council and Network Rail to co-ordinate their respective schemes had not yet been fruitful.

Rural Policing

The Bedfordshire Police & Crime Commissioner, Kathryn Holloway, announced last month the establishment of a new rural crime unit.

Operation Sentinel Rural will see a team of an Inspector, Sergeant, 4 Police Constables and 4 Police Community Support Officers focus on rural policing issues. It was also announced that the unit will have use of a drone which will be used to acquire evidence. For more information see http://www.bedfordshire.pcc.police.uk/rural_crime_unit

Mobile Library

The Council has launched a public consultation on the future of its Mobile Library and Library Link services.

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Appendix 1

The Mobile Library currently visits 40 communities with 182 stops per month. The Library Link service has 20 routes and visits housebound individuals' homes, residential homes and sheltered accommodation units.

According to the consultation page on the Council's website, a proposed new timetable 'will mean some stops will be more frequent and some less frequent'. The timetable and further information can be viewed via www.bedford.gov.uk/mobileconsultation.

The consultation will end on the 9th June. You can respond to consultingbedford@bedford.gov.uk or by writing to the Council at: Consulting Bedford, Borough Hall, Cauldwell Street, Bedford, MK42 9AP

Homelessness Grant

The Council is to administer a £623k Government grant to provide assistance to rough sleepers.

The grant will fund in the next 2 years a Rough Sleeper Street Outreach Service across Bedford Borough, Central Bedfordshire, Luton Borough and Milton Keynes.

The Council will use the monies to commission organisations across these areas to provide increased support around accommodation, health and benefits. This includes the use of 'Crisis Intervention Workers' who will be tasked with providing intensive support in complex cases.

It is hoped that the grant will support around 700 people across the region. In November, the Council's annual Rough Sleeper Evaluation estimated that there were 59 people rough sleeping on any given night; up from 17 in 2011. The grant will, therefore, offer timely assistance.

Domestic Abuse

Last month the Council publicised its joint website, with Central Bedfordshire Council, to assist those requiring advice in relation to domestic violence issues.

The Bedfordshire Domestic Abuse Partnership website is now said to be more user friendly and interactive. The site, <https://bedsdv.org.uk/>, saw a 1296% increase in visits in the past 6 months after it was relaunched in September.

Local Plan Consultation

As a reminder, a consultation will be held from the 18th April – 2nd June on the Council's Local Plan 2035. For more information see www.bedford.gov.uk/localplan2035.

Cllr John Wheeler

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FC 17/89a March 2017		
Offence Class Description	First Committed	Address
ASSAULT OCCASIONING ACTUAL BODILY HARM (OAPA SECTION 47)	29/03/2017 14:30	ST. MARYS ROAD WOOTTON
BURGLARY IN A DWELLING	14/03/2017 19:00	ASHPOLE AVENUE WOOTTON
COMMON ASSAULT	12/03/2017 22:30	GROVEBURY COURT WOOTTON
CRIMINAL DAMAGE - OTHER PROPERTY (NOT BUILDINGS)	01/03/2017 19:00	ASHPOLE AVENUE WOOTTON
CRIMINAL DAMAGE - OTHER PROPERTY (NOT BUILDINGS)	27/03/2017 08:00	ST. MARYS ROAD WOOTTON
DANGEROUS DOG INJURE PERSON OR ASSISTANCE DOG - IN ANY PLACE (WHETHER PUBLIC OR NOT)	07/03/2017 18:30	FIELDS ROAD WOOTTON
DOMESTIC	27/02/2017 16:00	
DOMESTIC	19/03/2017 08:04	
DOMESTIC	20/03/2017 09:40	
HARASSMENT	08/03/2013 07:00	
HARASSMENT	27/03/2017 16:10	
PUBLIC ORDER - HARASSMENT ALARM OR DISTRESS (POA 1986 S. 5)	01/03/2017 14:30	BEDFORD ROAD WOOTTON
SENDING DISTRESSING POST	01/03/2017 00:00	
THEFT IN A DWELLING OTHER THAN FROM AUTOMATIC MACHINE OR METER	08/03/2017 23:40	TITHE BARN ROAD WOOTTON
THEFT OF PEDAL CYCLES	05/03/2017 23:00	CHURCH ROAD WOOTTON
USING CHLOROFORM ETC TO COMMIT INDICTABLE OFFENCE	08/03/2017 09:00	STUDLEY ROAD WOOTTON
USING CHLOROFORM ETC TO COMMIT INDICTABLE OFFENCE	08/03/2017 09:00	STUDLEY ROAD WOOTTON

FC17/90 Schedule of correspondence			
Date received	Type	From	Brief details
6.3.17	Letter and enclosure	Bedford Borough Council	Monthly Electoral Register updates - March 2017
6.3.17	Letter and enclosure	Bedford & Milton Keynes Waterway Trust	Spring 2017 newsletter
9.3.17	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 - 27th February 2017 - 3rd March 2017
13.3.17	Email	Bedford Borough Council	Planning weekly list - revised format
14.3.17	Email	Bedford Borough Council	Applications/Notices received by the Authority under the Licensing Act 2003 and Local Govt (Misc Provisions) Act and the Gambling Act 2005 - 6th March 2017 - 10th March 2017
14.3.17	Email	Bedfordshire Police	Community Newsletter - Op Sentinel Rural
21.3.17	Email	Bedford Borough Council	Planning weekly list - revised format
27.3.17	Email	Bedford Borough Council	Applications/Notices received by the Authority under the Licensing Act 2003 and Local Govt (Misc Provisions) Act and the Gambling Act 2005 - 13th March 2017 - 24th March 2017
4.4.17	Email	Bedford Borough Council	Planning weekly list - revised format

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FC17/94

Planning & Environment Committee report

8th March 2017

Report from outside organisations – for information only

Bedford Borough Council. Proposed temporary road closure – Green Lane, Stewartby. From a point approx. 20 metres east of the level crossing to a point approx. 20 metres west of the level crossing. Anticipated to be in operation between 2200hrs Saturday 18th March 2017 and 0400hrs Monday 20th March 2017 – 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.

Bedford Borough Council – Wilshamstead Parish Council. Bedford Borough Council has designated Wilshamstead 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. As a result of the designation, Wilshamstead Parish Council will be able to proceed to prepare a Neighbourhood Development Plan/Order.

Matters arising from the minutes – for information only

See 29th March 2017.

Planning Applications – for resolution

[17/00375/FUL](#) – 41-43 Cause End Road – refurbishment and extension of the existing cottages and the construction of three additional detached dwellings, together with off-road parking, private amenity space and associated landscaping.

Resolved **NO OBJECTIONS** but to make the following observations:

- Bedford Borough Council (as the local planning authority) must consider any adverse impact the proposal could have on an adjacent listed building;
- Concerns were raised over vehicles entering and leaving the site – its location (near to the entrance for Lorraine Road) created crossroads, it was near a busy location (shop) and on a main bus route. Bedford Borough Council must consider the height of any fencing in that area.

(Resolved by majority vote. Cllr Doggrell abstained from voting).

29th March 2017

Open Forum

One member of the public was present who wished to pass on observations on two issues:

- A new play area currently being developed within Berryfields, alongside the A421*;
- Agenda item P17/73 (17/00666/MAO)**.

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She began by raising concerns the play area fencing was not high enough, potentially enabling footballs to be kicked onto the A421*. Her wish was for the height to be reviewed, with consideration to higher metal fencing suitably designed to prevent balls being kicked over. (The request will be brought back to the next meeting of this committee as a formal agenda item).

She then raised a concern over the access point into the proposed industrial area (within Fields Road South (FRS) – as listed above)**. The only means of access for all industrial traffic was via the bridge near the lower school and pupils would be crossing Fields Road twice daily. Additional housing at FRS would add to the issue, as would traffic visiting the proposed hotel, public house and crèche. Her suggestion was for another access point for industrial traffic – a separate slip road leading to the industrial area from the A421 would take that traffic away from the lower school. Cllr Noakes stated he intended to raise the same concerns during that agenda item. The resident was given contact details on who to pass objections and comments to at Bedford Borough Council regarding the planning application and was encouraged to ask others with the same concerns to do the same. Her comments were appreciated by all present and having been thanked for attending, she then left the meeting.

Report from outside organisations – for information only

Bedford Borough Council. Proposed temporary road closure – Manor Road, Kempston Hardwick. From a point approx. 20 metres south of the level crossing to a point approx. 20 metres north of the level crossing. Anticipated to be in operation between 2300hrs Saturday 8th April 2017 and 0400hrs Monday 10th April 2017 – specific dates will be advertised locally closer to the time. **Due to the nature of the work it will not be possible for emergency service vehicles to go through this closure.**

List of correspondence received – for information only

Bedford Borough Council. Response to Cllr Quirk's report on a potentially dangerous ditch, dated 27th February 2017. Andy Prigmore, Service Manager (Highways), Bedford Borough Council has responded stating there was never a fence alongside that ditch and there are no plans to install fencing alongside the ditch at this time.

Cllr Quirk reported in response to Andy Prigmore's findings, a danger had been presented now the hedge had been cut back – the ditch was deep enough to present a danger to anyone falling in, particularly those with limited mobility. He requested Cllr O'Dell be made aware (as Disability, Equality and Access Officer, Bedford Borough Council) in the hope he could provide fuller information. Cllr Quirk was further concerned no risk assessment had been undertaken and it was agreed the Clerk request the same from Bedford Borough Council, as owners of the ditch.

Matters arising from the minutes – for information only

- 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. A Roads & Footpaths Safety Steering Group is now taking all issues forward. Move to close.
- 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.

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- P16/150 + P16/177 + P16/269 + P17/13 + P17/36 – Visual Tree Inspection. Resolved 26th October 2016 (P16/269) to undertake all priority 1 works. Resolved 11th January 2017 (P17/13) to request the parish council insurance company to liaise with the owners of Wootton House regarding a fallen ash tree at St. Mary's churchyard. Both issues ongoing.
- P16/175 – Popes Way. Bedford Borough Council have completed works to overhanging trees and are investigating the infill of an adjoining 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 Wootton Parish Council (WPC). The Clerk has visited Bedfordshire Archives and Records Service (7th February 2017) in the hope of finding historical evidence that WPC has maintained that area – this will aid in the registration process. Bedford Borough Council are currently liaising with a local resident regarding the piping and infilling of the ditch.
- P16/216 + P16/256 – Tithe Barn Road footpaths. Resolved 12th October 2016 (P16/256) that remedial works be undertaken to both footpaths – to include cutting back all overhanging shrubs, new tarmac surfaces and new kissing gates to be sited at the Tithe Barn Road end of both footpaths. Clerk is still awaiting quotations. The Clerk also aims to register both footpaths in the name of WPC. The Clerk has visited Bedfordshire Archives and Records Service (7th February 2017) in the hope of finding historical evidence that WPC has maintained that area – this will aid in the registration process.
- P16/229 – Street lighting Risk Assessment. Resolved 14th September 2016 (P16/229) to request Bedford Borough Council undertake annual risk assessments. The Clerk and Cllrs Quirk and Wheeler met with BBC Highways on 16th January 2017 – a proposal including costings for Bedford Borough Council to take over all street lighting columns now cannot be considered by them until March 2018. Clerk is seeking quotations from other contractors to undertake risk assessments.
- P16/244 – Remedial works to footpaths at St. Mary's Church cemetery. Resolved 28th September 2016 (P16/244) to seek quotations to re-lay the surface tarmac or use a cold finish surface on the one footpath leading from Church Road to St. Mary's Church North Entrance. Clerk is still awaiting quotations.
- P16/268 + P17/50 – New bench opposite the Cock Inn PH, Bedford Road. Resolved 26th October 2016 (P16/268) to re-site the bench previously destroyed – bench is due to be sited imminently and (subject to family approval) will include a memorial plaque in recognition of the late Bill Brady*.
- P17/37 – Tender documents for Grass Cutting and Cemeteries Maintenance. See agenda item P17/77.
- P17/51 – Potentially dangerous ditch alongside the "Little Wootton" development, Hall End. Resolved 22nd February 2017 (P17/51) to send Bedford Borough Council a copy of Cllr Quirk's findings. Please see agenda item P17/69.
- P17/53 – Appointment of a contractor to undertake tree works at Lorraine Road cemetery. Resolved 22nd February 2017 (P17/53) to appoint Albion Tree Surgeons at cost to the resident. Further resolved to revisit the area with a view to undertaking further works once the tree works are complete (works due 23rd March).
- n/a – Cllrs Lloyd, Quirk and Wheeler plus the Clerk met with members from Bedford Borough Council's Highways department and the owner of 50 Cause End Road, to resolve ongoing issues regarding the infilling of a ditch alongside Popes Way Green and placement of his front/side boundary fencing. Bedford Borough Council instructed the owner to take down the fence panels (possibly pending an application to purchase highways land) and gave recommendations on how best to infill the ditch to ensure surface water continued to drain appropriately. This has not been undertaken and Bedford Borough Council are taking enforcement action**.

* Cllr Lloyd confirmed the bench was now in place and the Clerk was awaiting suitable wording for a memorial plaque from the family of the late Bill Brady.

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**Cllr Quirk reported the fencing remained in place (and tarmac had also been added) – despite the homeowner confirming to members of the Parish and Borough Council he would remove the panels. Given Cllr Quirk had reported the same to concerned residents, he asked for assurances from BBCllr/Cllr Wheeler that the Borough Council intended to pursue this. BBCllr/Cllr Wheeler confirmed the Borough Council would be implementing an enforcement order to remove the same.

Planning Applications – for resolution

[17/00666/MAO](#) – Land South of Fields Road – Hybrid application comprising full planning application for means of access, Plots 1E-F and 6 (Class B1c light industrial/B2 general industrial/B8 storage and distribution) access, parking, drainage, landscaping and associated works. Outline planning application for Plots 1A-D (Class A3 food and drink/A4 public house/C1 hotel/D1 crèche) Plots 2 and 3 (Class B1A office/B1B research and development/B1C light industrial) and Plots 4 and 5 (Class B1C light industrial/B2 general industrial/B8 storage and distribution) access, parking, drainage, landscaping and associated works.

BBCllr/Cllr Wheeler stated he had recently met with representatives of the planning consortium to discuss the proposal and the following wished to make a presentation on the proposal:

- Simon Flisher (Barton Willmore, Planning & Design Consultancy)*;
- Jason Harris (Goodman Logistics)*;
- Steve Lee (Goodman Logistics)*;
- Barry Chinn (Landscape architects)*.

Given the size of the proposal, BBCllr/Cllr Wheeler sought permission from committee members present to defer discussions until Full Council on 12th April 2017 – this would allow **all** members opportunity to comment and would also enable those listed above* to their presentation to all members. It would also be opportunity for the comments raised under Open Forum to be detailed during that presentation. BBCllr/Cllr Wheeler further confirmed the deadline for comments on the proposal had been extended to 22nd May 2017.

The following comments were noted:

- Initial proposals were for a LIGHT industry area – this seemed HEAVY give the size of the end warehouse facility;
- The proposed canal route had changed – it now terminated at the end warehouse and went into the proposed housing estate;
- The proposed road appeared flat. Given its location alongside the canal a bridge was needed, which couldn't support industrial traffic;
- A proposed marina no longer featured – it was thought this was a valued asset which would generate tourism and trade income to the parish;
- The crèche was situated at the beginning of the industrial area, meaning industrial traffic would pass on a regular basis. Accidents were a concern, especially at crèche drop-off and pick-up times;
- The map provided was not to scale;
- Concerns were raised over the proposal to “sink” the end warehouse into the ground, to lessen its impact on surroundings and horizon as it was understood the water table was only one metre below surface.

Resolved this application be deferred as detailed above and considered by Full Council on 12th April 2017.

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Further resolved the Clerk provide members with all relevant links to the planning application ahead of Full Council to enable all comments/objections/concerns to be collated ahead of that meeting. They, along with points raised during Open Forum would be considered during the presentation and subsequent agenda item discussions.

Planning Refusals (by Bedford Borough Council) – for information only.

17/00231/FUL – 80-82 Keeley Lane – erection of new infill dwelling following demolition of garage.
This council previously resolved **NO OBJECTIONS**.

Planning (other – including Bedford Borough Council and the Secretary of State) – for information only.

16/02268/FUL – Hall End House, 66 Hall End Road – proposed change of use of small part agricultural land to domestic use with proposed 'log cabin' for use as playroom/storeroom and convert existing building to be used as family annexe.
Appeal made to the Secretary of State under Section 78 of the Town & Country Planning Act 1990.
This council previously recorded **AN OBJECTION**.

Resolutions

P17/77 – Resolved to appoint J Dennis Garden & Property Maintenance to undertake the Cemeteries Grass Cutting and Grounds Maintenance contract for the period 1st April 2017 – 31st March 2020.
Resolved to appoint A R Worboys Ltd to undertake the Grass Cutting (Amenities and Highway) contract for the period 1st April 2017 – 31st March 2020.

Sue Playford
Clerk to the Council
3rd April 2017

FC17/95**ROADS AND FOOTPATHS SAFETY STEERING GROUP PROJECT ACTION PLAN 2016-17**

Wootton Parish Council (WPC) publishes a Strategic Action Plan annually in May, drawn from the budget which is formally set in January and which includes project expenditure for the upcoming year.

The Roads & Footpaths Safety Steering Group committee will produce its own project plan, to be reviewed and amended as necessary at each committee meeting, after which it will be formally reviewed and approved by Full Council, alongside the Strategic Action Plan.

The Roads & Footpaths Safety Steering Group committee's projects for 2016-17 are:

Issue	How identified?	Timescale	Budget	Action/Update	Project Manager
Berryfields footpath via Potters Cross – lack of continuity between Potters Cross and Bedford Road	Committee discussion and TI	Mar 17	TBC	Pavement to be installed at the Berryfields entrance/exit in Potters Cross – as far as Bedford Road. Persimmon will tarmac and add bollard(s) – unclear as yet whether they or Bedford Borough Council (BBC) will install lighting. Following a meeting with Andy Prigmore (AP - Service Manager, Highways, BBC) on 15 th March 2017, it remained unclear whether the footpath would now extend as far as Bedford Road due to width restrictions and who would install lighting	To be appointed
Bus stops – upgrade to ensure stops are disable-user friendly	SO	TBC	TBC	WPC resolved 8 th March 2017 (FC17/77) to request s106 Developer Contributions be used at six bus stops for all necessary works (including tactile paving and raised kerbs). WPC also requested an additional bus stop near the proposed pedestrian crossing on Fields Road (medical centre side)	To be appointed

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Cranfield Road footpath – too narrow to accommodate pedestrians exiting via Barnes Road	Committee discussion and GL	Mar 17	TBC	Pinch point is outside the old cottages just before the new double mini-roundabout and the Fields Road South (FRS) development will see many pedestrians existing onto Cranfield Road via Barnes Road. AP confirmed the pinch point had been identified but works at present were simply to access the site. Trigger points and therefore timescales were not yet known. JW expected to know more about schedules and timings in a week	To be appointed
Church Road footpath – too narrow in parts	Committee discussion and CB	Mar 17	TBC	Andy Prigmore to be questioned at the committee meeting on 15 th March 2017. AP confirmed the pinch point had been identified alongside the one above – the same information applied. He added land would be taken from highway NOT privately owned land	To be appointed
Fields Road footpath – concerns over shared access space between vehicles and pedestrians	Committee discussion and TI	Mar 17	TBC	GL detailed how the new development at Fields Road South (FRS) would see residents exiting the development via Summerfield Drive onto Fields Road, which they would have to cross to reach the only footpath. Was it possible to have a footpath on the south side of Fields Road, ideally from the Murco garage to the medical centre. AP explained Riparian Law did not cover ditches (it was disputed whether this was a ditch rather than a watercourse), meaning BBC were only responsible for the land to the north edge of the ditch. That, and the risk of pedestrians falling into the ditch meant a footpath in that area was not an option as it wouldn't be wide enough either. GL added a request from WPC to pipe and	To be appointed

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Appendix 4

				infill the ditch had been rejected by BBC in the past. s106 Developer Contributions would be available for works to improve the existing footpath, however	
Lack of safe route to/from school – (Harris Way/Bedford Road sites)	Committee discussion and TI	Jan 18	N/A	TI previously detailed his wish for a safe route between both sites via Monoux Road. It was previously noted Monoux Road residents were already concerned with littering and a good number had attended WPC meeting(s) to strongly object to any such proposal. TI had then stated the possibility of a gated area with a Public Space Protection Order. Now Potters Cross was open, agreed to leave this on file for 12 months. Any further spend should be put towards ongoing improvements to the Potters Cross route, rather than creating further one(s)	N/A
Pedestrian crossing on Bedford Road between Mephram Road and Cause End Road roundabout	Gerald Bygraves (non-committee member)	Mar 17	TBC	Request was made by residents from Hanover Court as they struggle to cross Bedford Road due to speeding traffic. AP confirmed BBC could survey the area and look at the potential for demand, and assess those likely to use one. It was noted in addition to residents at Hanover Court, a crossing would be used by children walking to Bizzy Bees and also Harris Way lower school (via Potters Cross). Costs would be in the region of £10k for an island, £40k for a zebra crossing and £85k for an electronic-style crossing. WPC would have to formally approve any proposal before taking further action	To be appointed

Appendix 4

Recruitment of volunteers to assist with gathering ideas, information and signatures	Committee discussion	Mar 17	TBC	Previously resolved to action: • Sort survey page (GL); • Add information to WPC's Facebook page (SP); • Add information to WPC's website (SP); • Add information to "Stop Proposed Housing" and "Wootton Past & Present" Facebook pages (GL); • Add information to "Berryfields" Facebook page (TI). Further information on speed restrictions was needed before actioning the above (see *) after which discussions were needed regarding petitions/consultations ahead of completing this PAP	To be appointed
Speed restrictions – identifying what would work best and in what areas	Committee discussion	Mar 17	TBC	GL previously produced a list of pros and cons and TI detailed Sustrans (Safe Routes concept), providing information on surface treatments, kerb buildouts and 'change in priority' markers (like chicanes). The preferred speed restriction for Wootton was Average Speed Cameras (ASC's). It was noted ASC's had worked well in other parishes and AP confirmed they were most effective in reducing speeding. It was important to ensure their locations did not permit vehicles to use other routes – it was noted cars only travelling along a section of cameras before turning into side streets would still travel at reduced speed if they were following others passing through the village in its entirety.	To be appointed

Appendix 4

				AP recommended four sets of cameras at the following locations: • Bedford Road – between Keeley Lane and Mepham Road and also Mepham Road to Cause End Road; • Bedford Road – between Cause End Road and Fields Road; • Fields Road – to the village exit. It was noted WPC would need the support of residents before proceeding further, and police support also. Speeding data recorded is validated at police HQ and is labour-intensive as it has to be done manually. All monies raised go to central government. Costings were expected to be in the region of £90k and BBC received no funding from central government. As a result, no installations were currently ongoing although funding may be available in the future. AP was unsure on timescales but did suggest WPC consider using Community Infrastructure Levy (CIL) monies. To move forward AP suggested SP contact John Loughlin (Traffic Management Police) to arrange for a black box (traffic data recording device) to be installed at appropriate points in Bedford Road and Fields Road to collate speed statistics. This evidence base and possibly petition(s) would highlight the community's wish for ASC's (john.loughlin@bedfordshire.pnn.police.uk)	
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To be reviewed at each committee meeting.

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FC17/97

Unity Trust Bank Ltd - Receipts & Payments presented - 1st March 2017 -1 st April 2017				
Credit	Debit	To/From	Description	Authorised using Clerk's delegated powers ACM16/22
£ 30.00		M Flynn Builders	Wootton news advertising	N/A
£ 30.00		A R Sports Rehab	Wootton news advertising	N/A
£ 30.00		All Things Green	Wootton news advertising	N/A
£ 40.00		Wootton Rangers FC	MUGA hire	N/A
£ 30.00		L Ward bookkeeping	Wootton news advertising	N/A
£ 20.00		Wootton Rangers FC	MUGA hire	N/A
	£ 200.94	Eon	Changing room electricity	No
£ 30.00		P Jackson decorator	Wootton news advertising	N/A
	£ 53.00	Bedford Borough Council	Cemetery rates	No
£ 240.00		Mr & Mrs Campion	Plot reservation Lorraine Road cemetery	N/A
	£ 118.76	Wootton Community First Response	Grant monies for clothing	No
	£ 26.40	EE & T-Mobile	Clerk's mobile	No
	£ 28.44	BT	Phone line	No
	£ 15.33	Anglian Water	Allotments water rates	No
	£ 35.04	BT	Broadband	No
	£ 100.00	Anglian Water	Changing rooms water rates	No
£ 80.00		Wrighton & Barker	Memorial late E Pestell	N/A
£ 200.00		Stewartby Parish Council	Cemetery fees 2016-17	N/A
£ 80.00		Wootton Village FC	MUGA hire	N/A
	£ 342.50	S Brown Electrical Contractor	Remedial works and PIR report - changing rooms and toilet block	Yes
	£ 894.00	F A Bartlett Tree Experts	Tree works Keeley End Pond	Yes
	£ 1,160.00	Neil Gates	Jubilee gardens clearance works	No
	£ 2,170.00	Society of Local Council Clerks	Clerk's training - Community Governance Level 5	No

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Appendix 5

	£ 90.00	A J Bookkeeping Services	Payroll Q4 2016-17	No
	£ 96.00	Scott Carpentry	CCTV shelving - Memorial Hall	No
	£ 103.56	Wootton Church & Poor's Land Charity	50% recycling credits Q3 2016-17	No
	£ 123.38	Viking Direct	Stationery and postage stamps	Yes
	£ 158.31	Viking Direct	First Aid Kit, refuse sacks and stationery	Yes
	£ 160.00	Wootton Good Neighbour Scheme	Grant monies for mobile phone	No
	£ 200.00	Autism Bedford	Grant monies for play scheme	No
	£ 4,027.39	Wages Mar 2017		
	£ 216.21	Bedford Borough Council	Trade refuse Lorraine Road cemetery	No
	£ 300.00	Wootton New Life Methodist Church	Office rent	No
	£ 420.00	Dura Sport (Leisure Care) Ltd	Power sweep and sand redistribution/maintenance to MUGA flooring	No
	£ 762.00	A R Worboys Ltd	Grass cutting various sites, clearance works at Keeley End Pond and RoSPA works at various sites	No
	£ 950.00	J Dennis Garden & Property Services	Cemeteries maintenance	No
	£ 1,260.00	Bespoke Media	Newsletter graphic design, printing and distribution - Mar 2017	No
	£ 36.15	Unity Trust Bank Ltd	Service charge Q4 2016-17	No
£810.00	£14,047.41			

b/f	£ 20,982.74
Income	£ 810.00
Expenditure	£ 14,047.41
Balance c/f	£ 7,745.33

STRATEGIC ACTION PLAN 2016-17

WPC¹ will publish an action plan annually in May. The Plan will be drawn from the budget which is formally set in January and which includes project expenditure for the upcoming year.

WPC will review the action plan on a monthly basis and will amend it as necessary. It will be formally reviewed by FC² also on a monthly basis – to include an update on issues detailed, the addition of new issues identified and sign off of any completed issues.

Wootton Parish Council's objectives for 2016-17 are:

Action	How identified?	Timescale	Budget	Update	Project Manager
CCTV	Budget/precept discussions January 2017	2017	£5,000	To coincide with regeneration of Jubilee Garden area	CLlr Lloyd
Christmas street lighting	Budget/precept discussions January 2017	2017	£10,000	- Feb 17 – obtain specification and ongoing maintenance/installation fees (Clerk continues to chase BBC³); - Apr 17 – Clerk has received an email objecting to the proposal and asking that WPC reconsider the style of lighting (suggestion was made to have something along the lines of Woburn's street lights). The clerk is sourcing pictures and has asked the objector for examples – no response to date.	Clerk
Community Centre Contingency	Budget/precept discussions January 2017	TBC	£10,000	Recommendation made to ring-fence monies to contribute towards costings if WPC take it on	All

¹ Wootton Parish Council

² Full Council

³ Bedford Borough Council

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Appendix 6

Conversion of paddock into additional allotments/parking	Commencement of lease agreement between WPC and Wootton Poor's Land Charity	Annual review during precept discussions	£8,000	To be take forward when sufficient demand identified	Clerk
Keeley End Pond regeneration	Following transfer to WPC from Persimmon Homes	2017	£6,808	All tree works and clearance has been completed and the area has been sprayed with round-up. • Apr 17 – 3 x bat houses have been ordered; • Apr 17 – consider purchasing wood for insect housing? • Apr 17 – remaining grass seed and bark chippings to be spread; • May 17 – duck house installed	Cllr Doggrell
Lorraine Road cemetery extension	Local Plan 2035	TBC	£7,000	Recommendation made to ring-fence £5,000 per year. Clerk is seeking a formal valuation for the land in question for ongoing budgeting purposes	Clerk and Cllr Quirk
Neighbourhood Plan	Local Plan 2035	TBC	£30,000	Please refer to agenda items FC17/107 + 108	Cllr Lloyd
Noticeboards	New development – Fields Road North* and South**	*2018 **2021	£2,000	Locations at both sites to be identified as development draws to a close	Clerk
Recreation ground footpaths	Budget/precept discussions January 2017	2017	£20,000	• Mar 17 – costings received from BBC; • Apr 17 – Clerk awaiting further costings before taking to FC	Clerk
Recreation ground remodelling works – Jubilee Gardens	Budget/precept discussions January 2017	2017	TBC	• Mar 17 – equipment identified; • Apr 17 – contractor quotations awaited; • May 17 – consultation/fundraising	Cllr Lloyd
Recreation ground remodelling works – Phase Two	Budget/precept discussions January 2017	2018	£5,000	To follow after the works to the Jubilee Gardens have been completed	Cllr Lloyd.

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Appendix 6

Replacement trees	Ongoing commitment	N/A	£500	To be actioned as need arises	Clerk
St. Mary's footpath repairs	Budget/precept discussions January 2017	2017	£2,000	- Mar 17 – costings received from BBC; - Apr 17 – Clerk awaiting further costings before taking to FC	Clerk
St. Mary's stone and railing cemetery wall	Cemetery Risk Assessment 2015	N/A	£15,000	Recommendation made to ring-fence additional monies (£5,000 for 2017/18) to repair/replace as needed	Cllr Quirk
Speed cameras	R&FSSG Committee ⁴	2018	£10,000	Mar 17 – BBC Highways engineer attended R&FSSG Committee meeting and the following was noted: It was noted ASC's had worked well in other parishes and AP confirmed they were most effective in reducing speeding. It was important to ensure their locations did not permit vehicles to use other routes – it was noted cars only travelling along a section of cameras before turning into side streets would still travel at reduced speed if they were following others passing through the village in its entirety. The Highways engineer recommended four sets of cameras at the following locations: Bedford Road – between Keeley Lane and Mephram Road and also Mephram Road to Cause End Road; Bedford Road – between Cause End Road and Fields Road; Fields Road – to the village exit.	Cllr Lloyd

⁴ Roads & Footpaths Safety Steering Group

Appendix 6

				It was noted WPC would need the support of residents before proceeding further, and police support also. Speeding data recorded is validated at police HQ and is labour-intensive as it has to be done manually. All monies raised go to central government. Costings were expected to be in the region of £90k and BBC received no funding from central government. As a result, no installations were currently ongoing although funding may be available in the future. AP was unsure on timescales but did suggest WPC consider using Community Infrastructure Levy (CIL) monies. To move forward AP suggested SP contact John Loughlin (Traffic Management Police) to arrange for a black box (traffic data recording device) to be installed at appropriate points in Bedford Road and Fields Road to collate speed statistics. This evidence base and possibly petition(s) would highlight the community's wish for ASC's • May 17 – Clerk to establish best locations for the black box(es) and take to FC	
Transfer of street lights (ownership) to BBC	Discussions on record anomalies between WPC and BBC in 2012 and 2016	2018	£20,000	BBC were to provide costings to transfer ownership of all street lights from WPC to BBC. Deadline has now been put back to March 2018 as officers are focusing efforts on implementing an upgrade scheme to make lanterns more energy and financially efficient. Hope is BBC will see if testing required ahead of the transfer can be brought forward	Cllr Quirk

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Appendix 6

Wootton in Bloom	Budget/precept discussions January 2016	2017	£10,000	Resolved FC16/251 to purchase 3 x 3 tier planters. - Feb 17 – determine appointment of Village Planter Office (completed 8th February 2017); - Feb 17 – place order for planters (order ongoing); - Apr 17 – delay in obtaining BBC street licences (one site had to be altered) – clerk continues to chase; - Apr 17 – anticipated delivery of planters; - Dec 17 – review additional sites	Clerk and Cllr Lloyd
Wootton village entrance sign	Old sign was removed as part of ongoing development along Fields Road	2017	£10,000	- Mar 17 – receipt of specification for the “chimney” sign received from Barry Sullivan. Further quotations are now being obtained; - Jun 17 – consultation in Wootton News to favour one of two designs; - Aug 17 – end date for consultation; - Sep/Oct 17 – tender process for winning design; - Nov 17 – award contract and determine build date	Cllrs Bygraves and Lloyd

To be reviewed monthly at Full Council.

FC17/88
17/000666/MAO (Marston Vale Innovation Park)

Cllr Lloyd opened discussions by stating it had been hoped developers would be in attendance to allow for input and questions. They had declined to come but did intend to come to a further meeting. Tonight's meeting however, was still opportunity for those present (members and public) to voice their concerns and queries.

Cllr Quirk stated their no-show demonstrated a lack of respect toward the parish council and residents of Wootton and it was resolved to write to the developers, informing them of the same.

Proposed: Cllr Quirk.

Resolved: Cllr Noakes.

Resolved by all present.

Cllr Lloyd then invited members of the public to voice their concerns:

- Question: How advanced were the plans – was the development fully approved?
Cllr Lloyd provided background to the proposal – stating the area of land in question had been earmarked for light development in the 1990's and had featured in Bedford Borough Council's Local Plans and Allocation & Designations papers since that time. The land area was determined and fully approved, however what would physically be built had yet to be determined – hence tonight's meeting. This was a chance for public and Wootton Parish Council to influence that process.
- Statement: The large logistics building was significantly different to anything else proposed for that area (it was noted a petition was currently ongoing in this respect which would be lodged in due course with Bedford Borough Council). Concerns were raised over increased traffic (and resultant noise and pollution/emissions) in the area – was that building considered as light industry, given its size? Previous plans for that area (as part of Bedford Borough Council's Local Plans and Allocation & Designations papers) showed LIGHT industry units (along similar lines to Stewartby). It was noted if this building were removed, it would go a long way to reducing concerns over the proposal – as issues over increased traffic (and resultant noise and pollution/emissions) would be reduced also.
- Question: Would the architects consider a separate access either from the A421 (possibly closer to Marston Moreteyne or via the travel lodge junction of the A421, onto the old A421 and then via Hoo Lane into the new proposed industrial area)? This would take traffic and fumes away from the village and in particular the lower school.
- Statement: The Covanta proposal also needed to be factored into this proposal. Current traffic levels were already causing some houses to shake – and if both proposals were granted it would lead to an extra 1.5k-2k lorries EACH DAY in the area. That would also not be in the best interests of businesses in the new industrial area as lorries would inevitably have to queue to enter/leave the area. There was no evidence developers had yet to take this into consideration.
- Statement: Despite signs stating construction traffic was not permitted through Wootton, a number had been seen in the village, waiting for site and/or access. These included refrigerated lorries which created significant noise and pollution. Given Wootton didn't feature on the new A421 road signs, it was expected lorries following satnav systems would mistakenly travel through the village.

- Question: Traffic through the village was already busy, especially during school drop-off and pick-up times. What modelling were the contractors proposing, to identify movement of traffic and were additional crossing points on Fields Road being considered – especially for school children?
- Statement: Although the proposal claimed workers within the proposed industrial area would travel via bus, some (if not most) would use cars. Existing buses would travel along Fields Road, through the new estate and onto Cranfield Road (Bedford Borough Council had previously tried to close Cranfield Road to force bus companies to use that route – without success). It was hoped restrictions on the movement of large vehicles would be considered – especially again during school drop-off and pick-up times. (A similar scheme was currently in place at “Little Wootton” opposite the upper school).
- Statement: The other warehouses would also have lorry parking – not just the large unit. It was feared many would end up going through the village. Vehicles would also be travelling to the new industrial area to visit the proposed coffee shop, hotel and public house.
- Question: What would be the operating hours of the warehouses and where would these lorries be parking outside of these hours?
- Question: What would the benefit be to Wootton in allowing the Innovation Park? It was recognised this was as yet undefined. No one present (members or public) wanted the development, however it was recognised it was going to happen. The benefit to the village needed to be identified.
- Statement: The proposed nursery needed to be relocated away from as much of the traffic as possible. The proposed 55 bed care home facility (to be located adjacent to the existing doctor’s surgery on Fields Road) would also be impacted by pollution.
- Statement: It was confirmed the final plans would be determined at Bedford Borough Council’s Planning Committee meeting on Monday 22nd May 2017. Ahead of that date, the parish council needed to inform the developers and Bedford Borough Council of all concerns raised tonight – a further meeting with developers then needed to take place before the parish council’s full council meeting on Wednesday 10th May 2017.
- Statement: The following was noted and was cut and pasted from an email received from Andy Prigmore, Service Manager (Highways), Bedford Borough Council in relation to weight restriction signs:
 - When the new road was constructed, Highways England erected these signs at the roundabout, without connecting it to a weight restriction order. Therefore the signs on the roundabout cannot be enforced as they stand.
 - As part of the industrial development, we have required the developer to install a 7.5 tonne weight restriction both west and north of the new roundabout at Fields Road/Folkes Road, to prevent lorries from the industrial area from entering the village.
 - If we started the restriction at the Woburn Road roundabout, then vehicles could legitimately enter the village as they will be servicing the industrial area. Our proposal for starting the restriction at the new Fields Road roundabout will be more effective in protecting the village from HGV traffic.

- The work on the weight limit will be implemented when/if the development is approved.
- The following comments were received from Cllr Noakes:
 - *"If proposal must be allowed, we need a weight restriction for vehicles passing into Fields Road and into Folkes Road. This must be implemented BEFORE any construction work starts.*
 - *The whole plan is too large for Wootton. It is unsympathetic to the village area. It appears to be an urban development in a rural setting.*
 - *Unit 6 is far too large and will dominate the skyline detracting from the rural feel and character of the village.*
 - *The plan allows for 1625 parking spaces. This is simply too many extra vehicles for the village. Even allowing for a weight restriction as above, there will be many vehicles associated with the development that will not be subject to the weight restriction and will be allowed to pass through the village, in particular along Fields Road, Bedford Road, Church Road and Cranfield Road all of which are too small to take this increase in traffic. Many of the employees at this site will live in locations other than Wootton and will need to travel to work by car. Much of the traffic will be travelling along Fields Road at the time children will be going to Wootton Lower School on Folkes Way. This road is already narrow and this will add to the danger to the children. Further, Cranfield Road has a number of busses passing along it; this road is too narrow for vehicles of this type already and additional traffic will make a bad situation worse. It has to be noted that not all houses have yet been completed on the Berryfields Estate and the village has to suffer even more traffic from the now commenced Fields Road South development all of which will bring increased traffic problems of their own without adding to them with the proposed vehicles from this industrial site.*
 - *We already have pubs in the village. Why do we need another that will be in competition to our existing ones? We have recently lost two pubs (Black Horse in Potters Cross and one in Keeley Lane that has now become the Legstraps restaurant). If these two could not succeed, why introduce un-necessary competition for our existing pubs. It seems almost certain that one or more will fail.*
 - *The pub/hotel proposed will increase traffic through the village. This is unacceptable for the same reasons as stated above.*
 - *The number of vehicles envisaged by this plan will have to access the site on the road adjacent to the Wootton Lower School. This will introduce a large amount of poisonous vehicle fumes in the area of the school. Inevitably a number of these vehicles will be diesel powered which will introduce fumes of greater toxicity which we know is dangerous for all humans let alone children. Indeed, a number of cities are banning diesel powered vehicles from their streets for this very reason. Why would we want to endanger our children in this way?*
 - *A crèche has been included in this plan. Why would anyone want to place their very young children in an area that is full of vehicle fumes, including poisonous diesel fumes, and attracting the danger of children in an area of many vehicle movements and the possible accidents that can occur.*
 - *Within the Fields Road South plan provision has been made for Retirement Homes very near to this proposed Industrial site. It can be expected that some occupants of these homes will suffer from respiratory conditions that will be made worse by having so much pollution nearby.*
 - *In relation to the proposed hotel, we already have a Premier Inn at Kempston and a Holiday Inn on the nearby A6. We simply do not need more hotel accommodation.*

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- *The access road to the proposed site is insufficient. The industrial site traffic will be sharing an access road with traffic from the residential Fields Road South site. If this site must go ahead, then an exclusive access road needs to be developed east of the current proposal. There should be no road link between this industrial site and the residential site.*
- *I have visited the following local industrial areas and found the following vacant premises:*
 - *Wallace Way Industrial Area – has land ready for development and a new unit is being constructed.*
 - *Cambridge Road (St Martins) - 2 units vacant*
 - *Priory Business Park - 2 offices vacant*
 - *Woburn Road Industrial Estate – 6 vacant medium sized units, 1 vacant large unit and 1 large derelict site for sale for development.*
 - *Marsh leys – still advertising units for construction.*
 - *A search on Rightmove for commercial properties for rent in Bedford gives a return of 93 properties. The same search for Milton Keynes gives a return of 377 properties available.*
 - *With this number of commercial properties available in the local area, why is there a need for more at Wootton? There has to be a good chance this proposal will end up with a number of derelict units.*
- *If it is felt an industrial park is required then it should be in keeping with the area’s rural qualities and with the needs of the local population. Reduce the size by dispensing with unit 6 and by dispensing with the pub/hotel. The units should be of a small to medium size – sufficient for local businesses to afford and be able to develop within. This would address in part the concerns stated above with regard to vehicle numbers, movements and subsequent pollution. This would also remove the unsympathetic nature of the development by keeping buildings below the tree line and making more of a rural development rather than an urban development”.*
- Statement: BBCllr/Cllr Wheeler had already spoken to architects to get the location of the proposed nursery changed. He believed at one stage, a gym was suggested rather than a hotel.
- Statement: If the large logistics building were approved, thought was needed on its visual impact and colour.
- Statement/Question: Concerns were raised over the proposal canal route – plans differed from earlier versions. BBCllr/Cllr Wheeler was hoping to speak to the Mayor, given he was in favour of the canal. Concerns were also raised that the proposed road cut through the canal, yet plans for a bridge were not included. If the bridge were included at a later stage, how would the road be closed given the proposed warehouses couldn’t be accessed? The other end of the canal seemingly terminated in a field being considered for housing development. How would it now continue on its original path?
- Statement/Question: A query were also raised over the “disappearance” of two proposed large-scale warehouses along the A428 (in the vicinity opposite Maypole Farm). Could the large logistics building be moved to that location?
- Question: What were the plans for the area of land over the Fields Road bridge by the three-legged roundabout? Was that earmarked for industrial development and was it too close to the landfill site to take housing? Its exact use wasn’t known although it was clear from the

roundabout layout it would be used in time for something. Cllr Lloyd confirmed it wasn't too close to the landfill site to be used for housing as land within Fields Road South was earmarked for the same and it was in fact closer. BBCllr/Cllr Wheeler agreed to find out if an intended use was known. He added the station at Kempston Hardwicke was due for a major refurbishment – possibly a road to the station would be formed from Wootton?

- Statement: It was noted intentions were to sink the large logistics building two metres below the surface, to reduce its visual impact. Given the village was serviced by a bridge from the A421 rather than an underpass as the water table sat one metre below the surface – it wasn't known how this could be achieved.
- Statement: It was suggested Bedford & Milton Keynes Waterway Trust be informed of this proposal, in light of changes to the proposed canal route.

Moving forward it was agreed to form a working party to meet (within the next two weeks in the evening and ahead of the full council meeting on Wednesday 10th May 2017) with developers in order to discuss all issues raised this evening. The issues raised tonight would be sent to them ahead of that meeting. The parish council would then be able to make a formal resolution based on the outcome of both meetings – ahead of the proposal being determined by Bedford Borough Council's Planning Committee on 22nd May 2017. BBCllr/Cllr Wheeler agreed to see if the Planning Officer from Bedford Borough Council could also join the working party's meeting – it was hoped the meeting could be held at Borough Hall.

Members of the working party:

Cllrs Lloyd, Noakes and Wheeler.

Mike Carter-Jones, Michelle Dyson and Geoff White (Wootton residents).

Resolve to approve the above.

Proposed: Cllr Noakes.

Seconded: Cllr Hall.

Resolved by all present.

FC17/101
Facebook messages regarding verge/footpath parking

This item was discussed immediately after agenda item FC17/87.

It was noted Mr Billington was not in attendance and so his issues surrounding parking within Foster Way and surrounding areas could not be discussed.

A Manor Road resident then detailed her concerns over parking on pavements and in front of dropped kerbs – her husband was registered blind and often experienced difficulties when leaving home. She recognised there were verges for parking but vehicles parking on the bend were a danger. She was concerned that nothing was being done to resolve the issue.

Cllr Noakes explained parking on the footpath was illegal, adding the parish council had recognised the nuisance – especially for people such as her husband, and those with other limited mobility issues or prams. The problem simply was there were too many vehicles and not enough parking spaces. He mentioned Street Watch, who targeted vehicles parked as such but added neither the parish nor the borough council had powers to stop it. The resident asked if a new law could be implemented – but this would have to be via central government. He added he had recently met with the Neighbourhood Policing Team and highlighted pavement parking as a major issue within Wootton. The intent was for them to patrol the village in the coming weeks.

Another resident of Manor Road then asked if vehicles were no longer permitted to park on the pavements – where could they park? If they were on the road, it was impossible for other vehicles to pass (given as some were large work vans) – he would effectively be unable to use his car. Even if he were able to leave Manor Road, he would inevitably have lost his car parking space when he returned. He asked why the area of grassland in front of the flats (fronting Bedford Road) couldn't be turned into parking, alongside the area of land next to the electricity sub-station and the green at the end of Manor Road. He had even offered in the past to help turn part of the latter green area into hardstanding – which would have provided parking for two (Bedfordshire Pilgrims Housing Association) bpha clients. Two residents (out of 50) had objected to the proposal and so nothing was taken forward. He also voiced his frustration at not being able to speak to anyone from bpha about his concerns.

Gary Burchmore then introduced himself – he worked for Bedford Borough Council as a Community Ranger but was also involved with bpha. He agreed the issue was mostly centred around the flats within Manor Road – there were 24 flats and only 11 parking spaces. He confirmed bpha were looking at the feasibility of widening footpaths in the area and converting the area near the sub-station for parking. This would only provide a small number of additional spaces, however. He expressed his frustration that no one from Bedford Borough Council Highways Department had attended tonight's meeting – the problem had existed for many years and he was keen to bring it to a conclusion.

Cllr O'Dell detailed a national consultation document produced last year by the Department of Transport (DoT) which detailed a total ban on parking on pavements within London ONLY. The document had stated the DoT's intent to consider extending the ban UK-wide but no further progress had been made. He had written to Nadine Dorries MP for her view as it was a national issue which needed an urgent resolution - central government had to decide whether to act on the consultation. It

was noted the Scottish government were considering a nationwide ban.

Whilst the parish council had no powers to prevent such parking, it could lobby Bedford Borough Council (via BBCllr/Cllr Wheeler) to try and effect changes within Manor Road suggested earlier. The resident reiterated cars could not be taken off pavements until other arrangements were in place. “No parking on verges” signage previously installed (then removed one week later) by Bedford Borough Council simply had not worked. BBCllr/Cllr Wheeler confirmed he was meeting with bpha on Wednesday 19th April 2017 at 10am (outside Manor Road flats) – the meeting had been cancelled previously as no one from Bedford Borough Council Highways Department was able to attend. Lisa Davis (bpha) and Andy Prigmore (Highways) were expected to be in attendance. Both residents noted the time of the meeting and it was hoped they could attend. If not, BBCllr/Cllr Wheeler was happy to take their emailed concerns to the meeting, after which he would report back to all parties.

The clerk agreed to provide BBCllr/Cllr Wheeler with copies of all relevant land registry searches for that area.