



WOOTTON PARISH COUNCIL



3 Longden Close
Haynes
Bedfordshire
MK45 3PJ

Tel: 07531 930788

Email: Clerk@Wootton-PC.gov.uk

Website: Wootton-pc.gov.uk



[www.facebook.com/
WoottonParishCouncilBedfordshire](https://www.facebook.com/WoottonParishCouncilBedfordshire)

Minutes of the **Full Council** meeting held on Wednesday 14th July 2021 at 7.30pm at Wootton Community Centre, Harris Way, Wootton.

Open Forum	There was one member of the public present who wished to observe the meeting. There were no other members of the public or press present and so the meeting continued without adjournment.			Public Bodies (Admissions to Meetings) Act 1960, s1(1).
Present	Cllrs Lloyd (in the chair), Bygraves, Hensher, Mapesa, Noakes, O'Dell, Quirk, Randell, Watson and Wheeler. Cllr Wheeler is also the Borough Councillor for Wootton.			
Absent (no apologies received)	Cllr Lennox.			
Agenda no	Agenda item title	Resolution	Action	Power
FC21/144	Apologies for absence. Cllrs Martin and Wallace. Sue Edgar Playford (Clerk to the Council and Responsible Financial Officer) was not in attendance.	Noted for the minutes.	Clerk to keep on file.	Local Government Act 1972, s85 (1) Sch 12, Part VI, p40.
FC21/145	Disclosure of local and/or disclosable pecuniary interests. None.	N/A.	N/A.	Localism Act 2011, Ch 7, s31.
FC21/146	To consider any dispensation requests received by the Clerk in relation to local and/or disclosable pecuniary interests, not previously recorded. No requests received.	N/A.	N/A.	Localism Act 2011, Ch 7, s33.
FC21/147	Report from outside organisations – for information only. To receive a report from BBCllr/Cllr Wheeler, to include all outstanding issues. (Appendix 1).	BBCllr Wheeler's report was circulated ahead of this meeting and no further comments were received.	Clerk to keep on file.	N/A.

Full Council Minutes 14th July 2021

Chairman.....

Page | 1

Date 11th August 2021

	To receive crime figures for June 2021. (Appendix 1a).	No further comments received.	N/A.	N/A.
FC21/148	List of correspondence received (copies of correspondence can be requested from the clerk) – for information only. (Appendix 2). *The clerk had received an email from the Wootton Poor's Land Charity, thanking the parish council for its continued donation of all recycling glass credits received from Bedford Borough Council (this relates to the glass recycling facilities at Church Road).	All significant correspondence was circulated immediately upon receipt. *No further comments received.	Clerk to keep on file.	N/A.
FC21/149	Minutes of the previous meeting. <i>Minutes are published on the Wootton Parish Council website: https://wootton-pc.gov.uk/parish-council/minutes/.</i> Members of Full Council are asked to receive and adopt the minutes of the Full Council meeting held on 9 th June 2021. 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 26 th May 2021	Minutes were received and adopted. Proposed: Cllr Noakes. Seconded: Cllr O'Dell. Resolved by all present. Minutes were received and adopted. Proposed: Cllr Bygraves. Seconded: Cllr Lloyd. Resolved by all present.	Clerk to keep on file.	Local Government Act 1972, Sch 12, Part VI, p41 (1).
FC21/150	Matters arising from the minutes – for information only. - FC21/129 + FC21/160 – Community Centre at Berryfields. Refer to agenda item FC21/160. - FC20/264 – Areas of road/pavement requiring resurfacing. The following <u>road</u> areas have been prioritised by Bedford Borough Council: - Church Road (from War Memorial to Cause End Road junction); - Cranfield Road (in part from the double mini roundabout). The following <u>pavement</u> areas have been prioritised by Bedford Borough Council: - Keeley Lane (its entirety); - Lorraine Road (its entirety); - Monoux Road (its entirety);	No further comments received.	N/A.	N/A.

Full Council Minutes 14th July 2021

Chairman.....

Date 11th August 2021

	○ Payne Road (its entirety). It is unlikely any other areas will be considered. • FC21/129 – Shared Car Park Agreement between the Berryfields Community Centre and Bedford Borough Council. Further amendments have been passed back to Bedford Borough Council. • FC21/045 + FC21/139 – Parking Restrictions/Yellow Lining at various sites. Resolved 10th February 2021 (FC21/045) to contribute a maximum of £3.5k for new yellow lining at the Elmsdale Road/Bedford Road and Potters Cross/Bedford Road junctions and to request Bedford Borough Council complete yellow lining at Hall End at its own cost. Resolved 9th June 2021 (FC21/139) to approve Bedford Borough Council’s consultation (Elmsdale Road/Bedford Road and Potters Cross/ Bedford Road) without amendment. A new and separate request was made to Bedford Borough Council for further parking restrictions/yellow lining on Bedford Road – from the Cause End Road roundabout extending to the bus cage (Manor Road flats-side of Bedford Road). • FC21/131 – Synthetic Pitch. An Ecological Survey has been undertaken. Resolved 11th May 2021 (SP21/005) to appoint Neil Boddington as Project Manager. Cllrs Lloyd, O’Dell, Randell and Wallace have been appointed as members of the Construction Working Group and Cllrs Bygraves and Wheeler have been appointed as members of the Fundraising Working Group. • FC20/268 – Trial of a Traffic Regulation Order to prevent ‘no verge or footway parking’. Resolved 13th May 2020 (FC20/135) to defer this item as central government are currently in talks to extend a ban on pavement parking beyond London and Scotland, to cover England and Wales. Resolved 14th October 2020 (FC20/268) that Wootton Parish Council agree with the option to implement a blanket ban on			
--	---	--	--	--

Full Council Minutes 14th July 2021

Chairman.....

Date 11th August 2021

	pavement parking (with exceptions as determined by Bedford Borough Council). • FC20/214 – Support of ‘The Local Electricity Bill’. The clerk has received a response from Rt Hon Nadine Dorries MP confirming her support for the Private Member’s Bill and willingness to speak to the Bill’s proposer, Rt Hon Peter Aldous MP and relevant Ministers to establish how best to proceed. • FC21/141 – Local Government Boundary Commission Draft New Electoral Arrangements for Bedford Borough. Resolved 11th November 2020 (FC20/295) to reject the draft proposals and submit Cllr O’Dell’s recommendation. The timetable for this review has now changed as new draft recommendations were published on 11th May 2021. The parish council’s recommendation did not feature in the new draft recommendations and a further submission was made, given the review deadline was extended. • FC20/316 – Bedfordshire Police & Crime Commissioner’s Engagement Plan Consultation. Resolved 9th December 2020 (FC20/316) to request the following: ○ Request a PSCO/Officer attend Full Council meetings once a quarter; ○ Request police acknowledgment that speeding is an issue throughout the village; ○ Request a greater police presence in the village. • FC21/068 – Bedford Borough Council Overview and Scrutiny Committees. Resolved 10th March 2021 (FC21/068) to request an O&S Committee consider a review of the effectiveness and time-responsiveness of BBC’s support to its Parish and Town Councils. This review has been taken forward as part of the committee’s works programme. • FC21/138 – Neighbourhood Plan. Resolved 9th June 2021 (FC21/138) to submit all documentation to			
--	--	--	--	--

Full Council Minutes 14th July 2021

Chairman.....

Page | 4

Date 11th August 2021

	Bedford Borough Council as part of the next stage process. - FC21/140 + FC21/166 – Hedgerow/Tree Planting – Forest of Marston Vale initiative. Resolved 9th June 2021 (FC21/140) that Regeneration Positive approach the Crown Estate to begin negotiations to secure land adjacent to Lorraine Road cemetery to aid with a proposal to tree plant in that vicinity creating a green canopy. Refer to agenda item FC21/166. - FC21/141 – Bizzy Bees request for an area of grass land for recreational play. Resolved 9th June 2021 (FC21/141) to permit the request subject to a number of caveats.			
FC21/151	Chairman's report – for information only.	Cllr Lloyd thanked Cllr Hensher for his help in removing the reported damaged swing from the frame at the recreation ground. Cllr Lloyd then asked for suggestions for events or an asset to help improve life within Wootton.	All to take forward.	N/A.
FC21/152	To receive, review and adopt a report from the (Advisory) Neighbourhood Plan Steering Group and to resolve a suitable course of action on any issues or recommendations arising. (Appendix 3).	No report available as this steering group had not met since 26 th May 2021.	N/A.	Localism Act 2011, Ch 1, s1-8.
FC21/153	To receive a report from the (Executive) Planning & Environment Committee – for information only. (Appendix 4).	No further comments received.	Clerk to keep on file.	Localism Act 2011, Ch 1, s1-8.
FC21/154	To receive, review and adopt the (Advisory) Roads & Pavements Safety Steering Group Project Action Plan and to resolve a suitable course of action on any issues or recommendations arising. (Appendix 5).	No project action plan available as this safety steering group had not met since 19 th May 2021.	N/A.	Localism Act 2011, Ch 1, s1-8.
FC21/155	To receive, review and adopt the (Full Council) Project Action Plan for 2020-21, to determine which projects will be taken forward during 2020-21, to appoint councillors to manage those projects and to resolve a suitable course of action.	All amendments/updates are noted in red within the appendix. Resolved to receive, review and adopt the project action plan without further comment. Proposed: Cllr Randell.	Clerk to keep on file.	Localism Act 2011, Ch 1, s1-8.

Full Council Minutes 14th July 2021

Chairman.....

Date 11th August 2021

	(Appendix 6).	Seconded: Cllr Hensher. Resolved by all present.		
FC21/156	To receive, review and adopt all Risk Assessments for 2021-22, including all updates and to resolve a suitable course of action on any issues or recommendations arising. (Appendix 7).	Resolved to receive, review and adopt the updated risk assessment plan without further comment. Proposed: Cllr Bygraves. Seconded: Cllr Lloyd. Resolved by all present.	Clerk to keep on file.	Localism Act 2011, Ch 1, s1-8.
FC21/157	To receive and approve the attached bank reconciliation(s) – to include statements from all banks and deposit providers (to be signed by two members who are not authorised signatories) and to resolve a suitable course of action.	Resolved to receive and approve all bank reconciliation(s) without further comment – signed by Cllrs Randell and Noakes. Proposed: Cllr Bygraves. Seconded: BBCllr/Cllr Wheeler. Resolved by all present.	Clerk to keep on file.	Joint Panel on Accountability and Governance for Smaller Authorities in England 2021.
FC21/158	To receive a schedule of receipts and payments as previously approved by the Finance & General Purposes Committee – for information only. (Appendix 8).	No further comments received.	Clerk to keep on file.	Joint Panel on Accountability and Governance for Smaller Authorities in England 2021.
FC21/159	To receive and approve the Income & Expenditure and Earmarked Reserves reports for all cost centres for 2021-22, to date and to resolve a suitable course of action.	Resolved to receive and approve both reports without further comment. Proposed: Cllr Bygraves. Seconded: Cllr Hensher. Resolved by all present.	Clerk to keep on file.	Joint Panel on Accountability and Governance for Smaller Authorities in England 2021.
FC21/160	To receive a report from various councillors and the Community Centre Charitable Trust with regard to the Community Centre and to resolve a suitable course of action.	<u>Car Park Heads of Terms</u> It was noted Bedford Borough Council Highways Department had been notified of the need to add yellow cross hatched box markings on the road abutting both gates to the car park. No further amendments were necessary, however it was noted both WPC and the Charitable Trust were due to receive a key to raise the car park barrier (as detailed in the HOTs). <u>Charitable Trust</u> No update available.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

		<u>Lease</u> It was noted the latest lease amendments/annotations had been sent back to Hillary Cooper Law. Members confirmed the financial value should be £1 for VAT purposes. <u>Sports Pitches</u> ProPitch (idVerde) works have been completed for now and weekly checks undertaken by idVerde. Resolved to note the above findings/actions. Proposed: Cllr Noakes. Seconded: Cllr Wheeler. Resolved by all present.		
FC21/161	To receive, review and report on all deliverables and trigger points identified within all s106 agreements relating to developments at Fields Road North (Berryfields) and Fields Road South and to resolve a suitable course of action.	It was noted at an earlier Full Council meeting BBC were investigating the installation of electric vehicle charging points in the resident car park area along Burgoyne Avenue and that bus stops (with shelters and Real Time Passenger Information Units) were planned for either end of Burgoyne Avenue. It was therefore unlikely any surplus s106 funding will be available for additional EVCPs or RTPI units. BBCllr/Cllr Wheeler previously stated he was unable to locate anyone at Bedford Borough Council to discuss these issues with. A working group had undertaken an infrastructure audit on Friday 25th June 2021, and the findings were shared with all members and forwarded to Bedford Borough Council's Highways Department. BBCllr/Cllr Wheeler agreed to chase for an acknowledgement from Bedford Borough Council. Resolved to note the above.	BBCllr/Cllr Wheeler to take forward.	Town & Country Planning Act 1990 & subsequent.

		Proposed: Cllr Quirk. Seconded: Cllr Randell. Resolved by all present.		
FC21/162	To receive all RoSPA report findings for 2021 and to resolve a suitable course of action.	It was noted the clerk had already taken all issues forward with the relevant contractors/handyman. Resolved to accept the findings without further comment. Proposed: Cllr Bygraves. Seconded: Cllr Noakes. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
FC21/163	To consider the replacement of damaged/faulty dog mess/litter bins at several sites within Wootton and to resolve a suitable course of action.	Resolved to replace all damaged and faulty bins rather than make repairs. If possible, dog mess bins would be replaced with dual-purpose litter bins (for dog mess and litter). If not possible, a metal similar design would be used. Proposed: Cllr O'Dell. Seconded: Cllr Noakes. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
FC21/164	To consider the addition of new dog mess/litter bins as necessary within Wootton and to resolve a suitable course of action.	Resolved not to add any new dog mess/litter bins. Proposed: Cllr Noakes. Seconded: Cllr Quirk. Resolved by all present.	Clerk to keep on file.	Localism Act 2011, Ch 1, s1-8.
FC21/165	To receive a report from Cllr O'Dell in relation to proposed measures to improve acoustics within the Community Centre's meeting room and to resolve a suitable course of action. Cllr O'Dell has met with a representative from Ecophon, and recommendations/costings are expected later this week. Cllr Lloyd is scheduled to meet with a representative from Sound Reduction Systems on 7 th July 2021 and again, recommendations/costings will follow. A written report and/or verbal update will be provided before/at this meeting.	Resolved to bring this agenda item back to a future meeting of Full Council when all quotations had been received. Cllr O'Dell agreed to speak to an independent acoustic expert to determine which acoustic system was best (ceiling or wall). Members would also need to determine who would pay for the installation (the Charitable Trust, Wootton Parish Council or a 50/50 split), when costings were known. Proposed: Cllr O'Dell. Seconded: Cllr Noakes. Resolved by all present.	Cllr O'Dell to take forward.	Localism Act 2011, Ch 1, s1-8.

FC21/166	To receive a report from Cllr Wallace in relation to negotiations with the Crown Estate/Tree Planting within Lorraine Road cemetery and adjacent land and to resolve a suitable course of action.	Resolved to bring this agenda item back to a future meeting of Full Council Proposed: Cllr Hensher. Seconded: Cllr Noakes. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
FC21/167	To consider a course of action to coincide with The Queen's Platinum Jubilee Central Weekend 2022 and to resolve a suitable course of action.	After discussions it was resolved to establish the following: • Whether the Fun Fest (booked for Saturday 9th July 2022) could be brought forward to Saturday 4th June 2022. Cllr Lloyd agreed to contact Mark Atkins (Fun Fest Entertainment Organiser) as it was understood some music acts may already have been booked; • The feasibility of installing a beacon on the recreation ground. Cllrs Hensher, O'Dell and Watson agreed to form a working party to investigate location, marshalling whilst lit, storage (if portable) or permanent location (if static). Proposed: Cllr Randell. Seconded: Cllr Noakes. Resolved by all present.	Cllrs Hensher, Lloyd, O'Dell and Watson to take forward.	Localism Act 2011, Ch 1, s1-8.
FC21/168	To consider accessing Bedford Borough Council's Climate Change Fund (CCF) in relation to buildings owned by Wootton Parish Council and to resolve a suitable course of action.	Resolved to note two expressions of interest: • Changing Rooms; • Community Centre. Proposed: Cllr O'Dell. Seconded: Cllr Mapesa. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
FC21/169	To consider a request from Bedford Borough Council that the Berryfields/Fields Road roundabout (currently under the maintenance of Bedford Borough Council's Highways Department) be added to Wootton Parish Council's Grass Cutting Agreement and to resolve a suitable course of action.	Resolved Wootton Parish Council would only add the roundabout to its grass cutting agreement with Bedford Borough Council, if Bedford Borough Council paid £360 per year. Proposed: Cllr O'Dell. Seconded: Cllr Quirk. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

FC21/170	To review and adopt an amended CCTV Code of Practice and to resolve a suitable course of action on any issues or recommendations arising.	Resolved to review and adopt the CCTV Code of Practice without further amendment. Proposed: Cllr Noakes. Seconded: Cllr Quirk. Resolved by all present.	Clerk to keep on file.	Localism Act 2011, Ch 1, s1-8.
FC21/171	To review and adopt the E-Banking and Authorising Payments procedure document and to resolve a suitable course of action on any issues or recommendations arising.	Resolved to review and adopt the E-Banking and Authorising Payments procedure document without further amendment. Proposed: Cllr Bygraves. Seconded: Cllr Noakes. Resolved by all present.	Clerk to keep on file.	Localism Act 2011, Ch 1, s1-8.
FC21/172	To consider the ongoing retention of Regeneration Positive's services (in the preparation of the emerging Neighbourhood Plan) and to resolve a suitable course of action.	Resolved to retain Regeneration Positive's services until end of October 2021. Proposed: Cllr Bygraves. Seconded: Cllr Noakes. Resolved by all present.	Clerk take forward.	Localism Act 2011, Ch 1, s1-8.
FC21/173	To consider a response to Bedford Borough Council's consultation on its Local Plan 2040 Draft Plan: Strategy Options and Draft Policies and to resolve a suitable course of action.	Resolved that Wootton Parish Council support Option 2c: Development in and around the urban area, plus A421 transport corridor with rail based growth parishes, plus two new settlements (as detailed on Page 22 of Bedford Borough Council's Local Plan 2040 – Draft Plan, Strategy Options and Draft Policies Consultation June 2021 document (click here to view full details). Further resolved that the Clerk and Cllr Lloyd would create a Facebook post noting the same and encouraging residents to support the same also. Proposed: Cllr Noakes. Seconded: Cllr Bygraves. Resolved by all present.	Clerk to take forward.	Stakeholder Consultation.
FC21/174	To approve a further response to the Planning Inspectorate following a High Court challenge by Hollins Strategic Land LLP which quashed the Planning Inspectorate's dismissal of their appeal dated 15th September 2020. That appeal was against the decision of Bedford Borough Council to refuse an	Resolved to accept the draft response and establish how long an extension to the submission deadline the Planning Inspectorate intended to grant. Proposed: Cllr Noakes.	Clerk to take forward.	Stakeholder Consultation.

Full Council Minutes 14th July 2021

Chairman.....

Date 11th August 2021

	application for an outline application with all matters reserved except access for the erection of up to 81 dwellings – Land Adjacent to Wootton Upper School and Arts College, Hall End Road (19/00894/MAO).	Seconded: Cllr Bygraves. Resolved by all present.		
--	--	--	--	--

Meeting closed at 8.47pm.

Borough Councillors Report to Parish Councils July 2021

Bedford Borough awarded £22.6m by Government for Town Deal

It has been announced that Bedford Borough will receive £22.6 million from the Government, following a successful bid for a Town Deal.

In October 2020, Bedford Borough Council and Bedford Town Deal Board submitted their Town Investment Plan as part of their bid for up to £25million from Central Government.

This bid has now been accepted. Bedford Borough Council have been awarded £22.6m to rejuvenate the town with a number of projects that must be completed by March 2026.

The projects submitted in the plan include regeneration of the Station Quarter and Midland Road, public realm improvements to St. Paul's Square, improvements to town centre junctions and local pedestrian and cycling infrastructure, and investment in Health, Science and Digital Skills and Full Fibre broadband.

The regeneration of the Station Quarter and Midland Road will bring important investment to these spaces as key gateways to the town centre for visitors in Bedford. The regeneration projects will also see investment in walking and cycling infrastructure, which connects the two areas and creates a vibrant corridor to the town centre.

The suggested public realm improvements to St. Paul's Square will enhance the experience for both shoppers and visitors, increasing the vibrancy of the centre of Bedford and promoting the town as a place to meet friends and family and have fun.

The proposed investment in our roads, pedestrian and cycling network will promote greater accessibility and mobility for residents, while relieving pinch points across the town centre, reducing congestion and creating a safer environment for cyclists and pedestrians.

East West Rail Consultation now closed

The East West Rail Consultation is now closed. East West Rail will now have to go through all the responses they have received and produce a response. The Conservative Group submitted their response which insists that a re-consultation is needed and that either of the routes selected by East West Rail would cause major environmental impact.

Short notice Adjournment Debate obtained by Richard Fuller MP on East West Rail consultation.

North East Bedfordshire MP, Mr Richard Fuller, secured an adjournment debate on Monday 28 June to discuss the many problems with the current East West Rail (EWR) scheme and how they have conducted their consultations.

During the debate, Richard Fuller MP raised a number of wide-ranging issues that include:

- The costings given by EWR and how they changed after the original route consultation, without members of the public being able to comment further on this.

- The lack of a proper environmental impact assessment and how this could lead to the scheme not meeting net zero carbon targets, and its impact on the North East Bedfordshire countryside.
- The Mayor's decision to not bring Bedford Borough Council's response to the original consultation to Councillors for a proper debate.
- Failure to account for other factors, such as how much emphasis will be placed on freight, how Covid will effect this and the use of polluting fuel.

In response the Minister promised Richard Fuller a meeting with EWR where full costing documents would be made available to him prior to the meeting.

It is available to view here:

<https://parliamentlive.tv/event/index/f3b98078-4c95-48ca-90b6-847f5e34738a?in=19:37:08>

And you can read the transcript here:

<https://hansard.parliament.uk/commons/2021-06-28/debates/E6913A57-4EFE-4E06-BEDD-52E30167984B/EastWestRailRouteConsultationNorthEastBedfordshire>

Boundary Commission update

On May 11 the Boundary Commission released their latest draft recommendations. They are available to look at on the following website where you are also able to respond:

<https://consultation.lgbce.org.uk/have-your-say/20441>

The deadline for responding is 5th July.

They have also written a report explaining their decisions here:

<https://s3-eu-west-2.amazonaws.com/lgbce/Reviews/Eastern/Bedfordshire/Bedford/New%20Draft%20Recs/Bedford%20new%20draft%20recommendations%20report.pdf>

Local Plan 2040 Update

The new Local Plan 2040 draft is now available, a consultation called The Draft Plan: Strategy options and draft policies consultation will run from Tuesday 29 June to 5pm on Friday 3 September 2021.

You can find the current draft here:

[Item 08 Bedford Borough Local Plan 2040 Report and Appendices.pdf](#)

You can also find a summarising report from one of our group Councillors, Phillippa Martin-Moran-Bryant attached with this report [here](#).

Bedford Borough appoint Active Chief Executive

The former Interim Chief Executive of Bedford Borough Council unfortunately had to stand down due to health issues.

Recruitment to the permanent post is ongoing with the intention of making an appointment at Full Council 14 July if there is a successful candidate from the selection process.

In the interim, the Council have appointed Mark Stephens as Acting Chief Executive. This was approved at an Extraordinary Full Council that was held on 11th June.

Works have started on the 'Northern Gateway'

Works started on Monday 28 June at the 'Northern Gateway' of Bedford, to ease congestion in this busy area and make the roads safer for all road users, as part of the Transporting Bedford project. Clapham Road between Paula Radcliffe Way and Manton Lane will be widened to create an extra lane for traffic, and a specific left turn filter lane to allow traffic heading up Manton Lane to bypass the roundabout.

Improvements will also be made to allow people coming south on Clapham Road to turn right into Sainsbury's, which will also help to ease traffic on this busy roundabout.

The Clapham Road roundabout itself will be widened to create more space for traffic to flow, and traffic signals will be installed to help ease congestion during the morning and afternoon rush hours. Improved pedestrian and cyclist crossings will also be installed, to make it easier to cross this busy junction.

These works are expected to complete in Spring 2022. To minimise disruption on this busy route, the majority of these works will be carried out using temporary lane closures, ensuring that the route can still be used throughout.

Resurfacing works will also be carried out as part of this project, early next year, which will require phased overnight closures of the route. These will be carefully phased to ensure they are carried out with the minimum inconvenience to road users and the surrounding businesses and residents.

Originally, the scheme was intended to make journey times through the junction quicker at peak times but the focus is now on providing consistent journey times.

New Bike Shelter Opens in Bedford Town Centre

A new bike storage shelter has now opened in Bedford town centre, near Harpur Square enhancing the bike racks that are currently there.

To access the shelter, cyclists just need to email Sustainable.Transport@bedford.gov.uk with their full name, address in Bedford Borough and phone number. They will then receive details on how to access the unit and will need to download the 'Okey Access' app on their smart phone.

The bike storage unit uses secure encrypted Bluetooth and 'Near Field Communications' to communicate between your phone and the shelter, you do not need internet access.

This is the UK's first ever cycle hub to feature an app-based locking and booking system that can be managed from your smart phone or tablet.

Borough COVID-19 Update

As of the 20th June in Bedford there have been 15,216 cases since the start of the pandemic and there have been 173 registered cases in Bedford in the last 7 days.

If you would like the latest COVID snapshot (as of 20th June) please find it below:
<https://bbcdevwebfiles.blob.core.windows.net/webfiles/Social%20Care%20Health%20and%20Community/Covid19/Covid19-weekly-statistics-23Jun21.pdf>

The Delta (Indian) variant is now the dominant strain in Bedford. Bedford Borough are asking residents' to proceed with extreme caution.

More information available at:

<https://www.bedford.gov.uk/social-care-health-and-community/public-health/coronavirus/>
<https://www.gov.uk/guidance/covid-19-coronavirus-restrictions-what-you-can-and-cannot-do>

Vaccinations available for over 18s

Vaccinations are now being offered to all over 18s in the Borough. If you have yet to receive your first jab, or if it's been eight weeks since your first vaccine, you can book an appointment at one of the below seven pharmacies, or at Bedford Heights.

Bedford Pharmacy, 9 Greenhill Street
Kidman's Surgical Chemist, Castle Road
The Village Pharmacy, Meiklejohn Centre, Unit 3, Kingswood Way, Great Denham
Meiklejohn Pharmacy, Harrowden Road
Janssens Pharmacy, Ampthill Road
Bromham Pharmacy, Avoca House, Molivers Lane, Bromham
Smarta Healthcare, Stephenson Court, Fraser Road, Priory Business Park

Residents can either book direct at the pharmacy or go through the national booking centre to get their vaccine at Bedford Heights.

Meeting with Jon Shortland and Gill Cowie and Conservative Councillors Monday 7th June 2021

Webpage: <https://www.bedford.gov.uk/planning-and-building/planning-policy-its-purpose/local-plan-review/>

Executive papers: <https://councillorsupport.bedford.gov.uk/documents/s55106/Item 08 Local Plan 2040.pdf>

Why the rush?

Local Plan 2030 Policy 1 requires a new plan to be submitted by January 2023 if it is not then the Council's housing policies are treated as out of date which means 'speculative' applications start getting approval.

Where are we in the process?

The process is:

- Preparation of a local plan (Regulation 18) – consultees invited to make representations about what the local plan ought to contain
 - Issues and Options held Summer 2020
 - Strategy Options and Draft Policies Consultation- **Summer 2021** ← we are here

BBC has allowed for one more consultation after this current one before the final text of the draft local plan is prepared

- Publication of a local plan (Regulation 19) - **Summer 2022**
- Representations relating to a local plan (Regulation 20) – **Summer 2022**
- Submission of documents to the Secretary of State for examination (Regulation 22) - **January 2023**
- Independent examination (Regulation 24)
- Adoption of a local plan (Regulation 26)

Important to respond robustly at Reg 18 (this stage) as this is when the broad strategy is being set- there will be little time for the council to dramatically revise this later on given the tight timetable to submit by January 2023.

Housing Numbers

Target set by Government is 1275 dwellings pa (970 in the Local Plan 2030). Expect this to change again Spring 2022. Council has looked at whether it could argue for a lower target but concluded that it is too risky.

Appendix 1

Scope of the Local Plan 2040

This is a partial review of the Local Plan 2030. Most development management policies will stay the same. Updates are on:

- development strategy and delivery of growth
- town centre and retail policies,
- updated policies on self-build/custom build housing,
- quality of development and residential space standards,
- environmental net gain.

Development Strategy

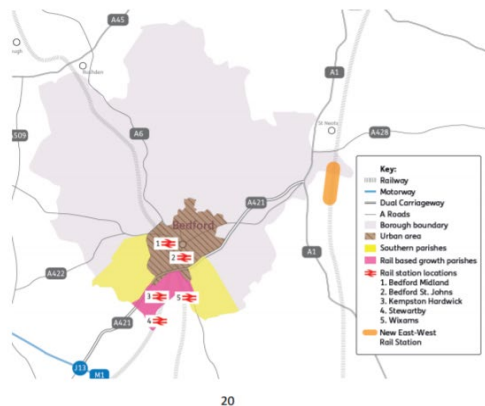
Took the six options in the Issues and Options paper 2020 and looked at ways of combining them. BBC created 4 options that it will be consulting on over Summer 2021 called Options 2a, 2b, 2c, and 2d.

Important note- they haven't entirely discounted the other options in the Issues and Options 2020 paper yet. Those responding to the consultation should also say if they are opposed to/supportive of any of the original 6 options or particular sites as they may come back on the table (developers will be working on their arguments for their preferred strategies).

All 4 options include development on brownfield in Bedford and development around existing railway stations in town centre and to the south of Bedford. Officers say that they have tried to avoid those settlements which have already taken significant growth in the Local Plan 2030 having to take much more growth, however in my view this doesn't seem to quite be borne out – particularly in Option 2d. No strategic preference between Options 2a, 2b, 2c and 2d yet.

Option 2a: Development in and around the urban area, plus A421 transport corridor with rail based growth parishes and southern parishes.

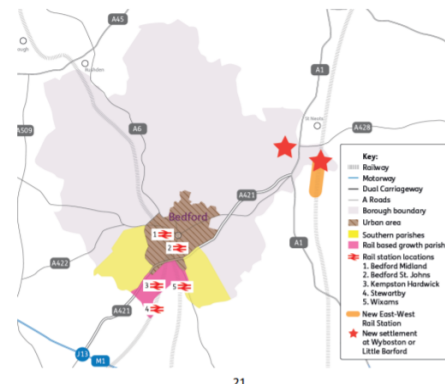
- Within the urban area (1,500 dwellings).
- Adjoining the urban area (1,500 dwellings), up to 51 ha employment.
- Transport corridor – rail based growth: land within the parishes of Kempston Hardwick, Stewartby and Wixams (high option) (7,500 dwellings), up to 80 ha employment.
- Transport corridor – south: land within the parishes of Cotton End, Elstow, Kempston Rural, Shortstown, Wilstead and Wootton (2,000 dwellings).
- Total 12,500 dwellings and up to 131 ha employment



20

Option 2b: Development in and around the urban area, plus A421 transport corridor with rail based growth parishes and southern parishes, plus one new settlement.

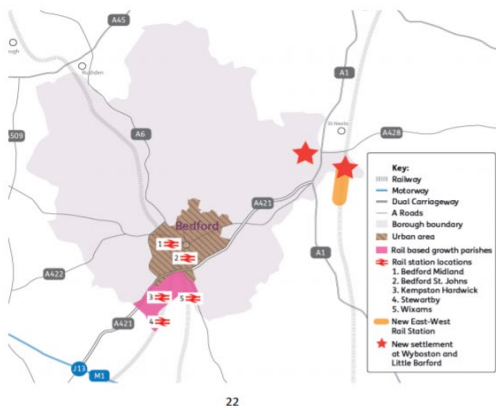
- Within the urban area (1,500 dwellings).
- Adjoining the urban area (1,500 dwellings), up to 51 ha employment.
- Transport corridor – rail based growth: land within the parishes of Kempston Hardwick, Stewartby and Wixams (low option) (5,500 dwellings), up to 80 ha employment.
- Transport corridor – south: land within the parishes of Cotton End, Elstow, Kempston Rural, Shortstown, Wilstead and Wootton (1,500 dwellings).
- New settlement at Little Barford (3,085 dwellings) or Wyboston (2,500 dwellings), up to 20 ha employment.
- Total between 12,500 and 13,085 dwellings and up to 151 ha employment.



21

Option 2c: Development in and around the urban area, plus A421 transport corridor with rail based growth parishes, plus two new settlements.

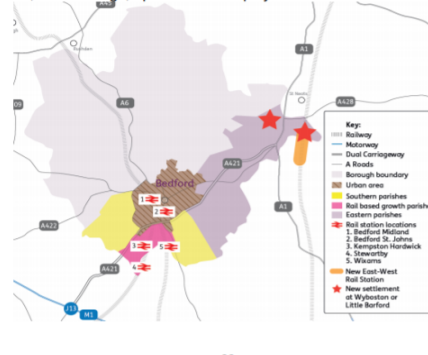
- Within the urban area (1,500 dwellings).
- Adjoining the urban area (1,500 dwellings), up to 51 ha employment.
- Transport corridor – rail based growth: land within the parishes of Kempston Hardwick, Stewartby and Wixams (extra low option, this being the residual required to meet need) (3,915 dwellings), up to 80 ha employment.
- New settlements at Little Barford (3,085 dwellings) and Wyboston (2,500 dwellings), up to 20 ha employment.
- Total 12,500 dwellings, up to 151 ha employment.



22

Option 2d: Development in and around the urban area, plus A421 transport corridor with rail based growth parishes, southern parishes and east parishes, plus one new settlement.

- Within the urban area (1,500 dwellings).
- Adjoining the urban area (1,500 dwellings), up to 51 ha employment.
- Transport corridor – rail based growth: land within the parishes of Kempston Hardwick, Stewartby and Wixams (low option) (5,500 dwellings), up to 80 ha employment.
- Transport corridor – south: land within the parishes of Cotton End, Elstow, Kempston Rural, Shortstown, Wilstead and Wootton (750 dwellings).
- Transport corridor – east: land within the parishes of Cardington, Cople, Great Barford, Little Barford, Roxton, Willington and Wyboston (750 dwellings), up to 28 ha employment.
- New settlement at Little Barford (3,085 dwellings) or Wyboston (2,500 dwellings), up to 20 ha employment.
- Total between 12,500 and 13,085 dwellings, up to 179 ha employment.



23

Appendix 1

Which sites will be allocated?

We don't know yet, however, officers said that when looking at the 4 strategy options this should be read in conjunction with the call for sites submissions and the analysis done so far – this should give an indication of where housing and employment land is likely to go. Council hasn't done a full analysis of all sites yet- still work in progress. A few more sites may be submitted at this consultation.

Call for Sites information: <https://bluefoxtech.co.uk/demos/bedford-published-sites/#/center/-0.4399,52.1458>

If a key piece of information is missing from the call for sites analysis please let the council know in your consultation response! Local knowledge is helpful. Sites will be assessed based on suitability (which includes location and other limitations), availability and achievability. See here: [HELAA](#) #

They will be subject to a [Site selection assessment](#) (click link for info). The completed forms will be available before the start of the consultation but are not currently available.

Neighbourhood Plans

BBC working with PCs to see if they would like to make/update NDPs to allocate sites. Big strategic sites such as a new settlement would be made by the Borough. If PCs want some local incremental growth they can plan for it through an NDP even if they are not allocated a specific number of houses.

Delivery of Housing/Infrastructure

BBC looking an infrastructure first approach so more of the housing might be delivered later in the plan period once infrastructure is in place.

What has informed this consultation?

Issues and Options Consultation responses- apparently there was a broad consensus of focussing on the existing urban areas and the A421 corridor <https://www.bedford.gov.uk/planning-and-building/planning-policy-its-purpose/local-plan-review/>

They have also had traffic data and a new strategic flood assessment commissioned.

Strategic Flood Assessment: <https://www.bedford.gov.uk/planning-and-building/planning-policy-its-purpose/technical-reports/> (There is an interactive flooding map - *Works better in Explorer - some elements don't work well in Chrome*)

Appendix 1

Density

No assumed densities yet- if you want to know about site densities then look at the call for sites information provided by site promoters

External Factors affecting the Local Plan

- East West Rail
A reconsultation wouldn't change this plan as there isn't time for it to given the need for this plan to be submitted by January 2023. The station based growth is all based around existing stations in any case.
- Ox-Cam Arc
Government is developing an arc wide strategy – this has been slightly delayed but expecting a consultation in autumn 2021 on this. It will affect Bedford. This is excepted to include significant growth (a figure of 1 million houses within the arc has been discussed) and there may be development corporations set up which could take away planning power from BBC.
- Changes to Planning System
These are expected following on from the consultation in Autumn 2020, but councils have been told to carry on with their plans anyway.

Consultation Dates:

28 June to Friday 3 September 2021

Other matters in this consultation

In particular there are draft town centre policies which we need to review but I suggest we should look at this separately.

Take away points

- This is a consultation on the broad locations for housing and employment growth up to 2040.
- It could impact rural areas along the A421/A603 and may include new settlements near St Neots.
- There is a very tight timetable for BBC to complete this plan. If it fails it will be very hard to reject 'speculative' planning applications.
- Important to engage at this stage to shape the strategy- allocations of sites will follow the strategy.
- Must read the strategy with the call for sites submitted to see what is likely to be allocated under each option.
- Previous ideas for growth are not full off the table so please also still comment on those (the 6 options in the Issues and Options paper) to avoid them coming back.

BBCIIR Wheeler July 2021

FC21/147a June 2021			
Reference	Offence Class Description	First Committed	Address
40/33397/21	ASSAULT WITH INJURY	25/03/2021 16:00	Manor Road
40/33405/21	ASSAULT WITH INJURY	01/01/2017 00:00	Manor Road
40/32384/21	ASSAULT WITH INJURY	23/06/2021 16:45	Littlebrook Lane
40/29930/21	ASSAULT WITH INJURY	13/06/2021 03:34	Burgoyne Avenue
40/29775/21	ASSAULT WITH INJURY	10/06/2021 22:30	Cranfield Road
40/33010/21	ASSAULT WITH INTENT TO CAUSE S HARM	26/06/2021 17:50	Cynthia Court
40/33618/21	ASSAULT WITHOUT INJURY	29/06/2021 20:18	Tithe Barn Road
40/33414/21	ASSAULT WITHOUT INJURY	24/02/2021 13:22	Manor Road
40/33145/21	ASSAULT WITHOUT INJURY	25/06/2021 00:00	Winded
40/30069/21	CRIMINAL DAMAGE - RESIDENTIAL	13/06/2021 18:00	Folkes Road
40/28440/21	CRIMINAL DAMAGE - RESIDENTIAL	06/06/2021 02:55	Tithe Barn Road
40/31540/21	CRIMINAL DAMAGE TO A BUILDING - BUSINESS	20/06/2021 00:00	Keeley Lane
40/32171/21	GOING EQUIPPED FOR STEALING	22/06/2021 02:44	A421
40/33729/21	HARASSMENT	29/06/2021 17:00	
40/33415/21	HARASSMENT	24/02/2021 13:22	
40/33400/21	HARASSMENT	25/03/2021 16:00	
40/27991/21	HARASSMENT	25/05/2021 00:00	
40/33703/21	MALICIOUS COMMUNICATIONS	28/06/2021 14:00	
40/32173/21	MALICIOUS COMMUNICATIONS	21/06/2021 08:00	
40/30136/21	OTHER CRIMINAL DAMAGE	13/06/2021 19:00	Foster Way
40/29223/21	OTHER CRIMINAL DAMAGE	09/06/2021 17:40	Sherwood Close
40/33518/21	OTHER THEFT	28/06/2021 16:03	Roundel
40/33461/21	POSSESS OF CONTROL DRUGS (EX CANNABIS)	27/06/2021 19:00	Bourne End
40/33231/21	PUBLIC FEAR ALARM OR DISTRESS	27/06/2021 12:30	Manor Road
40/32912/21	PUBLIC FEAR ALARM OR DISTRESS	18/06/2021 13:30	Denny Street
40/29531/21	PUBLIC FEAR ALARM OR DISTRESS	10/06/2021 14:15	Denny Street
40/28466/21	PUBLIC FEAR ALARM OR DISTRESS	05/06/2021 17:00	Harris Way
40/28145/21	PUBLIC FEAR ALARM OR DISTRESS	03/06/2021 08:35	Denny Street
40/28368/21	ROBBERY OF PERSONAL PROPERTY	05/06/2021 17:10	Cynthia Court

Appendix 1a

40/28627/21	ROBBERY OF PERSONAL PROPERTY	05/06/2021 17:10	Cynthia Court
40/33755/21	THEFT FROM A MOTOR VEHICLE	29/06/2021 00:00	A421
40/30841/21	THEFT FROM A MOTOR VEHICLE	16/06/2021 23:30	A421
40/29170/21	THEFT OR UNAUTH TAKING OF PEDAL CYCLE	08/06/2021 19:00	Manor Road

Appendix 2

FC21/148

Nothing significant to report.

FC21/152

Neighbourhood Plan Steering Group Report

No report available as this steering group had not met since 26th May 2021.

FC21/153

Planning & Environment Committee Report

(Please note items highlighted yellow require formal approval by members under this/an alternative agenda item)

9th June 2021

Report from outside organisations – for information only

- Bedford Borough Council. Temporary road closure for Cause End Road – adjacent to 43. This temporary road closure (to enable a new water connection) is anticipated to be in operation 08.00 – 18.00 from 16th – 18th June 2021. Signed alternative routes for vehicles are via Bedford Road/Church Road. For further information please contact Anglian Water: 08457 145145.
- Bedford Borough Council. The decision on the Turvey Neighbourhood Development Plan has now been published. Bedford Borough Council has decided to accept the examiner's recommended modifications to the draft plan and the plan will then proceed to referendum. The date of the referendum is yet to be determined. The decision statement and further details on the Turvey Neighbourhood Development Plan is available to view on the Council's website at:
<https://www.bedford.gov.uk/planning-and-building/planning-policy-its-purpose/neighbourhood-planning/turvey-neighbourhood-plan/>.
- Bedford Borough Council. Information relating to the management and collection of refuse collections (this applies to the refuse bin at Lorraine Road cemetery only).

Matters arising from the minutes – for information only

See under 30th June 2021.

Planning Applications – for resolution

21/01477/FUL – 30 Lorraine Road. Single storey front and side extension.

Resolved **NO OBJECTION.**

Proposed: Cllr Bygraves.

Seconded: Cllr Randell.

Resolved by all present.

21/01503/FUL – 10 Granby Way. Garage conversion.

Resolved **NO OBJECTION.**

Proposed: Cllr Randell.

Seconded: Cllr Quirk.

Resolved by all present.

21/01523/FUL – 32 Hollies Walk. Single storey rear extension.

Resolved **NO OBJECTION.**

Proposed: Cllr Hensher.

Seconded: Cllr Lloyd.

Resolved by all present.

Resolutions

P21/132 – To revisit a proposal to add posts on the grass area of Popes Way Green (Lorraine Road end) and to resolve a suitable course of action.

Resolved to accept the layout as circulated ahead of the meeting and quotation from Glasdon UK Ltd. The clerk was instructed upon their return to source installation costs.

Proposed: Cllr Hensher.

Seconded: Cllr Noakes.

Resolved by all present.

30th June 2021

P21/136 – To appoint Cllr Watson as a member of the Planning & Environment Committee.

Resolved to appoint Cllr Watson as a member of the Planning & Environment Committee.

Proposed: Cllr Quirk.

Seconded: Cllr Bygraves.

Resolved by all present.

Report from outside organisations – for information only

- Bedford Borough Council. The following Neighbourhood Plans were adopted by Bedford Borough Council's Executive on 9th June 2021 and will now form part of Bedford Borough Council's development plan:
 - Bletsoe;
 - Bromham;
 - Stevington;
 - Thurleigh.

A copy of these plans and all ancillary information may be accessed [here](#).

Matters arising from the minutes – for information only

- P19/059 – Damaged/listing brick wall at St. Mary's churchyard. Resolved 27th September 2017 (P17/222) to appoint a structural engineer to inspect the wall and advise on what remedial works are necessary. Following that report, resolved 31st January 2018 to immediately extend the existing temporary picket fence and place signage in the area, warning of the wall's unstable nature, pending remedial works. A response from Historic England has now been received which recommended rebuilding the wall using reclaimed bricks on a like-for-like basis. Resolved 9th May 2018 (P18/111) to request Historic England consider different works, however Historic England have since replied stating they wish to defer to Bedford Borough Council as local planning/conservation authority for further guidance. Resolved 10th April 2019 (FC19/059) to source accompany/individual qualified to assist with the works. Cllr Quirk and the clerk met with a potential contractor on 31st July 2019 and a survey report has been received. Other potential contractors continue to be chased. The clerk and Cllrs Lloyd and Quirk were due to meet Q1 2020 to determine a tender process, but this has been placed on hold due to ongoing Coronavirus (Covid-19) restrictions.
- P20/228 – Transfer of parish council-owned streetlights to Bedford Borough Council. Resolved 27th June 2018 (P18/154) to continue with the transfer and request Bedford Borough Council carry out structural examinations to all columns. Clerk has been told the Borough Council are dealing with this, but they have several other parishes to deal with too and timescales are not yet known. The clerk provided Bedford Borough Council with latest risk assessments and inspection reports on 24th June 2020. Bedford Borough Council has since requested further testing which cannot be undertaken due

to the style of columns and it was resolved 28th October 2020 (FC20/228) that Bedford Borough Council take on the columns if further testing is required. The further testing issue has now been resolved and the clerk is currently awaiting the relevant paperwork, confirming bar one minor issue, all is in order. Resolved 31st March 2021 (P21/082) to accept that paperwork and again request Bedford Borough Council take on the ownership/maintenance of the streetlights. The clerk has now been informed Bedford Borough Council will draft a scheme plan, costings and payback period for consideration.

- P20/061 – Improved entrance signage at Lorraine Road cemetery. Resolved 30th January 2019 (P19/012) that suggestions for signage (including materials, location, and costings) be submitted to the Clerk ahead of further discussions by this committee. Resolved 10th April 2019 (FC19/060) to obtain quotations for a sign similar to that at the cemetery entrance at Barton-le-Clay and the clerk has applied for a planning pre-application. The clerk is now obtaining planning permission and sourcing suitable contractors to quote for the works. This project has been delayed due to Coronavirus Covid-19 restrictions.
- P20/013 – War Memorial works and removal of adjacent conifers. FA Bartlett Tree Experts Ltd have been appointed to remove the conifers and carry out remedial works to the adjoining hedgerow and ash tree (the latter was growing into a highways street lighting column). The conifers have now been removed and the ash tree trimmed. Memorial Makeovers have now recommended leaving the works until the end of 2020 to allow for further settlement which has been caused by the removal of the conifers. Memorial Makeovers have confirmed the structure remains sound and did revisit in early February 2021. The clerk has been informed works should commence imminently.
- P21/009 – Planning Application 20/02422/TPO – The Keeley, 155 Bedford Road. T1 Yew tree – fell to ground level. Concerns were previously raised the tree had been felled before expiration of the tree protection notice period. Bedford Borough Council has responded as follows:
“We are aware that the tree was removed without consent and the Council’s Tree Officer is in discussions with the owner’s tree surgeon to secure a replacement tree within the current planting season. We would have supported the tree’s removal but would have required a replacement tree by planning condition had the application been allowed to run its proper course”. This committee noted Bedford Borough Council’s response at its meeting on 13th January 2021 and stated it would continue to monitor the situation. BBCllr/Cllr Wheeler has been asked to chase for an update, however it is understood Bedford Borough Council currently has no planning enforcement officers in situ.
- P21/028 – Open Design Competition, Berryfields/Fields Road roundabout. Resolved 27th January 2021 (P21/028) to place an article in March’s Wootton newsletter inviting designs and/or proposals for the roundabout from residents and/or local schools. March’s newsletter has now been delivered and reference was made again in June’s edition. The clerk has received one suggestion to date and will bring that to a future meeting of this committee for consideration.

Planning Applications – for resolution

[21/01539/COU](#) – 10 Hollies Walk. Change of use from C3 dwelling house to C2 residential care home for up to four services users with learning disabilities.

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

- Members were concerned over a lack of information in the plans relating to resident requirements and staff ratios. It was noted both BBCllr/Cllr Wheeler and the clerk had been contacted by residents with the same concerns.

Proposed: Cllr Noakes.

Seconded: Cllr Bygraves.

Resolved by all present.

[21/01589/FUL](#) – 23 Summerfield Drive. Single storey side extension and side extension/alterations to existing conservatory.

Resolved **TO OBJECT** using the following material considerations:

Full Council Minutes 14th July 2021

- Works may reduce the line of sight for passing vehicles;
- Proposed works are out of character with neighbouring properties;
- Works may be sited over the building line.

Proposed: Cllr Noakes.

Seconded: Cllr Bygraves.

Resolved by all present.

[21/01702/FUL](#) – 34 Granby Way. Single storey side and rear extension.

Resolved **NO OBJECTION**.

Proposed: Cllr Noakes.

Seconded: Cllr Bygraves.

Resolved by all present.

[21/01707/M73](#) – Land South of Fields Road. Erection of 600 dwellings including vehicular access, pedestrian and cycle links, public open space, car parking, landscaping, drainage and associated infrastructure works including variation of approved plans condition 2 attached to 15/02060/MAF, to allow for change in brick specifications on plots 124-132.

Resolved **NO OBJECTION**.

Proposed: Cllr Noakes.

Seconded: Cllr Bygraves.

Resolved by all present.

Planning Approvals (by Bedford Borough Council) – for information only

21/01426/AGR – Land at Kiln Farm, Keeley Lane. Erection of agricultural barn.

This council was not previously consulted on this application.

21/01212/FUL – 66 Ashpole Avenue. Two storey side extension with single storey link to garage.

This council previously raised **NO OBJECTION**.

21/00313/FUL – 34 Arthur Black Way. Rear dormer with cladding.

This council previously raised **NO OBJECTION**.

21/00032/FUL – 6 Fields Road. One and two storey front, side and rear extension and balcony to rear. Erection of rear garden office building

This council previously raised **NO OBJECTION**.

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

21/01081/FUL – 23 Summerfield Drive. Single storey side extension and side extension/alterations to existing conservatory.

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

Notice of planning application for the installation of ground mounted solar PV array and associated infrastructure on land at Stewartby Landfill.

Given the proposal was outside the parish, members determined there was no need for a meeting.

Resolutions

P21/145 – To receive a report from Cllr Quirk regarding the replacement of fencing abutting the recreation ground and to resolve a suitable course of action.

This agenda item was heard after P21/136.

The clerk and Cllr Quirk provided background to the request, which included the replacement of fencing, clearance of scrub to enable that replacement, the possible purchase of additional land from the parish council and potential replacement of chain-link fencing.

It was noted the parish council was unable to dispose of any land without the permission of the Secretary of State, and only under extreme circumstances. It would also set a precedent for other residents.

After further discussion it was resolved the scrub be removed (potentially along the full boundary line to prevent the area being used for dubious activities). Mature trees would remain in place and in order to determine the best course of action with regard to the replacement fencing due to tree root concerns, the clerk agreed to contact the parish council's arboriculturist and arrange a site visit with the resident.

It was further resolved to leave the re-instatement of the chain-link fencing on file.

Proposed: Cllr Quirk.

Seconded: Cllr Noakes.

Resolved by all present.

Sue Edgar Playford BA (Hons) PSLCC

Clerk to the Council and Responsible Financial Officer

5th July 2021

FC21/154

ROADS AND PAVEMENTS SAFETY STEERING GROUP PAP¹ 2021-22

No project action plan available as this safety steering group has not met since 19th May 2021.

¹ Project Action Plan.

FC21/155**Project Action Plan for Ongoing Projects**

Please refer to earlier Project Action Plans (published within Completed Full Council Minutes) for PAP information relating to 2020 and/or earlier. These are available to view either via the Clerk to the Council or at: https://woottonpc.bedsparishes.gov.uk/files/index?folder_id=3322937

Priority	Action	Timescales	Budget				Update	Project Manager
			CIL Money	Grants	EMR Money	Est Cost		
Medium	Average Speed Cameras	2021	£220,000	£80,000 s106 funding	£0	£300,000	<u>9th June 2021</u> Cllr Wheeler has been asked to obtain costings to install a set of cameras along Cranfield Road	Cllrs Lloyd and Wheeler
High	Community Centre Lease Agreement	2021	£0	£0	£0	£1,500	<u>14th July 2021</u> Latest lease amendments/annotations have been returned to Hillary Cooper Law	Cllr Bygraves
Low	Lecterns	2021	£1,200 per lectern	£0	£0	£0	<u>11th November 2020</u> Cllr Quirk confirmed wording for the Keeley Lane lectern would be confirmed and circulated to members once the location had been determined <u>14th July 2021</u> Cllr Quirk confirmed he would email suggested wording to all councillors	Cllr Quirk
Low	Lorraine Road Cemetery extension	Ongoing	£0	£0	£22,000	£100,000	<u>12th February 2020</u> Cemetery will be full by 2050. WPC will continue to earmark £5k annually with a view to approaching the Crown Estate in future years to purchase land adjacent to the existing cemetery <u>14th July 2021</u> Regeneration Positive have been approached to liaise with the Crown Estate to try and secure an area of land for a tree planting project (delivered by the Forest of Marston Vale) which could also include the area needed to expand the cemetery	Cllr Quirk

High	Neighbourhood Plan	2020 and ongoing	£0	£8,000	£1,314	£0	<u>14th July 2021</u> All documentation has been submitted to Bedford Borough Council as part of the next stage process	Cllr Hensher
Low	Noticeboards	Ongoing	£0	£0	£2,500	£500-£1,000	<u>12th February 2020</u> When needed	Clerk
Low	Real Time Passenger Information (Bus Stops)	Ongoing	£33,000			£33,000	<u>12th August 2020</u> A formal report requesting units at four (possibly five) locations has been submitted to Bedford Borough Council and an acknowledgement has been received <u>10th March 2021</u> The clerk has been informed by Bedford Borough Council that the units cannot be mounted onto existing street lighting columns. Dedicated power columns will be required and the clerk is awaiting those costings	Cllr O'Dell
Medium	St Mary's Churchyard Brick Wall and Railings	Ongoing			£14,693	£10,000	<u>14th July 2021</u> The Clerk is looking to organise a meeting to discuss next steps	Cllr Quirk
Low	Street Lighting Columns – Transfer to BBC	Ongoing			£10,000	£10,000	<u>9th December 2020</u> A further response has been received from BBC stating an inspection to ILP's Guidance Note 22 Asset Management Toolkit: Minor Structures will be required. Andy Muskett (Andy Muskett Ltd) has confirmed he is due to undertake that training before Christmas 2020 and will complete the inspections thereafter <u>10th March 2021</u> Andy Muskett has now completed the inspections and the clerk is awaiting the relevant paperwork before liaising again with Bedford Borough Council <u>14th April 2021</u> That paperwork was accepted by the Planning & Environment Committee (31 st March 2021 P21/083)	Cllr Quirk

							and the clerk will now liaise again with Bedford Borough Council <u>9th June 2021</u> Timescales are awaited from Bedford Borough Council in relation to the transfer from the parish council	
Medium	Synthetic 4g Pitch as part of the Fields Road South Development	Ongoing		£700,000 s106 funding		£700,000	<u>14th July 2021</u> Neil Boddington has been appointed as Project Manager. Cllrs Lloyd, O'Dell, Randell and Wallace have been appointed as members of the Construction Working Group and Cllrs Bygraves and Wheeler have been appointed as members of the Fundraising Working Group.	Cllr Bygraves
Low	Wootton Village Entrance Sign(s) – Various Locations	2020 and ongoing			£23,000 Fields Road £15,000 Keeley Lane £5,000	£23,000	<u>9th December 2020</u> It was noted the sign at Keeley Lane could not support a brick design. This project was placed on hold until further notice	Cllr Martin

To be reviewed monthly at Full Council.

FC21/156**RISK ASSESSMENTS PLAN 2021-22**

WPC² assigns and reviews all Risk Assessments annually in May. This plan will detail who those Risk Assessments have been assigned to, timescales and any resultant findings/actions.

WPC will review the plan on a monthly basis to ensure timescales are adhered to and/or to receive updates and to sign off completed Risk Assessments.

Some, but not all, risk assessments can be viewed via the following link: <https://wootton-pc.gov.uk/parish-council/documents/>

Wootton Parish Council's Risk Assessments for 2021-22 (black font – complete, red font – outstanding, blue font – for sign off, green font – Covid-19 related):

Risk Assessment	Assigned to	Date assigned	Issues Arising/ Recommendations	Completion due by date/ Other Issues	Signed off date and initials
3 Tier Flower Planters					
Car Parks					
Cemeteries					
Changing Rooms and Toilet Block	SP	29.3.21	5.5.21 – members resolved at Full Council (FC21/092) no further action required	Apr 21	5.5.21 SP
Christmas Street Lighting					
Christmas Tree (including Switch On Event)					
Community Centre	N/A		This risk assessment should now be undertaken by the Charitable Trust		14.7.21 SP
Covid-19 Play Areas – including MUGAs and Skate Park	SP	19.5.21	9.6.21 – members resolved at Full Council (FC21/125) no further action required		9.6.21 SP

² Wootton Parish Council
Full Council Minutes 14th July 2021

Defibrillators	SP	19.5.21	A Wootton Community First Responder undertakes daily and monthly checks – all checks are logged in the system	8.7.20 – Covid-19 update: All checks are undertaken by one individual. Any member of the general public using the equipment will do so at their own risk	Undertaken by Wootton's Community First Responders
Fun Fest	SP	N/A	Not needed until 2022	19.5.21 – Covid-19 update: Cancelled for 2021	9.6.21 SP
Generator	GL	18.5.21	None		9.6.21 GL
Keeley End Pond				8.7.20 – Covid-19 update: Residents are not encouraged to enter the area. There are no areas of seating	
Litter Picking (and caretaker)	SP	19.5.21	None	8.7.20 – Covid-19 update: All members of staff are lone workers. The litter picker and caretaker have been provided with gloves and hand sanitiser. The clerk is currently working from home and Covid-19 regulations are in place with regard to face to face meetings	9.6.21 SP
Lone & Isolated Working	SP	19.5.21	None	8.7.20 – Covid-19 update: All members of staff are lone workers. The litter picker and caretaker have been provided with gloves and hand sanitiser.	9.6.21 SP

				The clerk is currently working from home and Covid-19 regulations are in place with regard to face to face meetings	
Marquee	SP	19.5.21	None		9.6.21 SP
Memorial Hall Play Area	SP	29.3.21	None	29.3.21 – Please refer to the separate risk assessment for Covid-19	5.5.21 SP
MUGA – Church Road	SP	29.3.21	None	29.3.21 – Please refer to the separate risk assessment for Covid-19	5.5.21 SP
MUGA – Harris Way	SP	10.7.19	All remedial works relating to the lighting have now been completed and the latest RoSPA report received. This risk assessment should now be undertaken by the Charitable Trust	8.7.20 – Please refer to the separate risk assessment for Covid-19	14.7.21 SP
Outdoor Film/Cinema Event					
Recreation Ground Gate Duty including volunteers	SP	18.5.21	None		9.6.21 SP
Recreation Ground Play Area	SP	29.3.21	None	29.3.21 – Please refer to the separate risk assessment for Covid-19	5.5.21 SP
Remembrance Sunday Parade					
Resuming Face to Face Meetings	SP	29.4.21	None	Ongoing whilst Covid-19 measures remain in place	5.5.21 SP
Silhouette			The silhouette is currently being stored by Cllr Bygraves before being re-sited adjacent to the war memorial (which has outstanding remedial works)		

Skate Park	SP	29.3.21	None	Apr 21	5.5.21 SP
Sports Pitches – Church Road	SP	18.5.21	None		9.6.21 SP
Sports Pitches – Harris Way			14.4.21 – ProPitch (iVerde) have been appointed to undertake the pitches maintenance programme. Works are ongoing	8.7.20 – Covid-19 update: No football is currently being played	
Street Furniture	SO				
Trees	SP	18.5.21	None		9.6.21 SP
Village Sign					
War Memorial	JN		18.5.21 – works remain outstanding to remedy the cracked base. Complete this risk assessment when those works have been completed		
Work Station (Clerk) – to include the parish office within the community centre	GL		27.7.20 – HSE states organisations with fewer than five employees do not need to put risk assessments in writing. Once the office is operational periodic checks will be undertaken and any significant issues recorded	8.7.20 – Covid-19 update: Office is currently closed	

To be reviewed monthly at Full Council.

Please visit the following link:

<https://wootton-pc.gov.uk/parish-council/finances/?eeFolder=Finance/ReceiptsPayments&eeFront=1>