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Minutes of the Meeting of the **Planning Committee** held on Wednesday 26th March 2014 at 7pm in the Memorial Hall, Bedford Road, Wootton.

Open Forum	One member of the public was in attendance and spoke under Open Forum about fly-tipping, verge parking and driving over the green in St. Mary’s Road, and parts of Tithe Barn Road. The fly-tipping had been resolved, however the other issues had not – and he passed round photographs so members could fully appreciate the situation. Requests for Bedford Pilgrims Housing Association to intervene had been unsuccessful and he was looking for the Parish Council to add its voice, in an attempt to resolve the issues. Cllr Quirk informed him it would feature as a future agenda item and thanked him for attending. The resident then left the meeting.			Public Bodies (Admissions to Meetings) Act 1960 s1(2) and Local Government Act 1972 s100.
Present	Cllrs Quirk, Chalmers, Doggrell, Lloyd, Price and Wheeler. In Attendance: Sue Playford (Clerk).			
Absent	None.			
Agenda no	Agenda item title	Resolution	Action	Power
P14/51	Apologies for absence. Cllr Willison.			Local Government Act 1972 Sch12 p40.
P14/52	Disclosure of local and/or disclosable pecuniary interests. None.			Local Government Act 1972 s117.
P14/53	Report from outside organisations. None.			
P14/54	List of correspondence received (copies of correspondence can be requested from the Clerk). Proposed temporary road and footway closure – Green Lane, Stewartby (level crossing). To facilitate level crossing renewal work. From a point approx. 20 metres south of the level crossing to a point approx. 10 metres north of the level crossing. Closures are anticipated to be in operation as follows: Between 2200hrs Saturday 10 th May 2014 to 0600hrs Monday 12 th May 2014; Between 2100hrs and 0600hrs on 4 nights from Monday 12 th May 2014 to Friday 16 th May	No further comments received.		

	2014; Between 2200hrs Saturday 17th May 2014 to 0600hrs Monday 19th May 2014; Between 2100hrs and 0600hrs on 4 nights from Monday 19th May 2014 to Friday 23rd May 2014; Between 2100hrs and 0600hrs on 4 nights from Monday 26th May 2014 to Friday 30th May 2014; Between 2100hrs and 0600hrs on 4 nights from Monday 2nd June 2014 to Friday 6th June 2014; From 2100hrs Thursday 26th June 2014 to 0600hrs Friday 27th June 2014; Between 2100hrs and 0600hrs on 2 nights from Wednesday 2nd July 2014 to Friday 4th July 2014 – specific dates will be advertised nearer the time. Where possible access will be maintained to property and premises but may be restricted from time to time. Proposed temporary road and footway closure – Broadmead Road, Stewartby (Wootton Broadmead level crossing). To facilitate an annual level crossing inspection. From a point approx. 20 metres north-west of the level crossing to a point approx. 20 metres south-east of the level crossing. The closure is anticipated to be in operation from 2300hrs Saturday 7th June 2014 until 1200hrs Sunday 8th June 2014 – specific dates will be advertised nearer the time. Where possible access will be maintained to property and premises but may be restricted from time to time. Proposed temporary road and footway closure – Green Lane, Stewartby (level crossing). To facilitate an annual level crossing inspection. From a point approx. 20 metres south of the level crossing to a point approx. 20 metres north of the level crossing. The closure is anticipated to be in operation from 2300hrs Saturday 12th July 2014 until 1200hrs Sunday 13th July 2014 – specific dates will be advertised nearer the time. Where possible access will be maintained to property and premises but may be restricted from time to time.	No further comments received. No further comments received.		
P14/55	Minutes of the previous meeting. Members of the Planning Committee were asked to receive and adopt the minutes of the Planning Committee meeting held on the 26th February 2014.	Minutes were received and adopted. Proposed: - Cllr Lloyd. Seconded: - Cllr Doggrell. Resolved by all present.		Local Government Act 1972, Sch 12 p 41.
P14/56	Matters arising from the minutes to include Issues log review – for information only. P11/47 - Overgrown alleyway Lorraine Road/Hoo Close. Clerk has written to Mr Wiles to request permission to burn scrub on his land – before contacting Borough to request remedial works to the footpath and fencing. Mr Wiles is not authorised to burn scrub so had to turn down the parish council's request. He expressed concerns about debris being left behind that could be harmful to cattle, but will keep checking the field and will report back again to the Clerk. Clerk wrote again 14.6.13. Clerk met			

	with Amey and Highways on 11.9.13 and they will write to Mr Wiles and consider works to the hedgerow and fencing. It is understood the land may have recently sold. • P12/140 – Grass cutting within the village. Contracts have been awarded for 2014-17. • P12/142 – Pond near Keeley Lane. The handyman has installed the life belt and sign. See separate agenda item. • P13/40 – Poor state of roads and footpaths within the village. Borough will consider major works to Bedford Road, and have listed proposals for the footpaths leading to Tithe Barn Road from Church Road, Squires Road and Russell Way. Clerk has since requested they look at Elmsdale Road, and the footpath by the post office on Bedford Road. Amey have responded regarding the Bedford Road footpath to say they believe no remedial works are required at this stage, but that they will continue to monitor. A resident has contacted the Clerk to say he also did a walk about with members from the Highways Department – Cllr Doggrell will be liaising with him to ensure a uniform approach (the resident has been told to expect remedial works before the end of February 2014). Several pot holes have now also been reported and the Clerk has been informed Amey intend to visit the village 17.1.14. No further updates received – the resident has recently requested an update from Highways. The Clerk met with BBCllr Prescod on 10.3.14 and requested he continue to chase. • P13/87 – Transfer of ownership of Lorraine Road Green. Completed paperwork has been returned to Bedford Borough Council. Clerk has received an acknowledgement from Linda Stevens and chased again 16.1.14. No further update received. • P13/109 – Studley Road grass area. It was resolved at Planning on 11th December to leave this on file pending the outcome of the proposed development behind Studley Road. Clerk has since written to BNP Paribas Real Estate UK and Bedford Borough Council (who adopted the footpath) informing them of their Health & Safety obligations. • P13/213 – Village Hall car park entrance. A revision to the proposed works was agreed at Planning on 12th February and the works will take place w/c 12.5.14. Notices and letters will be prepared to advertise the works nearer the time. Guttering and down pipes to the changing rooms have been replaced. • P14/48 – Replacement Highways litter bins: Cause End Road/St. Mary's Road junction and Hall End Road (opposite upper school). Works have been completed – move to close. • P14/49 – Request for a new bin adjacent to the bus shelter (opposite junction with St Mary's Road). Clerk has been informed a post-mounted bin would not be suitable (too small and easily removed) and has received confirmation from the Borough Council it would be included in their weekly rounds for emptying. See separate			
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	agenda item. P14/50 – Identification of Parish Council/Borough Council street lights. Records differ between the two organisations and the Clerk and Cllr Quirk will be working to resolve this. Ongoing.			
P14/57	a) Planning Applications. None. b) Planning Approvals. 13/02579/FUL – 10 Halegate – single storey rear extension. This council had previously recorded NO objection. 13/02581/FUL – 10 Grovebury Court – single storey front/side extension. This council had previously recorded NO objection. 14/00260/HPN – 111 Bedford Road – prior notification for single storey rear extension(s) between 4 and 8 metres depth. This is not a planning application because it relates to development that is permitted by Government Regulation. It will not therefore be reported to the Planning Committee but considered by officers under delegated powers. Only objections from adjoining neighbours can be considered and, if officers confirm that the Development can proceed, it must be completed by 30th May 2016. For information only. c) Planning Applications withdrawn. None. d) Planning Refusals. None.			Town & Country Planning Act 1990 & subsequent.
P14/58	To request above applications be considered by the full Planning Committee of Bedford Borough council.	Not applicable.		Town & Country Planning Act 1990 & subsequent.
P14/59	To consider representation of the Council at the Planning meeting of Bedford Borough council discussing the above applications.	Not applicable.		Town & Country Planning Act 1990 & subsequent.
P14/60	To revisit a request from a resident in Cause End Road for an additional highways litter bin to be sited next to the bus shelter (opposite St. Mary's Road).	Resolved that a standard bin be placed, subject to consultation, which the Clerk agreed to bring back to members before proceeding further. Proposed: Cllr Chalmers.	Clerk to undertake consultation and inform members of	Litter Act 1983, ss5&6.

		Seconded: Cllr Price. Resolved by all present.	findings before proceeding further.	
P14/61	To revisit a report previously circulated with regard to remedial works to Keeley End pond.	Cllr Price had spoken to a near neighbour who was keen that the area be kept as natural as possible – in line with earlier suggestions. As the grass contractors had been requested to add this area to their schedule, it was resolved they be asked to work on the strip of land between the brick wall and tarmac, situated on the footpath leading from Bedford Road to Hollies Walk. In terms of the report, it was resolved that the brambles be cut back (again by the contractor) and a dead shrub be removed. The neighbour was happy to allow access from her property if necessary. Cllr Quirk was satisfied the works undertaken by Persimmon to the fence on the opposite side to the footpath were satisfactory. Further works to make the platform safe could be undertaken by the handyman. The Clerk had contacted RoSPA to request they include the area as part of their annual checks – it was expected this would include any recommendations on the gate. Cllr Price and the Clerk agreed to meet with the handyman to draw up a detailed list of all necessary works. The Clerk added that a volunteer had offered to tidy the area, but concerns were raised about potential health & safety risks. Proposed: Cllr Price. Seconded: Cllr Lloyd.	Clerk, Cllr Price and handyman to meet and draft a list of all works, before contacting all relevant parties.	Open Spaces Act, 1906 s10.

		Resolved by all present.		
P14/62	To consider and respond to a consultation received from the Highways Agency with regard to the amendment of route anomalies as originally detailed in original 2008 orders.	Resolved to accept the retrospective consultation without further comment. Proposed: Cllr Wheeler. Seconded: Cllr Price. Resolved by all present.	Clerk to inform Highways Agency.	Highways Act 1980, s13.
P14/63	To consider an amendment with regard to the existing cemetery fees structure.	After discussion it was deemed impossible to determine set criteria to cover all situations and scenarios, and it was resolved that the Clerk make the following addition to the existing fees on page 1, accommodating the final point from page 3; <i>In exceptional circumstances and at the discretion of three members of the Planning Committee (to include the Chairman where possible), fees may be reduced or waived.</i> The Clerk agreed to circulate the amendment to all members, ahead of its distribution to Clergy members and undertakers. Proposed: Cllr Quirk. Seconded: Cllr Wheeler. Resolved by all present.	Clerk to draft and circulate as necessary.	Open Spaces Act 1906, ss9&10.

Meeting closed at 7.35pm.

Chairman.....

Date.....