



WOOTTON PARISH COUNCIL

3 Longden Close
Haynes
Bedfordshire
MK45 3PJ

Tel: 07531 930788

E-mail: woottonparishclerk@gmail.com

Website: woottonpc.bedsparishes.gov.uk



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Minutes of the Meeting of the **Planning & Environment Committee** meeting held on Wednesday 10th September 2014 at 7pm in the Memorial Hall, Bedford Road, Wootton.

Open Forum	There was one member of the public present who wished to observe the presentation being made under Full Council. 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(2) and Local Government Act 1972 s100.
Present	Cllrs Quirk, Chalmers, Lloyd, Price and Wheeler. In Attendance: Sue Playford (Clerk).			
Absent	None.			
Agenda no	Agenda item title	Resolution	Action	Power
P14/177	Apologies for absence. Cllr Doggrell.			Local Government Act 1972, Sch12 p40.
P14/178	Disclosure of local and/or disclosable pecuniary interests. None.			Local Government Act 1972, s117.
P14/179	Report from outside organisations – for information only. None.			
P14/180	List of correspondence received (copies of correspondence can be requested from the Clerk). Email received from Bedford Harriers AC.	No further comments received.	Clerk to keep on file.	
P14/181	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 27 th August 2014.	Resolved to receive and adopt. Proposed: - Cllr Price. Seconded: - Cllr Chalmers. Resolved by all present.	Clerk to keep on file.	Local Government Act 1972, Sch 12 p 41.

P14/182	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 the new owners The Crown Estate, to request remedial works to the brook, ditch and hedgerow. An acknowledgement has been received. Ongoing. • P12/142 & 14/85 – Pond near Keeley Lane. Letter sent to resident. Ongoing. • 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. Cllr Doggrell and the Clerk are to undertake a further walk around the village, in order to see what works have been undertaken to date. Cllr Doggrell has completed an updated report, and the Clerk has requested the same from Highways. Cllr Lloyd and the Clerk met with the Mayor and Deputy Mayor on 20th August 2014 to point out the poor state of roads and footpaths at various sites within the village – including recently undertaken repairs in the Church Road/Jenkyn Road area. • 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. The Mayor has granted approval and a cooling off period is now taking place. Clerk has queried the peppercorn rent as detailed by Linda Stevens, as the paperwork states this is only applicable in certain cases. The Mayor has agreed to chase on the Clerk's behalf. • 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. Bedford Borough Council has since undertaken an inspection of the fence and stated as it is not impeding on the public highway, they will not take any further action. Clerk chased BNP Paribas			
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	Real Estate UK again 30.4.14. No response received to date. A resident has informed the Clerk is has also taken the issue forward with Bedford Borough Council, as vermin have been spotted in the vicinity. The Clerk has asked another Licensed Insolvency Practitioner to liaise with Maidment Judd and/or BNP to help progress the matter and has also contact the Borough Council. Ongoing. • 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, and a meeting was held with the Borough Council, who confirmed their records were out of date. A proposal was made that the Borough Council adopt all street lights, and the Clerk is waiting for a further update. Ongoing. • P14/84 & P14/152 – Parking problems/yellow lines proposals. The Clerk and several councillors met with Bedford Borough Highways on 1st July 2014 to discuss proposals for double yellow lines at several points within the village. Resolved at planning meeting on 30th July 2014 (P14/152) to accept some but not all proposals. Clerk has fuller details if needed. Ongoing. • P14/125 & P14/137 – Lime tree at Lorraine Road cemetery. Resolved to undertake remedial works at planning meeting on 9th July – ongoing. Investigations as to whether the tree should be crowned every number of years remain ongoing. Remedial works have been completed and the Clerk continues to look for correspondence regarding its crowning. Ongoing. • P14/139 – Request for remedial works to tree and undergrowth in St. Mary's extension cemetery. Please see agenda item P14/187. • P14/149 – Revisit tree inspection report. Resolved at planning meeting on 30th July 2014 that the Clerk seek quotations to undertake another inspection of all Parish Council trees. Ongoing. • P14/151 – Possible purchase of additional land to extend Lorraine Road cemetery. Resolved at planning meeting on 30th July 2014 that Cllr Quirk provide the Clerk with the information required by The Crown Estate. Ongoing. • P14/176 – Commemoration of the centenary of the outbreak of World War 1. A tree is on order, the Clerk is to order a bench and plaque (wording has been agreed with the Wootton branch of the Royal British Legion). Arrangements are in hand for a service of dedication towards the end of October 2014.			
P14/183	a) Planning Applications. 14/02049/FUL – Acorn Cottage, 30 Bedford Road – single storey front, side and rear extension.	Resolved no objections. Proposed: Cllr Chalmers. Seconded: Cllr Lloyd. Resolved by all present.	Clerk to keep on file.	Town & Country Planning Act 1990 & subsequent.

	<u>14/01962/FUL</u> – Fox Cottage, 27 Church Road – single storey front extension. b) Planning Approvals. None. c) Planning Applications withdrawn. None. d) Planning Refusals. None.	Resolved no objections. Proposed: Cllr Chalmers. Seconded: Cllr Lloyd. Resolved by all present.		
P14/184	To request above applications be considered by the full Planning Committee of Bedford Borough Council.	Not applicable.		Town & Country Planning Act 1990 & subsequent.
P14/185	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.
P14/186	To receive a report from the Clerk regarding correspondence received relating to Highways issues within the village, and to resolve what, if any, further action to take.	The residents' letter was received and read with interest. The Clerk had responded inviting him to attend this meeting, adding the majority of concerns fell within the Borough Council's remit but no further response was received. Resolved to keep the correspondence on file. Proposed: Cllr Price. Seconded: Cllr Lloyd. Resolved by all present.	Clerk to keep on file.	Road Traffic Regulation Act 1984, ss44&72.
P14/187	To receive a further report from the Clerk and Cllr Quirk regarding remedial works recently undertaken in St. Mary's cemetery extension, and to resolve what, if any, further works are required.	The resident had been invited to attend this meeting but was unable to do so. Cllr Quirk produced a 1926 Ordnance Survey Map which detailed fencing around the property in question. Common practice was for churches to fence cemeteries if necessary, but not to add to what was already there and so members agreed the fence was on private land and not the Parish Council's responsibility. Cllr Quirk added the electricity sub-station was built in the 1950's or 60's and would most likely	Clerk to take forward.	Open Spaces Act 1906, s10.

		have cables running along the back of the cemetery and under the church hall car park to service Tithe Barn and St. Mary's Roads in part (possibly also the substation in Tithe Barn Road). Chain link fencing would not have been installed by either the church or Parish Council. Cllr Quirk also asked if the undergrowth (already cut back by 1 metre from the fence panels) be cut back further to discourage vagrants from sleeping there (as happened in the summer). He also confirmed he was still investigating Ordnance Survey details, and would report further findings when known. Cllr Wheeler then mentioned a gap in the hedgerow which ran alongside Church Road near the substation, made worse by school children using it as a cut through. After further discussion it was resolved to place wire across the gap detailed above and plant hawthorn/blackberry in keeping with the existing hedgerow. It was also resolved that further works to the undergrowth between the property and churchyard were not required but that a yearly check be undertaken to ensure it doesn't become overgrown once more. Proposed: Cllr Price. Seconded: Cllr Lloyd. Resolved by all present.		
P14/188	To receive a report from Cllr Quirk regarding a dead tree within St. Mary's cemetery extension, adjacent to the footpath, and to resolve what, if any, remedial works are required.	The Clerk authorised previous emergency works to make safe the tree, which had fallen in part before tonight's meeting. After further discussion it was resolved she authorise completion of these works, to include taking the tree down to ground level and removing all cuttings. Proposed: Cllr Chalmers. Seconded: Cllr Price. Resolved by all present.	Clerk to take forward.	Open Spaces Act 1906, s10.
P14/189	To receive a report from Cllr Quirk regarding replacement street lights	Cllr Quirk detailed he undertook an annual	Clerk to take	Parish Councils Act

	within the village.	assessment of all street lights for which the Parish Council had responsibility. Those in question he wished to be considered for replacement included two on Hall End Road and three in Potters Cross. Whilst not considered an imminent danger they all displayed rust holes within the columns, a sign that they were coming to the end of their lifespan. Cllr Lloyd asked if anything more had been heard from the Borough Council regarding their proposal to consider adopting all village street lights. Cllr Quirk and the Clerk confirmed nothing more had been heard. After further discussion it was resolved to seek quotations to replace two on Hall End Road and three in Potters Cross (all heritage style with shields). Proposed: Cllr Price. Seconded: Cllr Chalmers. Resolved by all present.	forward with Cllr Quirk.	1957, s3.
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Meeting closed at 7.30pm.

Chairman.....

Date.....