



# WOOTTON PARISH COUNCIL

3 Longden Close  
Haynes  
Bedfordshire  
MK45 3PJ

Tel: 07531 930788

E-mail: [woottonparishclerk@gmail.com](mailto:woottonparishclerk@gmail.com)

Website: [woottonpc.bedsparishes.gov.uk](http://woottonpc.bedsparishes.gov.uk)



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Minutes of the Meeting of the **Planning & Environment Committee** meeting held on Wednesday 24<sup>th</sup> June 2015 at 7pm in the Memorial Hall, Bedford Road, Wootton.

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| <b>Open Forum</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | There were no 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. |  |
| <b>Present</b>    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Cllrs Quirk, P. Bennett, Chalmers, Doggrell, Lloyd, Price and Wheeler.                                 |                        |                                                                                           |  |
| <b>Absent</b>     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | None.                                                                                                  |                        |                                                                                           |  |
| <b>Agenda no</b>  | <b>Agenda item title</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | <b>Resolution</b>                                                                                      | <b>Action</b>          | <b>Power</b>                                                                              |  |
| <b>P15/140</b>    | <b>Apologies for absence.</b><br>Cllr Brady.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                        |                        | Local Government Act 1972, Sch12 p40.                                                     |  |
| <b>P15/141</b>    | <b>Disclosure of local and/or disclosable pecuniary interests.</b><br>None.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                        |                        | Local Government Act 1972, s117.                                                          |  |
| <b>P15/142</b>    | <b>Report from outside organisations – for information only.</b><br>None.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                        |                        | N/A.                                                                                      |  |
| <b>P15/143</b>    | <b>List of correspondence received (copies of correspondence can be requested from the Clerk).</b> <ul style="list-style-type: none"><li>Bedford Borough Council - Proposed Temporary Road Closure – Green Lane, Stewartby. To facilitate resurfacing works. From a point approximately 105 metres west of the level crossing to Brickworks Lane. Closure anticipated to be in operation between 0800hrs and 1800hrs Monday 29<sup>th</sup> June 2015 to Friday 3<sup>rd</sup> July 2015. Specific dates will be advertised locally closer to time. Where possible access will be maintained to property and</li></ul> | No further comments received.                                                                          | Clerk to keep on file. | N/A.                                                                                      |  |

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|                | <p>premises but may be restricted from time to time according to local signing.</p> <ul style="list-style-type: none"> <li>• Bedford Borough Council - Proposed Temporary Road and Footway Closure – Green Lane, Stewartby. For an annual level crossing inspection. From a point approximately 20 metres east of the level crossing to a point approximately 20 metres west of the level crossing. Closure anticipated to be in operation between 2300hrs Saturday 11<sup>th</sup> July 2015 and 0430hrs Monday 13<sup>th</sup> July 2015. Specific dates will be advertised locally closer to time. Where possible access will be maintained to property and premises but may be restricted from time to time according to local signing.</li> <li>• Bedford Borough Council – Notice of Confirmation of Public Path Order – Highways Act 1980. Wootton: Part of Footpath No 34 – Public Path Extinguishment Order 2015.</li> </ul>                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                        |                        |                                        |
| <b>P15/144</b> | <p><b>Minutes of the previous meeting.</b></p> <p>Members of the Planning &amp; Environment Committee were asked to receive and adopt the minutes of the Planning &amp; Environment Committee meeting held on the 10<sup>th</sup> June 2015.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <p>Resolved to receive and adopt.</p> <p>Proposed: - Cllr Price.</p> <p>Seconded: - Cllr Chalmers.</p> <p>Resolved by all present.</p> | Clerk to keep on file. | Local Government Act 1972, Sch12 p 41. |
| <b>P15/145</b> | <p><b>Matters arising from the minutes to include Issues log review – for information only.</b></p> <ul style="list-style-type: none"> <li>• P11/47 + P15/40 - Overgrown alleyway Lorraine Road/Hoo Close. Remedial works have been completed by the Crown Estate and they are due to remove a number of items which were fly tipped on their land (plus old fencing). The Borough Council has undertaken works on the footpath side to the hedgerow but the damaged fencing remains. The Clerk has passed the relevant details to BBCllr Wheeler. Ongoing.</li> <li>• P13/40 – Poor state of roads and footpaths within the village. Works have been carried out at several sites within the village including Church Road, Squires Road and Russell Way. BT have since dug up part of the footpath in Russell Way and are due to return to make good. Patch work has been carried out in other areas. Resolved 11<sup>th</sup> March 2015 (P15/64) to request remedial works to footpaths in the following areas:<br/>Thorpe/Foster/Neale/Emerton Way, Tithe Barn Road, from the Cause End Road junction (pharmacy side) and the entire length of Bedford Road (both sides) from the village boundary sign on Bedford Road to the village exit on Cranfield Road. The Clerk</li> </ul> | No further comments received.                                                                                                          |                        | N/A.                                   |

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|  | <p>has passed the relevant details to BBCllr Wheeler. Ongoing.</p> <ul style="list-style-type: none"> <li>• 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. Bedford Borough Council has made a proposal with costings for them to adopt all street lights. That adoption remains ongoing but it was resolved 10<sup>th</sup> December 2014 (FC14/196) to replace failing columns at Hall End (two) and Potters Cross (three). Ongoing.</li> <li>• P14/84 &amp; P14/152 &amp; P15/10 – Parking problems/yellow lines proposals. Clerk has been informed that Highways are reconsidering all proposals in light of objections received – it is thought this will now take place after the May 2015 elections. The Clerk has passed the relevant details to BBCllr Wheeler. Ongoing.</li> <li>• P14/248 &amp; P15/11 – Replacement programme of trees within the parish. Resolved 11<sup>th</sup> November 2015 (P15/39) to accept the retiring tree warden's recommendations but leave the works on file until autumn (better planting conditions).</li> <li>• P14/250 &amp; P15/124 &amp; P15/138 – Revisit tree inspection report. Please see agenda item P15/151.</li> <li>• P15/54 &amp; P15/123 – Land within School Lane (behind 'The Pound' and noticeboard) on Bedford Road. Resolved to replace the fencing with a similar wooden picket style. Clerk to secure quotations and bring back to planning for authorisation. Ongoing.</li> <li>• P15/75 &amp; P15/136 &amp; P15/137 – Regeneration of Keeley End Pond. Brambles have been cut back and sprayed. The RoSPA report has been received and noted – the gap along Bedford Road is to be infilled with planting and the Clerk will establish if signage in the area is RoSPA compliant. Cllrs Doggrell and Lloyd are to liaise with the lower school regarding planning – Cllr Lloyd's recent report on plants for the pond was accepted by members 10<sup>th</sup> June 2015 (P15/152) and will be taken forward. Ongoing.</li> <li>• P15/111 – Wood chippings to be added to Lorraine Road cemetery borders. The cemeteries contractors has been instructed to proceed. Ongoing.</li> </ul> |  |  |  |
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|         | <ul style="list-style-type: none"> <li>• P15/134 – Replacement notice board at Hall End. Resolved 10<sup>th</sup> June 2015 (P15/134) the board be replaced at the existing location. This will be undertaken either by a contractor or the replacement handy man). Ongoing.</li> <li>• P15/135 – Review of Cemetery Fees structure. The Clerk was instructed to make an amendment regarding kerbing 10<sup>th</sup> June 2015 (P15/135) before circulating to all members and distributing as necessary. Ongoing.</li> <li>• P15/139 – Ongoing and proposed capital projects for 2015-16. Resolved 10<sup>th</sup> June 2015 (P15/139) that: <ul style="list-style-type: none"> <li>▪ Replacement columns at Hall End and Potters Cross remain ongoing (current columns are failing;</li> <li>▪ Replacement trees at St. Mary's cemetery extension remain ongoing;</li> <li>▪ Plans be drafted ahead of taking forward a proposed new tarmac pathway, turning circle and memorial wall(s) at Lorraine Road cemetery;</li> <li>▪ Replacement columns at Keeley Lane and Squires Road be placed on hold, following correspondence from Bedford Borough Council detailing <u>their</u> intention to undertake the same replacements;</li> <li>▪ Wootton village (brick built) sign for Fields Road to be taken forward, but only following a site meeting with Andy Prigmore (Highways Department, Bedford Borough Council) on 16<sup>th</sup> June 2015.</li> </ul> </li> </ul> |                                                                                                                                                                                                                                           |                                                             |                                                               |
| P15/146 | <p>a) <b>Planning Applications.</b></p> <p><a href="#"><u>15/01328/FUL</u></a> – <b>Hall End House, 66 Hall End Road</b> – conversion of ground floor of garage to additional living space for existing first floor annex and external alterations.</p> <p><a href="#"><u>15/01344/FUL</u></a> – <b>4 Cranfield Road</b> – alterations to form dormer windows to front and rear elevations.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | <p>Resolved no objections.<br/>Proposed: Cllr P. Bennett.<br/>Seconded: Cllr Lloyd.<br/>Resolved by all present.</p> <p>Resolved no objections.<br/>Proposed: Cllr P. Bennett.<br/>Seconded: Cllr Lloyd.<br/>Resolved by all present.</p> | <p>Clerk to keep on file.</p> <p>Clerk to keep on file.</p> | <p>Town &amp; Country Planning Act 1990 &amp; subsequent.</p> |

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|                | <p><b>b) Planning Approvals.</b><br/>None.</p> <p><b>c) Planning Applications withdrawn.</b><br/>None.</p> <p><b>d) Planning Refusals.</b><br/>None.</p> <p><b>e) Planning - other.</b><br/>None.</p> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                      |                                                                                                                     |
| <b>P15/147</b> | <b>To request above applications be considered by the Full Planning Committee of Bedford Borough Council.</b>                                                                                         | N/A.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | N/A.                                 | Town & Country Planning Act 1990 & subsequent.                                                                      |
| <b>P15/148</b> | <b>To consider representation of the Council at the Full Planning Committee meeting of Bedford Borough Council discussing the above applications.</b>                                                 | N/A.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | N/A.                                 | Town & Country Planning Act 1990 & subsequent.                                                                      |
| <b>P15/149</b> | <b>To receive a report from the clerk regarding an enquiry on the lack of accessible bus stops within the village and to resolve a suitable course of action.</b>                                     | <p>The clerk provided background with regard to the initial enquiry made, detailing that she had spoken to a number of other parish clerks who had confirmed similar works carried out in their parishes had been undertaken by the Borough Council and not at the request of either their parish councils or ward councillors. Works included raised kerbing and tactile paving.</p> <p>BBCLlr/CLlr Wheeler confirmed he was continuing to push this forward at Borough level and requested details of which stops to prioritise.</p> <p>Resolved that the following be considered for enhancement and taken forward by BBCLlr/CLlr Wheeler, who would also establish if any consultation would be undertaken:</p> <ul style="list-style-type: none"> <li>• Opposite the Health Centre on Fields Road;</li> <li>• Either side of Bedford Road near Hanover Court;</li> </ul> | BBCLlr/CLlr Wheeler to take forward. | Localism Act 2011, Ch 1, s1-8 and Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012. |

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|                |                                                                                                                                                                        | <ul style="list-style-type: none"> <li>Either side of Cause End Road near St. Mary's Road.</li> </ul> <p>Proposed: Cllr Lloyd.<br/>Seconded: Cllr P. Bennett.<br/>Resolved by all present.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                      |                                                                                                                     |
| <b>P15/150</b> | <b>To receive a report from BCLlr/Cllr Wheeler regarding the Borough Council's ongoing review into 'On Street Parking' and to resolve a suitable course of action.</b> | <p>BBCllr/Cllr Wheeler detailed the report was a Borough-wide review into street parking (to include parking on pavements). Cllr Lloyd queried what solutions were being considered by the Borough Council, as yellow lines were only appropriate in areas near T-junctions (for safety purposes) and not simply to stop parking outside houses.</p> <p>Resolved to pass the following principal areas of concern to BBCllr/Cllr Wheeler but on the understanding alternative remedies to yellow lines were required:</p> <ul style="list-style-type: none"> <li>Foster Road/Neale Road;</li> <li>St. Mary's Road;</li> </ul> <p>Proposed: Cllr Price.<br/>Seconded: Cllr Chalmers.<br/>Resolved by all present.</p> | BBCllr/Cllr Wheeler to take forward. | Localism Act 2011, Ch 1, s1-8 and Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012. |
| <b>P15/151</b> | <b>To receive a visual tree inspection report from Bartlett Tree Experts Ltd and to consider its findings and resolve a suitable course of action.</b>                 | <p>Resolved that Bartlett Tree Experts be instructed to:</p> <ul style="list-style-type: none"> <li>Provide a fixed price quotation to undertake all category 1 and 2 works;</li> <li>Provide timescales by which the fixed price quotation would be received;</li> <li>Provide timescales by which all works would be completed, if the fixed price quotation were accepted.</li> </ul> <p>It was understood works would not take place until autumn, so as not to disrupt wildlife and that works to two trees off-site (one at St. Mary's cemetery and one</p>                                                                                                                                                    | Clerk to take forward.               | Localism Act 2011, Ch 1, s1-8 and Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012. |

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|                |                                                                                                                                                   | at the recreation ground) could not be undertaken by the parish council.<br>Proposed: Cllr Price.<br>Seconded: Cllr Chalmers.<br>Resolved by all present.                                                                                                                                                                    |                        |                                                                                                                        |
| <b>P15/152</b> | <b>To receive a report from Cllr Lloyd regarding weed damage to fencing at Lorraine Road cemetery and to resolve a suitable course of action.</b> | Cllr Lloyd detailed how weeds were growing through fencing into a garden adjoining the cemetery.<br>Resolved that the cemeteries caretaker be asked to spray the weeds cemetery side with appropriate weed killer and to revisit if necessary.<br>Proposed: Cllr Quirk.<br>Seconded: Cllr Lloyd.<br>Resolved by all present. | Clerk to take forward. | Localism Act 2011, Ch 1, s1-8 and<br>Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012. |

**Meeting closed at 7.30pm.**

Chairman.....

Date.....