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Minutes of the Meeting of the **Planning & Environment Committee** meeting held on Wednesday 29th July 2015 at 7pm in the Memorial Hall, Bedford Road, Wootton.

Open Forum		One member of the public was present who wished to observe the meeting only. No press were 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, P. Bennett, Brady, Doggrell, Lloyd and Wheeler. In Attendance: Sue Playford (Clerk).		
Absent		None.		
Agenda no	Agenda item title	Resolution	Action	Power
P15/164	Apologies for absence. Cllrs Chalmers and Price.		N/A.	Local Government Act 1972, Sch12 p40.
P15/165	Disclosure of local and/or disclosable pecuniary interests. None.		N/A.	Local Government Act 1972, s117.
P15/166	Report from outside organisations – for information only. None.		N/A.	N/A.
P15/167	List of correspondence received (copies of correspondence can be requested from the Clerk). None.		N/A.	N/A.
P15/168	Minutes of the previous meeting. Members of the Planning & Environment Committee were asked to receive and adopt the minutes of the Planning & Environment Committee meeting held on the 8 th July 2015.	Resolved to receive and adopt. Proposed: - Cllr Lloyd. Seconded: - Cllr Wheeler. Resolved by all present.	Clerk to keep on file.	Local Government Act 1972, Sch12 p 41.
P15/169	Matters arising from the minutes to include Issues log review – for information only.	No further comments received.	Clerk to keep on file.	N/A.

	• P11/47 + P15/40 - Overgrown alleyway Lorraine Road/Hoo Close. Remedial works have been completed by the Crown Estate and they have removed a number of items which were fly tipped on their land (plus old fencing). Andy Prigmore (Bedford Borough Council (BBC) Highways) has agreed to replace the damaged fencing and remove the ash tree. Ongoing. • P13/40 + P15/64 – Roads and footpaths. Resolved 11th March 2015 (P15/64) to request remedial works to footpaths in the following areas: 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. Andy Prigmore (BBC Highways) has also confirmed patch work will be carried out along Fields Road. Ongoing. • P14/50 + P15/196 – 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 10th December 2014 (FC14/196) to replace failing columns at Hall End (two) and Potters Cross (three). Clerk has chased the contractors undertaking the replacement columns (15th July 2015). Ongoing. • P14/84 + P14/152 + P15/10 – Parking problems/yellow lines proposals. Resolved 8th July 2015 (P15/162) that Part 1, F (Cause End Road) be amended to NOT approve. Ongoing. • P14/248 + P15/11 + P15/39 – Replacement programme of trees within the parish. Resolved 11th November 2015 (P15/39) to accept the retiring tree warden's recommendations but leave the works on file until autumn (better planting conditions). • P14/250 + P15/124 + P15/138 + P15/151 – Tree works. Resolved 24th June 2015 (P15/151) to instruct Bartlett Tree Specialists Ltd to quote for all category 1 and 2 works, to be undertaken in autumn 2015. The clerk has requested further quotations (15th July 2015). Ongoing. • P15/54 + P15/123 – Land within School Lane (behind 'The Pound' and noticeboard) on Bedford Road. Resolved to replace			
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	the fencing with a similar wooden picket style. Clerk has obtained one quote to date and is awaiting others. Ongoing. • P15/75 + P15/136 + P15/137 + P15/152 – Regeneration of Keeley End Pond. Brambles have been cut back and sprayed and this will be repeated in August 2015. The RoSPA report has been received and noted – the hedgerow gap along Bedford Road is to be infilled with planting (the clerk has been advised to carry this out in the autumn) and the hedgerow is to be cut/tidied in August 2015. Cllr Lloyd’s planting report is being taken forward and Cllr Doggrell and continues to liaise with the lower school. Buckets, soil and pond plants (lilies and marigold) are to be purchased by the clerk at the end of August for the lower school to look after, ahead of planting at the pond. Ongoing. • P15/111 – Wood chippings to be added to Lorraine Road cemetery borders. The cemeteries contractors has been instructed to proceed. Ongoing. • P15/134 – Replacement notice board at Hall End. Resolved 10th 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. • P15/135 – Review of Cemetery Fees structure. The Clerk was instructed to make an amendment regarding kerbing 10th June 2015 (P15/135) before circulating to all members and distributing as necessary. Ongoing. • P15/139 – Ongoing and proposed capital projects for 2015-16. Resolved 10th June 2015 (P15/139) that: ▪ Replacement columns at Hall End and Potters Cross remain ongoing (current columns are failing); ▪ Replacement trees at St. Mary’s cemetery extension remain ongoing; ▪ Plans be drafted ahead of taking forward a proposed new tarmac pathway, turning circle and memorial wall(s) at Lorraine Road cemetery; ▪ 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;			
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	- Wootton village (brick built) sign for Fields Road to be taken forward. A site meeting took place with Andy Prigmore (BBC Highways) on 16th June 2015 – the parish council would need to apply to him for a licence to erect the sign. Ongoing. - P15/163 – Complaint received re memorials within the natural burial ground at Lorraine Road cemetery which do not comply with regulations. The clerk has been unable to contact the next of kin so a laminated letter will be placed on site, giving four weeks' notice to remove the items, after which they will be taken away and stored securely.			
P15/170	a) Planning Applications. 15/01534/TPO – 153 Bedford Road – Ash – reduce by 2-3m, reduce overhang to bus stop by 5-6m. b) Planning Approvals. None. c) Planning Applications withdrawn. None. d) Planning Refusals. None. e) Planning - other. None.	Resolved no objections. Proposed: Cllr Wheeler. Seconded: Cllr Lloyd. Resolved by all present.	Clerk to keep on file.	Town & Country Planning Act 1990 & subsequent.
P15/171	To request above applications be considered by the Full Planning Committee of Bedford Borough Council.	N/A.	N/A.	Town & Country Planning Act 1990 & subsequent.
P15/172	To consider representation of the Council at the Full Planning Committee meeting of Bedford Borough Council discussing the above applications.	N/A.	N/A.	Town & Country Planning Act 1990 & subsequent.
P15/173	To receive a report from the clerk regarding a complaint received in connection with a holly bush at Lorraine Road cemetery and to resolve a suitable course of action.	Resolved to reduce the height down to the nearby boundary fence and also cut back from the fence, but wait until autumn for nesting wildlife to leave.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8 and Parish Councils (General Power of Competence)

		Further resolved the clerk could use her delegated powers to instruct the works, subject to spend being within the relevant budget heading. Proposed: Cllr Quirk. Seconded: Cllr Brady. Resolved by all present.		(Prescribed Conditions) Order 2012.
P15/174	To receive a report from BBCllr/Cllr Wheeler regarding efforts made to address the lack of accessible bus stops within the village and to resolve a suitable course of action.	Resolved that the Borough Council be requested to undertake the necessary works starting with the stop opposite the health centre on Fields Road and NOT use ward monies. It was noted other parishes had works undertaken without the involvement of a ward councillor and it was further noted users of bus stops (especially to the health centre) frequently travelled from outside the parish into the village. Proposed: Cllr Lloyd. Seconded: Cllr P. Bennett. Resolved by all present.	BBCllr/Cllr Wheeler to take forward.	Localism Act 2011, Ch 1, s1-8 and Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012.
P15/175	To consider a request for the renewal of a street trading consent received from Bedford Borough Council and to resolve a suitable course of action.	Resolved to permit the request without further comment. Proposed: Cllr Doggrell. Seconded: Cllr P. Bennett. Resolved by all present.	Clerk to take forward.	Stakeholder consultation.

Meeting closed at 7.25pm.

Chairman.....

Date.....