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Minutes of the Meeting of the **Planning & Environment Committee** meeting held on Wednesday 9th September 2015 at 7pm in the Memorial Hall, Bedford Road, Wootton.

Open Forum	There were several members of the public present, two who wished to observe and speak on agenda item P15/206 (two further arrived at 7.10pm) and one who wished to observe and speak on agenda item P15/210. The chairman sought a resolution that both agenda items be brought forward for discussion and it was resolved this be done. No other members of the public or 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, Chalmers, Lloyd, Price and Wheeler. In Attendance: Sue Playford (Clerk).			
Absent	None.			
Agenda no	Agenda item title	Resolution	Action	Power
P15/197	Apologies for absence. Cllr Doggrell.		N/A.	Local Government Act 1972, s85 (1) & Sch12, p40.
P15/198	Disclosure of local and/or disclosable pecuniary interests. None.		N/A.	Localism Act 2011, s31.
P15/199	Report from outside organisations – for information only. None.		N/A.	N/A.
P15/200	List of correspondence received (copies of correspondence can be requested from the Clerk). Bedford Borough Council – proposed temporary road closure – Broadmead Road, Stewartby. To enable major drainage and construction work. Between Park Crescent and a point approximately 200 metres northeast of Park Crescent. The closure is anticipated to be in operation 24 hours a day from Monday 14th September 2015 to Friday 30th October 2015. Specific dates will be advertised locally closer to time. Due to	No further comments received.	N/A.	N/A.

	the nature of the work it will not be possible for emergency service vehicles to go through this closure.			
P15/201	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 26 th August 2015.	Resolved to receive and adopt. Proposed: - Cllr Price. Seconded: - Cllr Brady. Resolved by all present.	Clerk to keep on file.	Local Government Act 1972, Sch12, s41.
P15/202	Matters arising from the minutes to include Issues log review – for information only. • 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) and Cllr Quirk has since met with them. It should be noted the Borough Council has begun a programme of replacement columns in Keeley Lane (columns previously came under the remit of the parish council) without proper consultation*. • P14/84 + P14/152 + P15/10 – Parking problems/yellow lines proposals. Resolved 8th July 2015 (P15/162) that Part 1, F (Cause	No further comments received.	Clerk to keep on file.	N/A.

	End Road) be amended to NOT approve. Works expected to be undertaken in September 2015. • 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 the fencing with a similar wooden picket style. Resolved 5th August 2015 (P15/186) to appoint S J Helliwell Fencing Contractors. 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. Cllr Doggrell to meet with Andy Worboys to discuss rotivating requirements. 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. • P15/139 – Ongoing and proposed capital projects for 2015-16. Resolved 10th June 2015 (P15/139) that:			
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	▪ 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 (see also * above); ▪ Wootton village (brick built) sign for Fields Road to be taken forward. Resolved 5th August 2015 (P15/185) that the sign be illuminated if possible and sited in front of the wooden gates on Fields Road. ▪ 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. Items have now been removed. ▪ P15/173 – Holly bush at Lorraine Road cemetery. Resolved 29th July 2015 (P15/173) to reduce its height to that of the boundary fence and cut back from the fence also. Ongoing. ▪ P15/174 – Lack of accessible bus stops within the village. Resolved 29th July 2015 (P15/174) the Borough Council be asked to fund works starting with the bus stop opposite the health centre. Other parishes have had works undertaken without needing to use ward monies. Ongoing.			
P15/203	a) Planning Applications. 15/01760/MAR – Land North of Fields Road - reserved matters application for the scale, layout, appearance of buildings, landscaping and access for 108 dwellings within land parcel D as defined by the Phasing and Play Strategy Plan pursuant to hybrid permission 11/01502/EIA and including	Cllr P. Bennett made an observation that once again, proposed social housing was centred in one area as opposed to being spread throughout the development - issues were happening elsewhere within	Clerk to keep on file.	Town & Country Planning Act 1990 & subsequent.

	discharge of conditions 2, 7, 8, 9, 11, 14, 15, 18, 19, 20, 21, 23, 25, 26, 29 and 35. <u>15/01816/TELPN</u> – T Mobile site at Wootton Blue Cross Football Club, Bedford Road - removal of existing 16.6 metre high telecommunications monopole and installation of replacement 17.5 metre high telecommunications monopole, one cabinet and associated development. <u>15/01924/FUL</u> – The Croft, Cranfield Road - single storey rear extension. b) Planning Approvals. 15/00840/FUL – 30 Potters Cross – one and two storey rear/side extensions incorporating garage conversion. This council previously resolved NO objections. 15/00862/FUL – land to the rear of 99 and 101 Bedford Road – shared access and parking for approved bungalows on land to the rear of 99 and 101 Bedford Road. This council previously resolved NO objections. 15/00920/FUL – 5 Lambert Close – single storey rear/side extension. This council previously resolved NO objections. 15/00511/AOC – Land North of Fields Road – 11/01502/EIA - condition 27 foul water drainage scheme – hybrid application consisting of: (i) an outline application for 415 residential units with associated ancillary works and facilities including a retail local centre, a lower school, a community building, sport and recreational facilities, open space, associated infrastructure	the development where a similar design was already in place. Resolved no objections but to pass that observation on to Bedford Borough Council's Planning department. Proposed: Cllr Wheeler. Seconded: Cllr Lloyd. Resolved by all present. Resolved no objections. Proposed: Cllr Wheeler. Seconded: Cllr Lloyd. Resolved by all present. Resolved no objections. Proposed: Cllr Wheeler. Seconded: Cllr Lloyd. Resolved by all present. No further comments received.		
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	including means of access (all other matters reserved); and (ii) a full application for an access road, 195 residential units, a central parkland area with footpaths and play facilities and associated infrastructure. Not previously sent to council for comment. 15/00518/AOC – Land North of Fields Road – 11/01502/EIA – condition 28 surface water drainage scheme – hybrid application consisting of: (i) an outline application for 415 residential units with associated ancillary works and facilities including a retail local centre, a lower school, a community building, sport and recreational facilities, open space, associated infrastructure including means of access (all other matters reserved); and (ii) a full application for an access road, 195 residential units, a central parkland area with footpaths and play facilities and associated infrastructure. Not previously sent to council for comment. 15/00246/AOC – Land North of Fields Road – 14/00880/MAR – condition 2 external materials – erection of school with car parking and landscaping works. Reserved matters application for access, appearance, landscaping, layout and scale pursuant to Outline Approval 11/01502/EIA. Not previously sent to council for comment. 15/00280/AOC – Land North of Fields Road – 14/00880/MAR – condition 3 masonry panel - erection of school with car parking and landscaping works. Reserved matters application for access, appearance, landscaping, layout and scale pursuant to Outline Approval 11/01502/EIA. Not previously sent to council for comment. 15/00281/AOC – Land North of Fields Road – 14/00880/MAR – condition 4 hard surface finishes - erection of school with car parking and landscaping works. Reserved matters application for access, appearance, landscaping, layout and scale pursuant to Outline Approval 11/01502/EIA. Not previously sent to council for comment.			
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	15/00282/AOC – Land North of Fields Road – 14/00880/MAR – condition 5 boundary treatments - erection of school with car parking and landscaping works. Reserved matters application for access, appearance, landscaping, layout and scale pursuant to Outline Approval 11/01502/EIA. Not previously sent to council for comment. 15/01328/FUL – Hall End House, 66 Hall End Road – conversion of ground floor of garage to additional living space for existing first floor annexe and external alterations. This council previously resolved NO objections. 15/01344/FUL – 4 Cranfield Road – alterations to form dormer windows to front and rear elevations. This council previously resolved NO objections. 15/01464/FUL – 35 Grovebury Court – single storey side/rear extension. This council previously resolved NO objections. 15/01365/LDP – 5 Potters Cross – use of dwelling for housing up to 4 children age 8-17 with learning difficulties plus a minimum of 2 carers at any one time. Not previously sent to council for comment. 15/01534/TPO – 153 Bedford Road – ash – reduce by 2-3m, reduce overhang to bus stop by 5-6m. c) Planning Applications withdrawn. None. d) Planning Refusals. 15/01189/FUL – 9 Russell Way – two storey front extension. This council previously resolved NO objections. e) Planning - other. None.			
P15/204	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.

P15/205	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.
P15/206	To consider a Bedford Borough Council Speed Limit Assessment Report (Keeley Lane, Wootton) and to resolve a suitable course of action and/or response to the Borough Council.	Before those members of the public were invited to speak, Cllr Quirk invited comments from members – none had any objections to the proposal to introduce a 30MPH limit along the stretch of road in question. One resident added the road was currently being used daily by a local farmer using a 40 ton grain lorry to move his harvest. Both the road and ditch were showing signs of caving in, yet he had been told by Bedford Borough Council Highways department nothing could be done. He appreciated the parish council were unable to take action, however BBCllr/Cllr Wheeler agreed to take his concerns forward again with Highways. Two further residents who arrived after the start of the meeting added their comments as horse riders in the area, that the proposed speed limit was needed. Cllr Price queried how the average speed figures were calculated in order to formulate the report. As no answers were available it was agreed the Clerk and BBCllr/Cllr Wheeler would investigate further and report back. Resolved to accept the reports' recommendations without amendment. Proposed: Cllr Wheeler. Seconded: Cllr Lloyd. Resolved by all present.	BBCllr/Cllr Wheeler to take the road/ditch issue forward to Highways and enquire how the average speed figures are calculated. Clerk to take forward.	Stakeholder consultation.
P15/207	To consider a Bedfordshire and River Ivel Internal Drainage Board watercourse maintenance programme and to resolve a suitable course of action and/or response to Bedfordshire and River Ivel Internal Drainage Board.	Resolved to accept the maintenance programme without amendment. Proposed: Cllr Price. Seconded: Cllr Lloyd.	Clerk to take forward.	Stakeholder consultation.

		Resolved by all present.		
P15/208	To receive a report from Cllr Quirk with regard to a request for a new post box to be installed within the Berryfields development, Fields Road and to resolve a suitable course of action.	Cllr Quirk detailed no provision for a new post box within the estate had been made in previous plans or as part of conditions for the development. Resolved to request via the post office that a post box be added near the bus loop on Folkes Road. Proposed: Cllr Lloyd. Seconded: Cllr Chalmers. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8 and Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012.
P15/209	To receive a report from Cllr Quirk with regard to headstone topple-testing and subsequent risk assessments carried out within St. Mary's, St. Mary's extension and Lorraine Road cemeteries and to resolve a suitable course of action.	Cllr Quirk initially undertook the topple-testing by himself but sent his report to Cllr Price, who was in agreement with all findings. It was noted one cross which sat on a plinth was very loose and needed laying down as a matter of urgency. Due to its heavy nature this would need to be undertaken by a qualified memorial stonemason. Cllr Price added the plinth would need to be cut away immediately, to stop anyone trying to stand it up again – the risk of it falling and causing injury was great. Resolved that Cllr Quirk contact a suitable stonemason as soon as possible and request their assistance/advice. Further resolved to accept the report findings and risk assessments without amendment. Proposed: Cllr Brady. Seconded: Cllr P. Bennett. Resolved by all present.	Cllr Quirk to take forward. Clerk to keep on file.	Localism Act 2011, Ch 1, s1-8 and Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012.
P15/210	To receive a report from the Clerk regarding a complaint received in connection with a lime tree at Lorraine Road cemetery and to resolve a suitable course of action.	Cllr Quirk provided the background following the raising of this issue at the previous meeting of the Planning & Environment Committee, during which the resident had spoken under Open Forum. Cllr Quirk detailed the minutes from that meeting, which the resident	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8 and Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012.

		accepted as his statement made on the evening. Comments were then invited from around the table. Cllr Chalmers agreed branches at the bottom of the tree needed to be removed, stating the ivy could be cut back from the boundary fence. He added he accepted the visual tree inspection report findings that the crown also be reduced. Cllr Price added the parish council had paid for a professional visual tree inspection report and was therefore duty bound to accept its findings. Cllrs Wheeler, Brady and P. Bennett were in agreement. Cllr Lloyd reiterated the reports' recommendations be followed, stating the resident was entitled to cut any overhanging branches back to his boundary and remove the ivy, from his side also. The resident wished to then discuss the trunk and suckers which he claimed were lifting his fence, adding he did not want to cut the overhanging branches in his garden himself. He was reminded he had been given an opportunity to speak after Cllr Quirk's opening summary and comments. He continued to talk over Cllr Quirk at which time he was informed if he continued to do so, he would be asked to leave the meeting. Resolved that the ivy be cut back from the boundary fence cemetery side and all suckers/lower branches be cut back as high as possible. Further resolved that the works recommended to reduce the crown as contained in the visual tree inspection report be adhered to.		
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		Proposed: Cllr Wheeler. Seconded: Cllr Lloyd. Resolved by all present.		
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Meeting closed at 7.32pm.

Chairman.....

Date.....