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Minutes of the Meeting of the **Planning & Environment Committee** meeting held on Wednesday 14th October 2015 at 7.02pm in the Memorial Hall, Bedford Road, Wootton.

Open Forum	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(1).
Present	Cllrs Quirk, P. Bennett, Brady, Chalmers, Lloyd and Price. In Attendance: Sue Playford (Clerk).			
Absent	None.			
Agenda no	Agenda item title	Resolution	Action	Power
P15/211	Apologies for absence. Cllrs Doggrell and Wheeler.		N/A.	Local Government Act1972, s85 (1) & Sch12, p40.
P15/212	Disclosure of local and/or disclosable pecuniary interests. None.		N/A.	Localism Act 2011, s31.
P15/213	To consider any dispensation requests received by the Clerk in relation to local and/or disclosable pecuniary interests, not previously recorded.		N/A.	Localism Act 2011, s33.
P15/214	Report from outside organisations – for information only. None.		N/A.	N/A.
P15/215	List of correspondence received (copies of correspondence can be requested from the Clerk). Bedford Borough Council – Stagsden Parish Council. Bedford Borough Council has designated Stagsden Neighbourhood Area which is the whole civil parish. Further information and a copy of the Council's decision statements, including a map of the Neighbourhood Area can be viewed on the Council's website	No further comments received.	N/A.	N/A.

	at: www.bedford.gov.uk/neighbourhoodplanning and at the Customer Service Centre, Horne Lane, Bedford. - Bedford Borough Council - application for the designation of a Neighbourhood Area – Felmersham and Radwell Parish Council. The proposed area is the whole civil parish. Further information and a copy of the application, including a map of the proposed Neighbourhood Area, can be viewed during office hours at the Customer Service Centre, Horne Lane, Bedford and on the Council's web site at www.bedford.gov.uk/neighbourhoodplanning. Anyone wishing to comment on the Neighbourhood Area application must do so before 5.00pm on Monday 26th October 2015 by sending comments in an email to planningpolicy@bedford.gov.uk or writing to Paul Rowland, Assistant Director (Planning), Bedford Borough Council, Cauldwell Street, Bedford, MK42 9AP. All comments received will be publicly available and attributed to source. - Bedford Borough Council – response regarding a query made on how average speed figures were calculated to formulate a recent Bedford Borough Council Speed Limit Assessment Report for Keeley Lane. - Bedford Harriers – notice of intention to stage a road running event on Sunday 6th December 2015. It is their intention to notify local residents of the event via letter, on or about 30th November 2015. - Bidwells – Land South of Fields Road. Details of Full Planning Application for Residential and Associated Development, on behalf of Taylor Wimpey, Bellway Homes Ltd and Bovis Homes Ltd. Full planning application for residential development of 600 dwellings, including vehicular access, pedestrian and cycle links, public open space, car parking, landscaping, drainage and associated works. <i>(Please also refer to agenda item P15/219 – (15/02060/MAF and 15/02122/MAF).</i> - Email correspondence between a resident and BBCllr/Cllr Wheeler and Wootton Lower School, regarding traffic congestion.			
P15/216	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 9th September 2015.	Resolved to receive and adopt. Proposed: - Cllr P. Bennett. Seconded: - Cllr Lloyd. Resolved by all present.	Clerk to keep on file.	Local Government Act 1972, Sch12, s41.
P15/217	Matters arising from the minutes to include Issues log review – for	No further comments received.	Clerk to keep on file.	N/A.

	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. The clerk has now been notified the tree has been examined by Highways and found to be in good health. No further action is proposed. Details regarding the replacement fencing are still 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 End Road) be amended to NOT approve. Works expected to be undertaken in September 2015. Clerk has chased for further information as works remain uncompleted. • P14/248 + P15/11 + P15/39 – Replacement programme of trees within the parish. Resolved 11th November 2015 (P15/39) to			
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	accept the retiring tree warden's recommendations but leave the works on file until autumn (better planting conditions). Clerk has requested assistance again with planting from Bedford Borough Council (September 2015). • P14/250 + P15/124 + P15/138 + P15/151 + P15/210 – Tree works. Please refer to agenda item P15/223. • 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. Works complete – move to close. • 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 met with Andy Worboys to discuss rotivating requirements. Ongoing. • P15/111 – Wood chippings to be added to Lorraine Road cemetery borders. Works have been carried out – the contractor will now do the same to the remaining borders. 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: ▪ Replacement columns at Hall End and Potters Cross remain ongoing (current columns are failing); ▪ Replacement trees at St. Mary's cemetery extension remain ongoing;			
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	▪ 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. Move to close. ▪ 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. Remedial works due 14th October 2015. 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. ▪ P15/206 – Speed Limit Assessment for Keeley Lane. Please refer to agenda item P15/215. ▪ P15/208 – New post box for the Berryfields development. Please refer to agenda item P15/224. P15/209 – Headstone topple-testing and Risk Assessment. Remedial works to the one memorial works in poor repair have already been carried out. The clerk has diarised the Risk Assessment findings for further review. Move to close.			
P15/218	To receive and verify the Income & Expenditure report for all Planning & Environment cost centres for 2015-16, to date.	Resolved to receive and verify. Proposed: Cllr Brady.	Clerk to keep on file.	Local Audit and Accountability Act 2014 and

		Seconded: Cllr Chalmers. Resolved by all present.		Accounts and Audit Regulations (2015).
P15/219	a) Planning Applications. 15/02039/FUL – Field House, Cranfield Road, Wootton Green – one and two storey side extension and external alterations. 15/02104/FUL – Hall End House, 66 Hall End Road - change of use of small part agricultural land to domestic use with new triple garage and annex above. 15/02060/MAF – Land South of Fields Road and East of Cranfield Road – erection of 600 dwellings, including vehicular access, pedestrian and cycle links, public open space, car parking, landscaping, drainage and associated infrastructure works.	Resolved no objections. Proposed: Cllr P. Bennett. Seconded: Cllr Chalmers. Resolved by all present. Resolved no objections. Proposed: Cllr P. Bennett. Seconded: Cllr Chalmers. Resolved by all present. Cllr Wallace’s observations on the application were circulated to all Planning & Environment Committee members ahead of the meeting. In addition to those comments, Cllr P. Bennett observed the car parking requirements were only just above the absolute minimum; management of open spaces could be given to a third party; broadband would not necessarily be financed and a lack of shops within the development meant residents would travel along the already busy Bedford Road to use the post office and shop facilities there. He also expressed concerns regarding school capacity. Cllr Lloyd queried whether a lack of footpaths would happen (as has happened within Fields Road North). He had also requested the inclusion of a footpath (Jim Caffrey -15th April 2015) on the south side of Fields Road at the points between the roundabout and the Murco garage, between the road and ditch. He was also concerned that cars leaving the development via the Fields Road roundabout (thus having priority) would	Clerk to keep on file. Clerk to keep on file. Clerk to take forward.	Town & Country Planning Act 1990 & subsequent.

	<u>15/02122/MAF</u> – Land South of Fields Road – erection of unit 55 extra care facilities (use class C3), restaurant/café (use class A3) and associated infrastructure and works. b) Planning Approvals. None. c) Planning Applications withdrawn. None. d) Planning Refusals.	cause congestion, adding he didn't believe traffic lights (as proposed by the Borough Council) were the answer. The issue of social housing being clustered together rather than spread throughout the development was also raised again. Cllr Chalmers had concerns regarding inadequate road provision and traffic congestion. Cllr Quirk added concerns over an inadequate water supply and queried why the style of housing presented was not as previously agreed between the parish council and developers. After further discussion it was resolved to object to the application, detailing all the material considerations (including Cllr Wallace's) above. Proposed: Cllr Price. Seconded: Cllr Lloyd. Resolved by all present. Cllr P. Bennett was concerned the structure was too tall to blend in with the skyline and Cllr Lloyd stated there were too few parking spaces. After further discussion it was resolved to object to the application, on the above material considerations. Proposed: Cllr Price. Seconded: Cllr Lloyd. Resolved by all present.	Clerk to take forward.	
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	None. e) Planning – other. None.			
P15/220	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.
P15/221	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.
P15/222	To receive a report from Cllr Brady regarding ongoing safety concerns (vehicular and pedestrian) along Fields Road and to resolve a suitable course of action.	Cllr Brady, as an ex-road traffic safety officer stated in his experience, he would be unable to accurately predict speeds without a suitable device. He expressed reservations that the survey was not videoed nor undertaken at the same time of day as speed watch, which led to the original safety concerns. He also referred to a Traffic Division survey undertaken some months previously which detailed over 3,500 cars breaking the speed limit. Cllr Lloyd wanted to see hard data regarding the findings, not opinions. Cllr Price commented the Borough Council's planning department was at fault, as no safe route to school (in either direction) was available. After further discussion it was resolved to respond stating the parish council had passed a vote of no confidence in the report, which lacked data, detail and credibility. It was further resolved to request a safe route to school in both directions, avoiding the need to walk along Fields Road or to consider widening the existing Fields Road footpath and to request the Holywell School children be picked up/dropped off within the Berryfields estate rather than near the health centre (Fields Road). Proposed: Cllr Price.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8 and Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012.

		Seconded: Cllr P. Bennett. Resolved by all present.		
P15/223	To consider a request to reserve plots at Lorraine Road cemetery to hold American-style caskets and to resolve a suitable course of action.	Cllr Quirk detailed the applicant wished to reserve two double-depth plots, to hold American-style caskets which would require a plot size of 8 ft x 3 ½ ft (against a standard plot size of 6 ft 8" x 2 ft 3"). The parish council as burial authority, had a legal requirement to provide burial space, certainly for people of extreme size, but not as a matter of routine. He added it would be necessary to reserve three standard size plots to accommodate each casket. Concerns were also raised over remaining space available – if larger plot sizes were permitted the cemetery would close to new interments far earlier than the current 35 year window. After further discussion it was resolved not to permit the request. Proposed: Cllr Price. Seconded: Cllr Brady. 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.
P15/224	To revisit a request made to the post office (P15/208 - 9th September 2015) that a post box be added near the bus loop on Folkes Road, in light of new information received.	The Clerk detailed responses received from both Royal Mail and Bedford Borough Council. After discussion it was resolved not to site a box on Fields Road, but to leave the request on file until Folkes Road had been adopted by the Borough Council (earliest September 2017) and seek to have it installed then. Proposed: Cllr Price. Seconded: Cllr Chalmers. Resolved by all present.	Clerk to take forward and keep on file.	Localism Act 2011, Ch 1, s1-8 and Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012.
P15/225	To resolve to appoint a contractor to undertake works outlined in a recent tree inspection report, undertaken by Bartlett Tree Experts (10th June 2015).	After discussion it was resolved to appoint Bartlett Tree Experts to undertake the works (including Option 2 for Ash Tree ID26 – fell to ground). The	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8 and

		proposed end date of Monday 11 th December 2015 was extended to the end of December 2015. Proposed: Cllr Lloyd. Seconded: Cllr P. Bennett. Resolved by all present.		Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012.
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Meeting closed at 7.57pm.

Chairman.....

Date.....