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Minutes of the Meeting of the **Planning & Environment Committee** meeting held on Wednesday 28th October 2015 at 7.05pm 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 (in the chair), P. Bennett, Chalmers, Doggrell, Lloyd, Price and Wheeler. In Attendance: Sue Playford (Clerk).			
Absent		None.			
Agenda no	Agenda item title		Resolution	Action	Power
P15/226	Apologies for absence. Cllr Brady.			N/A.	Local Government Act 1972, s85 (1) & Sch 12, Part VI, p40.
P15/227	Disclosure of local and/or disclosable pecuniary interests. None.		N/A.	N/A.	Localism Act 2011, Ch 7, s31.
P15/228	To consider any dispensation requests received by the Clerk in relation to local and/or disclosable pecuniary interests, not previously recorded. None.		N/A.	N/A.	Localism Act 2011, Ch 7, s33.
P15/229	Report from outside organisations – for information only. None.		N/A.	N/A.	N/A.

Planning & Environment Committee Minutes 28th October 2015

Chairman.....

Page 1 of 6

Date.....

P15/230	List of correspondence received (copies of correspondence can be requested from the Clerk). Bedford Borough Council - application for the designation of a Neighbourhood Area – Willington 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 16th November 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.	No further comments received.	N/A.	N/A.
P15/231	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 14 th October 2015.	Resolved to receive and adopt. Proposed: - Cllr Price. Seconded: - Cllr Doggrell. Resolved by all present.	Clerk to keep on file.	Local Government Act 1972, Sch 12, Part VI, p41 (1).
P15/232	Matters arising from the minutes to include Issues log review – for information only. - P11/47 + P15/40 - Overgrown alleyway Lorraine Road/Hoo Close. The Crown Estate attended a recent meeting with members of the parish council and will clear the brook again and investigate who is responsible for its maintenance. The Borough Council has confirmed the nearby ash tree has been inspected and found to be in good health – no works are proposed (they are however, claiming the tree does not belong to them). They are still due to replace the damaged fencing along the footpath. - 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	No further comments received.	Clerk to keep on file.	N/A.

	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 and Hall End Road. Ongoing. • P14/50 + P15/196 – Identification of Parish Council/Borough Council street lights. The parish council is still awaiting confirmation from the Borough Council regarding column ownership – especially in light of replacement columns erected by the Borough Council in September/October 2015 (involving some parish council columns). Resolved 10th December 2014 (FC14/196) to replace failing columns at Hall End (two) and Potters Cross (three) – columns are in situ with shields to follow. • P14/84 + P14/152 + P15/10 – Parking problems/yellow lines proposals. Works were due for completion in September 2015 but remain uncompleted. Clerk continues to chase. Ongoing. • P14/248 + P15/11 + P15/39 – Replacement programme of trees within the parish. Resolved 11th February 2015 (P15/39) to accept the retiring tree warden's recommendations but leave the works on file until autumn (better planting conditions). Clerk requested assistance again with planting from Bedford Borough Council (September 2015) without success and is now meeting with Neil Gates (21st October 2015). Ongoing. • P14/250 + P15/124 + P15/138 + P15/151 + P15/210 + P15/225 – Tree works. Resolved (14th October 2015) to appoint Bartlett Tree Experts to undertake all necessary works. Completion date expected to be end of December 2015. Ongoing. • P15/75 + P15/136 + P15/137 + P15/152 – Regeneration of Keeley End Pond. Cllr Doggrell is waiting to hear from A R Worboys regarding rotivating and clearing the area. He will then provide the parish council with timescales on how the regeneration will be taken forward. *			
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	•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 by a contractor. 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; ▪ 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; ▪ Regeneration of Keeley End Pond. See * above. ▪ P15/173 – Holly bush at Lorraine Road cemetery. Works completed 14th October 2015. Move to close. ▪ P15/174 – Lack of accessible bus stops within the village. Resolved 29th July 2015 (P15/174) the Borough Council be			
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	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. Information provided to members 14th October 2015. Move to close. ▪ P15/208 + P15/224 – New post box for the Berryfields development. Resolved 14th October 2015 (P15/224) to leave the request on file until Folkes Road is adopted by Bedford Borough Council (likely September 2017) and make the request again. Ongoing. ▪ P15/222 – Road safety concerns – Fields Road. Resolved 14th October 2015 (P15/222) to challenge the Borough Council's findings following a parish council vote of no confidence. Ongoing.			
P15/233	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 Chalmers. Seconded: Cllr Lloyd. Resolved by all present.	Clerk to keep on file.	Governance and Accountability for Local Councils (Practitioners' Guide (England) 2014).
P15/234	a) Planning Applications. None. b) Planning Approvals. None. c) Planning Applications withdrawn. None. d) Planning Refusals. None. e) Planning – other. None.	N/A.	N/A.	Town & Country Planning Act 1990 & subsequent.
P15/235	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.

P15/236	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.
P15/237	To consider committee financial requirements (annual expenditure, capital and revenue projects) for 2016-17, ahead of finalising the precept demand in January 2016.	After discussion it was resolved to put the following capital project requests forward to full council: • Neighbourhood Plan development - £5k; • Lorraine Road cemetery extension - £2k per annum ufn; Further resolved to put the following annual expenditure budget heading request forward to full council: • Bedford Borough Council consultations - £2k; Further resolved that Cllr Lloyd finish a report and costings on the following capital project request – to be brought back to Planning & Environment for approval ahead of full council: • Planters at several sites within the village/appointment of a part-time gardener to provide ongoing maintenance for those plus areas within the village maintained by the parish council (Including the Jubilee Gardens) – sum as yet unknown. Proposed: Cllr Price. Seconded: Cllr Lloyd. Resolved by all present.	Clerk to take forward. Cllr Lloyd to take forward.	Local Government Finance Act 1992, s41.

Meeting closed at 7.30pm.

Planning & Environment Committee Minutes 28th October 2015

Chairman.....

Date.....