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Minutes of the Meeting of the **Planning & Environment Committee** meeting held on Wednesday 25th November 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 and Wheeler. Cllr Wheeler is also the Borough councillor for Wootton. In Attendance: Sue Playford (Clerk).			
Absent		None.			
Agenda no	Agenda item title		Resolution	Action	Power
P15/254	Apologies for absence. Cllrs Brady and Price.		Resolved to accept.	N/A.	Local Government Act 1972, s85 (1) & Sch 12, Part VI, p40.
P15/255	Disclosure of local and/or disclosable pecuniary interests. None.		N/A.	N/A.	Localism Act 2011, Ch 7, s31.
P15/256	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.
P15/257	Report from outside organisations – for information only. Bedford Borough Council – proposed temporary road closure – Hall End Road/Church Road. To facilitate the 2015 Bedford		No further comments received.	N/A.	N/A.

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	Harriers Half Marathon road race. From Keeley Lane to Cause End Road. The closure is anticipated to be in operation from 8am until 1pm on Sunday 6th December 2015. Bedford Borough Council – Felmersham and Radwell Parish Council. Bedford Borough Council has designated Felmersham and Radwell 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 at: www.bedford.gov.uk/neighbourhoodplanning and at the Customer Service Centre, Horne Lane, Bedford.			
P15/258	List of correspondence received (copies of correspondence can be requested from the Clerk).	The clerk received a Bedford Borough Council Highways Briefing Note (after the agenda was circulated) detailing the following proposed works: - Existing junctions of Fields/Bedford/Cranfield/Church Roads to be converted into a double mini-roundabout (works expected to commence February 2016); - Uncontrolled pedestrian facilities to be installed at the junction (works to create the refuge (island) expected to commence November 2015); - A new footway link from Cranfield Road into Church Road; - Part of the Hall End Road footway to be widened to improve pedestrian access to Wootton Upper School;	Clerk to keep on file.	N/A.

		Existing street lanterns to be replaced with LED lanterns (works to this item and the two items immediately above expected to commence after Christmas 2015).		
P15/259	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 11 th November 2015.	Resolved to receive and adopt. Proposed: - Cllr Lloyd. Seconded: - Cllr Chalmers. Resolved by all present.	Clerk to keep on file.	Local Government Act 1972, Sch 12, Part VI, p41 (1).
P15/260	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 have said they will undertake works to the ash tree. The Borough Council are 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 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	No further comments received.	Clerk to keep on file.	N/A.

	(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 – now expected to be October 2015. • 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). Resolved 11th November (P15/251) to plant 2 fastigate hornbeams (Lorraine Road) and 3 crab apple trees (St. Mary's ext). • 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. * • 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);			
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	▪ 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 (please see agenda item P15/269; ▪ 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. ▪ P15/174 – 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. ▪ P15/208 + 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. Move to close until then. ▪ 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. ▪ P15/252 – New road names. Please see agenda item P15/268.			
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P15/261	To receive and verify the Income & Expenditure report for all Planning & Environment cost centres for 2015-16, to date.	Resolved to receive and verify the report at the meeting of the Finance & General Purposes committee. Proposed: Cllr P. Bennett. Seconded: Cllr Chalmers. Resolved by all present.	Clerk to keep on file.	Governance and Accountability for Local Councils (Practitioners' Guide (England) 2014).
P15/262	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.
P15/263	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.
P15/264	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.
P15/265	To consider a report from Bedford Borough Council Highways department with regard to an encroaching hedgerow at Hall End (adjacent to the post box) and to resolve a suitable response.	Resolved to request Bedford Borough Council Highways department take action to have it cut back. Proposed: Cllr P. Bennett. Seconded: Cllr Chalmers. Resolved by all present.	BBCLlr/Cllr Wheeler to take forward.	Localism Act 2011, Ch 1, s1-8.
P15/266	To consider a request that remedial works be undertaken to curtail foliage causing damage to fencing in Cause End Road from within St. Mary's cemetery extension and to resolve a suitable course of action.	Resolved to undertake clearance works between the cemetery and boundary fence but not to create a grass footpath	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

		as it would run too close to adjacent graves. Further resolved that once the metal railings were exposed, to report back to this committee on their condition and possible remedial works. Proposed: Cllr Chalmers. Seconded: Cllr Quirk. Resolved by all present.		
P15/267	To receive a report from Cllr Quirk regarding damage caused to an oak tree within Lorraine Road cemetery and to resolve a suitable course of action.	Resolved to inform the Crown Estate it was members' belief works undertaken by them had destroyed the oak tree. Further resolved to plant two further oak trees inside the boundary, to replace that one, plus one destroyed some years earlier. Proposed: Cllr Lloyd. Seconded: Cllr P. Bennett. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
P15/268	To revisit suggested road names for the Berryfields development in light of further information and to consider a response to Bedford Borough Council's Highways Department.	Resolved to request 'Winded' be taken forward without amendment and to request Butland and Hephher be taken forward as 'Joe Butland' and 'Ann Hephher'. Proposed: Cllr Chalmers. Seconded: Cllr Wheeler. Resolved by all present.	Clerk to take forward.	Stakeholder consultation.
P15/269	To receive a report from Cllr Quirk regarding the replacement of lighting columns in Squires Road and to resolve a suitable course of action.	Resolved to undertake a consultation of all houses in the area informing of members' wish to replace three existing columns with LED lighting (as recently erected in Keeley Lane). Further resolved to request Bedford Borough Council undertake the replacement and	Cllr Quirk to take forward.	Localism Act 2011, Ch 1, s1-8.

		subsequently adopt them. Cllr Quirk to draft the letter. Proposed: Cllr Quirk. Seconded: Cllr Lloyd. Resolved by all present.		
P15/270	To review all member responses ahead of the parish council's response in respect of Bedford Borough Council's Local Plan 2032 consultation and to resolve a suitable course of action.	Resolved to amend the reference to site 306 to refer only to the potential loss of existing woodland and wildlife and delete reference to site 305. Further resolved the draft response be published on the parish council's website and Facebook page after the above amendments and to bring the draft document to next Full Council ahead of its submission to Bedford Borough Council. Proposed: Cllr P. Bennett. Seconded: Cllr Doggrell. Resolved by all present.	Clerk to take forward.	Stakeholder consultation.

Meeting closed at 7.45pm.