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Minutes of the Meeting of the **Planning & Environment Committee** meeting held on Wednesday 9th March 2016 at 7pm 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. Three members of the public arrived at 7.15pm to comment on and observe a Full Council agenda item.	Public Bodies (Admissions to Meetings) Act 1960, s1(1).	
Present		Cllrs Quirk (in the chair), P. Bennett, Brady, Lloyd, Noakes, Price and Wheeler. Cllr Wheeler is also the Borough Councillor for Wootton. In Attendance: Sue Playford (Clerk).		
Absent (no apologies received)		None.		
Agenda no	Agenda item title	Resolution	Action	Power
P16/57	Apologies for absence. Cllrs Chalmers and Doggrell.	Resolved to accept.	Clerk to keep on file.	Local Government Act 1972, s85 (1) & Sch 12, Part VI, p40.
P16/58	Disclosure of local and/or disclosable pecuniary interests. None.	N/A.	N/A.	Localism Act 2011, Ch 7, s31.
P16/59	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.
P16/60	Report from outside organisations – for information only. None.	N/A.	N/A.	N/A.
P16/61	List of correspondence received (copies of correspondence can be requested from the Clerk).	No further comments received.	Clerk to keep on file.	N/A.

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Chairman.....

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	- Bedford Borough Council - application for the designation of a Neighbourhood Area – Carlton and Chellington 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 14th March 2016 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 - application for the designation of a Neighbourhood Area – Brickhill 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 29th March 2016 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.			
P16/62	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 24 th February 2016.	Resolved to receive and adopt. Proposed: - Cllr P. Bennett. Seconded: - Cllr Price. Resolved by all present.	Clerk to keep on file.	Local Government Act 1972, Sch 12, Part VI, p41 (1).

P16/63	Matters arising from the minutes – 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. Clerk chased both on 10th February 2016 and the Crown Estate have confirmed contractors have been appointed. • 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. The clerk was informed (25th November 2015) works to install an unmanned pedestrian crossing, widen the footpath at Hall End (near the upper school) and install a double mini roundabout at the Bedford/Church/Cranfield/Fields Road junction would take place in November, after Christmas and February 2016, respectively. Clerk received confirmation 25th February 2016 that works to the footpaths as detailed above had not been taken forward but added to a list of proposed works only by the Borough Council. Please refer to agenda item P16/70. • P14/50 + P15/196 + P16/27 – Identification of Parish Council/Borough Council street lights. Resolved 27th January 2016 (P16/27) to note the Borough Council were currently undertaking a programme of replacement columns and to leave this item on file. Move to close. • P14/84 + P14/152 + P15/10 – Parking problems/yellow lines proposals. Works were due for completion in September 2015 – clerk chased 10th February 2016.	No further comments received.	Clerk to keep on file.	N/A.
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	• P14/250 + P15/124 + P15/138 + P15/151 + P15/210 + P15/225 – Tree works. All works are now complete. Move to close. • P15/75 + P15/136 + P15/137 + P15/152 – Regeneration of Keeley End Pond. Rotivating/clearance works to be completed by the end of February 2016**. • 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); ▪ Plans be drafted ahead of taking forward a proposed new tarmac pathway, turning circle and memorial wall(s) at Lorraine Road cemetery (see *** below; ▪ 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 – see agenda item P16/69; ▪ 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. BBCllr/Cllr Wheeler is investigating whether developer contributions can be used to fund the works. Clerk chased 10th February 2016. ▪ 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. BBCllr/Cllr Wheeler called a meeting to discuss this issue – 1st March 2016.			
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	▪ P16/13 + P16/56 – Access improvement works to Lorraine Road cemetery footpath/two new Memorial Walls. Phil Lant Building Contractors appointed to undertake all works. ▪ P16/28 – Continuing delays to replacement lighting columns – Potters Cross and Hall End. Resolved 27th January 2016 (P16/28) to inform the contractor of member's wishes to have the works completed by an alternative contractor. Contractor wishes to complete the works and is chasing UK Power Networks for a date for completion. ▪ P16/54 – Health and Safety concerns at the Hall End development site. Resolved 24th February 2016 the Clerk to write to Bovis Homes to seek assurances a permanent resolution will be implemented in respect of the sheer drop and also low-loader parking on the corner near the upper school. The Clerk has been informed a hedgerow verge and bank were removed in error leading to the drop and has been assured this will be replaced, bringing a permanent solution to the issue. The parking situation will also be monitored as necessary.			
P16/64	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 without amendment. Proposed: Cllr Lloyd. Seconded: Cllr Noakes. Resolved by all present.	Clerk to keep on file.	Governance and Accountability for Local Councils (Practitioners' Guide (England) 2014).
P16/65	a) Planning Applications – for resolution. 16/00226/FUL – Oak Cottage, 6 Church Road – erection of front boundary wall. b) Planning Approvals – for information only. 15/02759/FUL – 26 Tithe Barn Road – two storey side and rear extension in lieu of detached garage. This council previously recorded NO OBJECTIONS. c) Planning Applications withdrawn – for information only.	Resolved NO objections. Proposed: Cllr Price. Seconded: Cllr Noakes. Resolved by all present. No further comments received.	Clerk to take forward and keep on file.	Town & Country Planning Act 1990 & subsequent.

	None. d) Planning Refusals – for information only. None. e) Planning (other) – for information only. 16/00405/LDP – 30 Grovebury Court – single storey rear extension. (Certificate issues).	No further comments received.		
P16/66	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.
P16/67	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.
P16/68	To consider a request (received by Bedford Borough Council) to include the surname ‘Burraway’ as a potential street name within the Berryfields development and to resolve a suitable course of action.	Resolved 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.
P16/69	To receive a report from Cllr Lloyd on the proposed brick built Wootton village entrance sign (Fields Road entrance), to receive a quotation from Bedford Borough Council to provide a power supply and connections to the sign and to resolve a suitable course of action.	Resolved to accept the quotation from Bedford Borough Council to provide the power supply (£902 plus VAT). Further resolved that members submit their design idea(s) including inscription to the Clerk for discussion at a further meeting, but that the sign be: • along similar lines to the ‘St. Andrew’ example within the report; • in brick with a top lip (coping stone) to hide recessed lighting; • pillars to finish at the same height as the rest of the sign; Proposed: Cllr Quirk. Seconded: Cllr Brady. Resolved by all present.	All to take forward.	Localism Act 2011, Ch 1, s1-8.

P16/70	To revisit the poor state of footpaths within the village following an Open Forum discussion by a member of the public at a Planning & Environment Committee meeting (24th February 2016) and to resolve a suitable course of action.	It was agreed footpaths throughout the village were in a poor state of repair, however they fell within the borough council's remit to repair. Cllr Lloyd queried which parishes within the borough had received footpath repair works and why Wootton continued to be overlooked. He added BBCllr/Cllr Wheeler (as Borough Councillor) needed to push BBCllr Charles Royden (Portfolio Holder for Environment and Transport) on a regular basis, to undertake repairs. Cllr Noakes detailed works undertaken along Jenkyn Road were of a very poor quality – the only work done in the last two years. BBCllr/Cllr Wheeler confirmed he had already queried at borough why Wootton's footpaths were not programmed for repairs and that he would continue to chase. Proposed: Cllr Noakes. Seconded: Cllr P. Bennett. Resolved by all present.	BBCllr/Cllr Wheeler to take forward. Clerk to keep on file.	Localism Act 2011, Ch 1, s1-8.
P16/71	To receive a report from the Clerk and Cllr Quirk regarding incidences of footway vehicle parking within the parish and to resolve a suitable course of action.	Cllr Quirk stated individual circumstances of footway parking could result in a court appearance and Cllr Brady confirmed common law meant the police were obliged to investigate footway obstruction. Cllr Noakes, whilst agreeing it was inconsiderate and wrong to park in such a manner believed the Crown Prosecution Service was now an additional hurdle, preventing many cases from being dealt with by the police and	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

		courts. It was suggested the parish noticeboards be used to 'name and shame' as necessary. After further discussion it was resolved the Clerk make enquiries with the Local Association of Town & Parish Councils and the Society of Local Council Clerks to see what other parishes have considered and to determine potential issues with using noticeboards in that way. Findings to be brought back to a future meeting. Proposed: Cllr Noakes. Seconded: Cllr Brady. Resolved by all present.		
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Meeting closed at 7.35pm.