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Minutes of the Meeting of the **Planning & Environment Committee** meeting held on Wednesday 27th April 2016 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), Brady, Doggrell, 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
P16/96	Apologies for absence. Cllr Chalmers.	Resolved to accept.	Clerk to keep on file.	Local Government Act 1972, s85 (1) & Sch 12, Part VI, p40.
P16/97	Disclosure of local and/or disclosable pecuniary interests. None.	N/A.	N/A.	Localism Act 2011, Ch 7, s31.
P16/98	To consider any dispensation requests received by the Clerk in relation to local and/or disclosable pecuniary interests, not previously recorded.	N/A.	N/A.	Localism Act 2011, Ch 7, s33.
P16/99	Report from outside organisations – for information only. None.	N/A.	N/A.	N/A.
P16/100	List of correspondence received (copies of correspondence can be requested from the Clerk). None.	N/A.	N/A.	N/A.

Planning & Environment Committee Minutes 27th April 2016

Chairman.....

Page | 1

Date 11th May 2016

P16/101	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 13 th April 2016.	Resolved to receive and adopt. Proposed: - Cllr Price. Seconded: - Cllr Noakes. Resolved by all present.	Clerk to keep on file.	Local Government Act 1972, Sch 12, Part VI, p41 (1).
P16/102	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 + P16/70 – Roads and footpaths. Resolved 9th March 2016 (P16/70) that BBC/Cllr Wheeler chase BBCllr Royden (Portfolio Holder for Environment and Transport) on a regular basis to get repairs done throughout the village. • P14/84 + P14/152 + P15/10 – Parking problems/yellow lines proposals. Works were due for completion in September 2015 – clerk and BBC/Cllr Wheeler continue to chase. • P15/75 + P15/136 + P15/137 + P15/152 – Regeneration of Keeley End Pond. Rotavating/clearance works have now been completed and the first round of planting has been undertaken. • 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); ▪ Wootton village (brick built) sign for Fields Road be taken forward*. ▪ P16/28 – Continuing delays to replacement lighting columns – Potters Cross and Hall End. Phil Peacock has been in touch with the Clerk to say the columns are now erected at Potters Cross. However, he is still experiencing issues with Hall End and UK Power Networks.	No further comments received.	Clerk to keep on file.	N/A.

	▪ P16/71 – Footway vehicle parking. Resolved 9th March 2016 (P16/71) that the Clerk seek advice from the Bedfordshire Association of Town & Parish Councils and Society of Local Council Clerks to establish how other parishes have addressed this issue. Please see agenda item P16/107. ▪ P16/84 – Illuminated Wootton village sign – Fields Road entrance. Resolved 30th March 2016 (P16/84) to include designs to date in June 2016's edition of the Wootton Newsletter and to ask for residents votes/comments by 1st August 2016. Results to be published in September 2016's edition.			
P16/103	To receive and verify the Income & Expenditure report for all Planning & Environment cost centres for 2015-16, to date.	The Clerk confirmed she was working on the year-end accounts for 2015-16 – those figures would be presented to a future Full Council for formal approval alongside the Annual Governance Statement and Accounting Statements.	Clerk to take forward.	Governance and Accountability for Local Councils (Practitioners' Guide (England) 2014).
P16/104	a) Planning Applications – for resolution. 16/00783/FUL – 35 Bedford Road – demolition of existing single garage, construction of single storey front and side extension. 16/00925/FUL – 43 Elmsdale Road – single storey front extension.	Cllr Quirk raised concerns the extension would pass the existing building line. Resolved NO OBJECTIONS. Proposed: Cllr Noakes. Seconded: Cllr Doggrell. Resolved by majority vote – Cllr Quirk requested his objection be recorded. Resolved NO OBJECTIONS. Proposed: Cllr Noakes. Seconded: Cllr Doggrell. Resolved by all present. Cllr Quirk then detailed (for information only) a listed building consent proposal seen in Bedfordshire on Sunday, for 18	Clerk to take forward.	Town & Country Planning Act 1990 & subsequent.

	b) Planning Approvals – for information only. None. c) Planning Applications withdrawn – for information only. None. d) Planning Refusals – for information only. None. e) Planning (other) – for information only. None.	Keeley Lane. A Grade I listed building, the proposal was for internal alterations.		
P16/105	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.
P16/106	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.
P16/107	To revisit a previous agenda item (P16/71) and receive a further report from the Clerk regarding incidences of footway vehicle parking within the parish and to resolve a suitable course of action.	It was noted the Borough Council's works for double yellow lines in the village had only been completed in part – these would cover footway parking but would require a traffic warden to implement. Resolved the Clerk liaise with Bedfordshire police to produce a leaflet (police to approve wording) which could be placed on the windscreen of offending vehicles. It was hoped backing would be given by Bedford Borough Council. The leaflet would be produced by the parish council, but placed by Street Watch members.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

		Proposed: Cllr Brady. Seconded: Cllr Noakes. Resolved by all present.		
P16/108	To review and adopt revised regulations and fees for Lorraine Road cemetery.	Resolved to accept all revisions – with a proviso that plot reservations used within 12 months of reservation would not incur a further interment fee. The Clerk agreed to circulate the amendments before publishing. Proposed: Cllr Price. Seconded: Cllr Wheeler. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
P16/109	To receive a report from Cllr Quirk regarding the naming, forward reservation and use of the newly built Memorial Walls at Lorraine Road cemetery.	Resolved not to permit use of the new Memorial Walls until the existing walls were at 95% capacity and that the new walls be named HR, HS and HT in keeping with current records. Proposed: Cllr Brady. Seconded: Cllr Noakes. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

Meeting closed at 7.30pm.