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Minutes of the Meeting of the **Planning & Environment Committee** meeting held on Wednesday 13th July 2016 at 7.05pm in the Memorial Hall, Bedford Road, Wootton.

Open Forum	Two members of the public arrived during the course of the meeting – one wishing to be co-opted during Full Council and the second wishing to observe discussions on an agenda item at that meeting also. There were no other 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, Chalmers, 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
P16/164	Apologies for absence. Cllr Doggrell.	N/A.	N/A.	Local Government Act 1972, s85 (1) & Sch 12, Part VI, p40.
P16/165	Disclosure of local and/or disclosable pecuniary interests. None.	N/A.	N/A.	Localism Act 2011, Ch 7, s31.
P16/166	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.
P16/167	Report from outside organisations – for information only. None.	N/A.	N/A.	N/A.

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P16/168	List of correspondence received (copies of correspondence can be requested from the Clerk). None.	No further comments received.	N/A.	N/A.
P16/169	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 29 th June 2016.	Resolved to receive and adopt. Proposed: - Cllr Noakes. Seconded: - Cllr Wheeler. Resolved by all present.	Clerk to keep on file.	Local Government Act 1972, Sch 12, Part VI, p41 (1).
P16/170	Matters arising from the minutes – for information only. • P11/47 + P15/40 - Overgrown alleyway Lorraine Road/Hoo Close. The ash tree is being removed by the Crown Estate and they are due to visit again soon to clear rubbish from the area. The Clerk has asked BBCllr Wheeler to establish what the Borough Council intend to do regarding the damaged fencing and now the brook which is full of fly-tipping. • 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. ▪ P16/71 + P16/107 – Footway vehicle parking. Resolved 27th April 2016 (P16/107) to liaise with Bedfordshire police and produce a suitable leaflet which can be left on offending vehicles, by members of Street Watch. Both Bedfordshire police and Bedford Borough Council have given their support to the proposal and the Clerk is obtaining quotations to produce the leaflets. ▪ 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	Cllr Quirk commented on a previous agenda item P16/163 (An overgrown Rights of Way footpath between Hall End and Lorraine Road cemetery), which had been left on file with no action required. He was aware a closure order had been implemented to stop people using the footpath whilst construction works took place in the immediate area. It was noted those works were due to commence on 14 th July and that the order was temporary.	Clerk to keep on file.	N/A.

	Newsletter and to ask for residents votes/comments by 1st August 2016. Results to be published in September 2016's edition. ▪ P16/137 – Replacement trees. Resolved 25th May 2016 (P16/137) a sapling oak be planted at Lorraine Road cemetery. This will now take place Sep/Oct 2016. ▪ P16/150 – Visual Tree Inspection. Resolved 8th June 2016 (P16/150) to request a quotation for a further inspection in accordance with FA Bartlett Tree Experts' findings in June 2015. Costings for the report have been confirmed as £100 plus VAT per site.			
P16/171	To receive and verify the Income & Expenditure report for all Planning & Environment cost centres for 2016-17, to date.	Resolved to receive and verify the report without amendment. Proposed: Cllr Price. Seconded: Cllr Wheeler. Resolved by all present.	Clerk to take forward.	Governance and Accountability for Smaller Authorities in England 2016.
P16/172	a) Planning Applications – for resolution. 16/00983/FUL – 50 Tithe Barn Road – demolition of existing outbuilding and erection of new 3 bedroom end of terrace dwelling adjacent to existing dwelling; associated landscaping works. AMENDED PROPOSAL. (Previously resolved TO OBJECT). 16/01467/FUL – Belmont, Woburn Road – demolition of existing dwelling house and erection of a two-storey office building and single storey compound building (Class B1) and associated car parking, change of use of residential curtilage and the adjacent paddock to compound to store scaffold (Class B8), construction of a balancing pond and the closure of	Resolved TO OBJECT on the following material consideration: • The proposal was considered an over-development of the site; The following issue was also noted: • The proposal would have a detrimental impact on the neighbouring semi-detached property – turning it into an end of terrace. Proposed: Cllr Price. Seconded: Cllr Noakes. Resolved by all present. Whilst the application was not within the parish, it was noted it would affect the local environment.	Clerk to take forward and keep on file.	Town & Country Planning Act 1990 & subsequent.

	two vehicular accesses and creation of one replacement vehicular access. Please note this is within the adjoining parish of Elstow and Stewartby but Bedford Borough Council are consulting nonetheless. 16/01788/FUL – 76 Keeley Lane – single storey front extension, single storey rear extension and external alterations. 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.	Resolved NO OBJECTIONS, but to note only for the files and make no further comment. Proposed: Cllr Lloyd. Seconded: Cllr Chalmers. Resolved by all present. Resolved NO OBJECTIONS. Proposed: Cllr Chalmers. Seconded: Cllr Noakes. Resolved by all present.		
P16/173	To request above applications be considered by the Full Planning Committee of Bedford Borough Council.	Resolved that planning application 16/00983/FUL be considered by the Full Planning Committee of Bedford Borough Council. Proposed: Cllr Price. Seconded: Cllr Noakes. Resolved by all present.	N/A.	Town & Country Planning Act 1990 & subsequent.
P16/174	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.

P16/175	To receive a report from the Clerk regarding land known as Popes Way Green which is unregistered but in need of ongoing maintenance and to resolve a suitable course of action.	The Clerk provided background ahead of the meeting and Cllr Quirk stated again that the parish council had historically maintained the grass, even though the area remained unregistered. It was noted however, that Bedford Borough Council were due to undertake remedial works to overgrown trees in the area and it was suggested they do the same with the overgrown ditch near the Cause End Road entrance. Resolved to request Bedford Borough Council carry out necessary works to the ditch (in addition to planned works to the trees). Further resolved the Clerk continue to try and register the land in the name of the parish council. Cllr Quirk confirmed he would provide further historical information on the development to aid the process. Proposed: Cllr Lloyd. Seconded: Cllr Chalmers. Resolved by all present.	Cllr Quirk and the Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
P16/176	To receive a Water Feature Safety Inspection Report from Playsafety Ltd (RoSPA) with regard to Keeley End Pond and to resolve a suitable course of action with regard to remedial works.	Cllr Quirk stated permission would be needed from Anglian Water, were the pond to be pumped out to allow better inspection of the platform supports. Cllr Lloyd had undertaken an earlier inspection and believed them to be sound. After further discussion a proposal was made to remove the structure completely but it was not carried.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

		A further proposal was made to repair the timber problems as reported and make regular observations Proposed: Cllr Price. Seconded: Cllr Noakes. Resolved by majority vote.		
P16/177	To receive a report from the Clerk with regard to costings for a visual tree inspection report, to be carried out by F A Bartlett Tree Experts' and to resolve a suitable course of action.	Resolved to accept the costings without further comment. Proposed: Cllr Lloyd. Seconded: Cllr Chalmers. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
P16/178	To consider a request from a resident that Lorraine Road cemetery accommodate a Sanctum 2000 (a free-standing vault which can accommodate two sets of cremated remains) and to resolve a suitable course of action.	Cllr Quirk stated any structure would need to be sited within the older cemetery as regulations within the extension did not permit the same. Resolved to permit in principle a free-standing vault (sited on top of the ground) – purchased/owned/maintained by the family of the deceased. Each request would be determined on its own merits alongside a suitable plot location. Proposed: Cllr Price. Seconded: Cllr Noakes. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

Meeting closed at 7.40pm.