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Minutes of the Meeting of the **Planning & Environment Committee** meeting held on Wednesday 10th August 2016 at 7pm in the Memorial Hall, Bedford Road, Wootton.

Open Forum	There were several members of the public present including one resident who wished to be considered for co-option at Full Council. Others were in attendance merely to observe the meeting. There were no other members of the public or press present and so the meeting continued without further adjournment.			Public Bodies (Admissions to Meetings) Act 1960, s1(1).
Present	Cllrs Quirk (in the Chair), 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
P16/192	Apologies for absence. Cllr Chalmers.	Resolved to accept.	Clerk to keep on file.	Local Government Act 1972, s85 (1) & Sch 12, Part VI, p40.
P16/193	Disclosure of local and/or disclosable pecuniary interests. BBCllr/Cllr Wheeler declared a local interest in agenda items P16/200 (16/02067/LBC) and P16/203.	Resolved to accept.	Clerk to keep on file.	Localism Act 2011, Ch 7, s31.
P16/194	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.
P16/195	Report from outside organisations – for information only.	No further comments received.	N/A.	N/A.

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Chairman.....

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	- Bedford Borough Council – Harrold Parish Council. Bedford Borough Council has designated Harrold 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. As a result of the designation, Harrold Parish Council will be able to proceed to prepare a Neighbourhood Development Plan/Order. - Bedford Borough Council - application for the designation of a Neighbourhood Area – Brickhill Parish Council. The proposed area is the whole civil parish. (This is a re-consultation due to an error in the parish map. 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 11th July 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 – street naming and numbering for Fields Road South.			
P16/196	List of correspondence received (copies of correspondence can be requested from the Clerk). None.	N/A.	N/A.	N/A.
P16/197	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 27 th July 2016.	Resolved to receive and adopt. Proposed: - Cllr Doggrell. Seconded: - BBCllr/Cllr Wheeler. Resolved by all present.	Clerk to keep on file.	Local Government Act 1972, Sch 12, Part VI, p41 (1).
P16/198	Matters arising from the minutes – for information only.	No further comments received.	Clerk to keep on file.	N/A.

	• P11/47 + P15/40 - Overgrown alleyway Lorraine Road/Hoo Close. The ash tree has been removed by the Crown Estate although the trunk remains. 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 two rounds of planting have been undertaken. Clerk is sourcing water lilies before wildlife housing is added. ▪ P16/71 + P16/107 +P16/191 – Footway vehicle parking. Resolved 27th July 2016 (P16/191) to appoint Bespoke Media to print A6 postcards for use by members of Street Watch. ▪ 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. One resident has said she wishes to submit her own design, and Cllr Quirk has suggested including an area of concrete hardstanding behind the sign to accommodate a second Christmas tree. ▪ 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 + P16/177 – Visual Tree Inspection. Resolved 8th June 2016 (P16/150) to request a quotation for a further inspection			
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	in accordance with FA Bartlett Tree Experts' findings in June 2015. Resolved 13th July 2016 (P16/177) to accept their costings of £100 + VAT per site, and FA Bartlett Tree Experts have confirmed they will undertake the inspection by the end of August for submission to the Clerk by the end of September 2016. ▪ P16/175 – Popes Way. Bedford Borough Council are due to undertake works to overhanging trees and it is hoped they will do the same with an overgrown ditch near the entrance to Cause End Road. Resolved 13th July 2016 (P16/175) that the Clerk continue to try and register the area in the name of the parish council.			
P16/199	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 Lloyd. Seconded: Cllr Noakes. Resolved by all present.	Clerk to keep on file.	Governance and Accountability for Smaller Authorities in England 2016.
P16/200	a) Planning Applications – for resolution. 16/02067/LBC – 23 Church Row – replacement exterior rear door.	BBCLlr/Cllr Wheeler stated he had been contacted by the resident who had submitted planning application 16/02067/LBC. The resident expressed his concerns over the regulations and obstacles he had faced when dealing with Bedford Borough Council's planning department during submission of the application. Resolved NO OBJECTIONS but to write to the Chief Planning Officer and Dave Hodgson, Mayor to make them aware of the residents' findings. Proposed: Cllr Doggrell. Seconded: Cllr Lloyd. Resolved by majority vote. BBCLlr/Cllr Wheeler did not take part in the vote.	Clerk to take forward and keep on file.	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.			
P16/201	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.
P16/202	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.
P16/203	To consider a response to Bedford Borough Council in relation to a renewal application for a Street Trading Consent and to resolve a suitable course of action.	Resolved to accept the renewal application without further comment. Proposed: Cllr Lloyd. Seconded: Cllr Doggrell. Resolved by majority vote. BBCllr/Cllr Wheeler did not take part in the vote.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
P16/204	To determine additional road names for the Fields Road South development following a request from Bedford Borough Council's Highways Department and to resolve a suitable course of action.	Cllr Doggrell confirmed he was awaiting details of a previous parish council chairman – which he would pass to the Clerk when received. Resolved to include (in addition to the above) any names on the memorial plaque in the Memorial Hall, not yet with Bedford Borough Council. Proposed: Cllr Quirk.	Cllr Doggrell and the Clerk to take forward.	Stakeholder consultation.

		Seconded: Cllr Noakes. Resolved by all present.		
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Meeting closed at 7.20pm.