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Minutes of the Meeting of the **Planning & Environment Committee** meeting held on Wednesday 28th September 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.			Public Bodies (Admissions to Meetings) Act 1960, s1(1).
Present	Cllrs Quirk (in the Chair), Lloyd, Noakes 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
P16/231	Apologies for absence. Cllrs Chalmers, Doggrell and Price.	Resolved to accept.	N/A.	Local Government Act 1972, s85 (1) & Sch 12, Part VI, p40.
P16/232	Disclosure of local and/or disclosable pecuniary interests. None.	N/A.	N/A.	Localism Act 2011, Ch 7, s31.
P16/233	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.
P16/234	Report from outside organisations – for information only.	No further comments received.	Clerk to keep on file.	N/A.

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	Bedford Borough Council – Brickhill Parish Council. Bedford Borough Council has designated Brickhill 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, Brickhill Parish Council will be able to proceed to prepare a Neighbourhood Development Plan/Order.			
P16/235	List of correspondence received (copies of correspondence can be requested from the Clerk). None.	No further comments received.	Clerk to keep on file.	N/A.
P16/236	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 14 th September 2016.	Resolved to receive and adopt. Proposed: Cllr Quirk. Seconded: Cllr Noakes. Resolved by all present.	Clerk to keep on file.	Local Government Act 1972, Sch 12, Part VI, p41 (1).
P16/237	Matters arising from the minutes – for information only. - 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. Water lilies are now out of season – the Clerk has ordered wild flower seeds.	No further comments received.	Clerk to keep on file.	N/A.

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	▪ 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 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. ▪ P16/216 – Tithe Barn Road footpaths. Clerk and BBCllr/Cllr Wheeler to meet with Bedford Borough Council Highways Engineer to view this and other sites in order to establish a way forward with regard to all remedial works. ▪ P16/229 – Street lighting Risk Assessment. Resolved 14th September 2016 (P16/229) to request Bedford Borough Council undertake annual risk assessments. ▪ P16/230 – Bins at Lorraine Road cemetery. Resolved 14th September 2016 (P16/230) to remove all small bins from the			
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	cemetery to prevent soil and broken glass being placed, causing a potential hazard for the cemeteries caretaker. To be reviewed after one month.			
P16/238	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 Noakes. Seconded: BBCLlr/Cllr Wheeler. Resolved by all present.	Clerk to keep on file.	Governance and Accountability for Smaller Authorities in England 2016.
P16/239	a) Planning Applications – for resolution. None. b) Planning Approvals – for information only. 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. Bedford Borough Council's Planning Committee resolved to grant permission (CIL liable) at their meeting on 15th August 2016. This council had previously recorded AN OBJECTION. 16/01533/FUL – 12 St. Mary's Road – first floor side extension. This council had previously recorded NO OBJECTION. c) Planning Applications withdrawn – for information only. None. d) Planning Refusals – for information only. None. e) Planning (other) – for information only. None.	No further comments received.	Clerk to keep on file.	Town & Country Planning Act 1990 & subsequent.
P16/240	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.

P16/241	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.
P16/242	To consider a response to the Bedfordshire Association of Town & Parish Councils (BATPC) regarding the Department for Communities and Local Government's consultation on the Neighbourhood Planning Bill and to resolve a suitable course of action.	Resolved to note and keep on file. Proposed: Cllr Noakes. Seconded: BBCllr/Cllr Wheeler. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
P16/243	To consider remedial works to the existing water tap at Lorraine Road cemetery and the addition of a further water tap in the extension and to resolve a suitable course of action.	Resolved to accept CUT Services Ltd's quotation to replace the wooden casing surrounding the existing tap - £135 plus VAT. Further resolved to defer additional works. Proposed: Cllr Noakes. Seconded: BBCllr/Cllr Wheeler. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
P16/244	To consider remedial works to the footpath at St. Mary's cemetery and to resolve a suitable course of action.	BBCllr/Cllr Wheeler explained ward monies could be available towards the cost of any project as long as it was started before 31 st March 2017. Resolved to seek quotations to re-lay the surface tarmac or use a cold finish surface (as used by Bedford Borough Council contractors in Jenkyn Road) on the footpath leading from Church Road to St. Mary's Church North Entrance. Proposed: Cllr Lloyd. Seconded: Cllr Noakes. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

Meeting closed at 7.30pm.

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