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Minutes of the Meeting of the **Planning & Environment Committee** meeting held on Wednesday 12th October 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), Doggrell, Lloyd, Price and Noakes. In Attendance: Sue Playford (Clerk).			
Absent (no apologies received)	None.			
Agenda no	Agenda item title	Resolution	Action	Power
P16/245	Apologies for absence. Cllrs Chalmers and Wheeler. Cllr Wheeler is also the Borough Councillor for Wootton.	Resolved to accept.	N/A.	Local Government Act 1972, s85 (1) & Sch 12, Part VI, p40.
P16/246	Disclosure of local and/or disclosable pecuniary interests. None.	N/A.	N/A.	Localism Act 2011, Ch 7, s31.
P16/247	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.
P16/248	Report from outside organisations – for information only.	No further comments received.	Clerk to keep on file.	N/A.

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	None.			
P16/249	List of correspondence received (copies of correspondence can be requested from the Clerk). Bedford Borough Council – Schedule of Rates used by them to invoice parish councils for repairs carried to parish council maintained street lighting.	No further comments received.	Clerk to keep on file.	N/A.
P16/250	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 28 th September 2016.	Resolved to receive and adopt. Proposed: Cllr Noakes. Seconded: Cllr Lloyd. Resolved by all present.	Clerk to keep on file.	Local Government Act 1972, Sch 12, Part VI, p41 (1).
P16/251	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. Bedford Borough Council (BBC) have made repairs to the fencing but now have no plans to replace it entirely. Move to close. - 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. Wild flower seeds are to be planted. Animal/bat houses and the duck house are yet to be taken forward – water lilies are currently out of season. - 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	No further comments received.	Clerk to keep on file.	N/A.

	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. The Clerk has received this report but is awaiting answers to queries before bringing to this committee. ▪ 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. Please see agenda item P16/256. ▪ 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 cemetery to prevent soil and broken glass being placed, causing a potential hazard for the cemeteries caretaker. To be reviewed after one month. The cemeteries caretaker will remove them in the coming weeks and aims to recycle them. ▪ P16/243 – Works to tap(s) at Lorraine Road cemetery. Resolved 28th September 2016 (P16/243) to replace the wooden casing			
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	surrounding the existing tap but not to add additional taps at this stage. ▪ P16/244 – Remedial works to footpaths at St. Mary’s Church cemetery. Resolved 28th September 2016 (P16/244) to seek quotations to re-lay the surface tarmac or use a cold finish surface on the one footpath leading from Church Road to St, Mary’s Church North Entrance.			
P16/252	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.
P16/253	a) Planning Applications – for resolution. 16/02805/FUL – 19 Hollies Walk – single storey rear extension. b) Planning Approvals – for information only. 16/02028/FUL – 61 Studley Road – single storey side extension. This council previously recorded NO OBJECTION. 16/02455/TCA – 17 Jenkyn Road – 2 x Elm remove, Ash remove, 2 x Elder remove. Details not provided to this council for comment. 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 . Proposed: Cllr Price. Seconded: Cllr Doggrell. Resolved by all present.	Clerk to keep on file.	Town & Country Planning Act 1990 & subsequent.

P16/254	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.
P16/255	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.
P16/256	To revisit an earlier proposal to consider remedial works to both footpaths leading from Tithe Barn Road into the recreation ground and to resolve a suitable course of action.	Resolved Wootton Parish Council appoint a contractor to undertake remedial works to <u>both</u> footpaths to include: • cutting back all overhanging shrubs; • new tarmac surface; • new kissing gates with additional catches to be re-sited at the Tithe Barn Road end of both footpaths to the recreation ground. The Clerk was also instructed to seek to register both footpaths in the name of Wootton Parish Council. Proposed: Cllr Noakes. Seconded: Cllr Lloyd. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

Meeting closed at 7.20pm.