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Minutes of the Meeting of the **Planning & Environment Committee** meeting held on Wednesday 30th November 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), Chalmers, 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
P16/285	Apologies for absence. None.	N/A.	N/A.	Local Government Act 1972, s85 (1) & Sch 12, Part VI, p40.
P16/286	Disclosure of local and/or disclosable pecuniary interests. None.	N/A.	N/A.	Localism Act 2011, Ch 7, s31.
P16/287	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.
P16/288	Report from outside organisations – for information only. None.	N/A.	N/A.	N/A.

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Chairman.....

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P16/289	List of correspondence received (copies of correspondence can be requested from the Clerk). None.	N/A.	N/A.	N/A.
P16/290	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 9 th November 2016.	Resolved to receive and adopt. Proposed: Cllr Price. Seconded: Cllr Doggrell. Resolved by all present.	Clerk to keep on file.	Local Government Act 1972, Sch 12, Part VI, p41 (1).
P16/291	Matters arising from the minutes – for information only. • 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 and water lilies will be planted in spring following weeding and pruning of trees. Animal/bat houses and the duck house will then be taken forward. ▪ P16/84 – Illuminated Wootton village sign – Fields Road entrance. An alternative design as discussed with one resident was not forthcoming. An ongoing project – now covered as part of the Strategic Action Plan (Full Council). Move to close. ▪ P16/137 – Replacement trees. Resolved 25th May 2016 (P16/137) a sapling oak be planted at Lorraine Road cemetery. Works are now complete. Move to close. ▪ P16/150 + P16/177 +P16/269 – 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. Latest tree inspection report was submitted to this committee 26th October 2016. Resolved (P16/269) to undertake all priority 1 works. The Clerk is	No further comments received.	Clerk to keep on file.	N/A.

	currently awaiting a further report from Bartlett Tree Experts on a tree sited near St. Mary's church, but in the grounds of Wootton House. ▪ P16/175 – Popes Way. Bedford Borough Council have completed 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 + P16/256 – Tithe Barn Road footpaths. Resolved 12th October 2016 (P16/256) that remedial works be undertaken to both footpaths – to include cutting back all overhanging shrubs, new tarmac surfaces and new kissing gates to be sited at the Tithe Barn Road end of both footpaths. Clerk is still awaiting quotations. ▪ 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. Please refer to agenda item P16/296. ▪ 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. Clerk is still awaiting quotations. ▪ P16/268 – New bench opposite the Cock Inn PH, Bedford Road. Resolved 26th October 2016 (P16/268) to re-site the bench previously destroyed.			
P16/292	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.	Clerk to keep on file.	Governance and Accountability for Smaller Authorities in

		Proposed: Cllr Doggrell. Seconded: Cllr Noakes. Resolved by all present.		England 2016.
P16/293	a) Planning Applications – for resolution. 16/03116/FUL – 99a Bedford Road – garage extension to form triple garage. 16/03125/FUL – 22 St. Mary’s Road – one and two storey side and rear extensions. 16/03281/FUL – 46 Cause End Road – garage conversion and alterations. Single storey rear extension. b) Planning Approvals – for information only. 15/02060/MAF (16/02449/AOC) – Conditions 2, (External hard surface materials), 6 (Affordable housing parking), 10 (Bin collections points), 11 (Car parking strategy), 13 (Energy audit), 14 (Energy statement), 30 (Junction details), 31, (Pedestrian access), 36 (Visibility splays). Erection of 600 dwellings, including vehicular access, pedestrian and cycle links, public open space, car parking, landscaping, drainage and associated	Resolved NO OBJECTIONS. Proposed: Cllr Chalmers. Seconded: Cllr Noakes. Resolved by all present. Resolved TO OBJECT on the following material considerations: • Adverse effect on the street scene; • Overdevelopment of site. It was also noted ongoing concerns over the lack of parking in the area would be exacerbated. The dwelling contained 4 bedrooms but only 2 road spaces had been allocated. Proposed: Cllr Noakes. Seconded: Cllr Doggrell. Resolved by all present. Resolved NO OBJECTIONS. Proposed: Cllr Chalmers. Seconded: Cllr Price. Resolved by all present. No further comments received.	Clerk to keep on file.	Town & Country Planning Act 1990 & subsequent.

	infrastructure works. Land South of Fields Road and East of Cranfield Road. 16/02805/FUL – 19 Hollies Walk – single storey rear extension. This council previously recorded NO OBJECTION. 16/02843/FUL – 10 St. Mary's Road – single storey front and side extension following the removal of existing outbuilding. This council 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.			
P16/294	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.
P16/295	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.
P16/296	To revisit a previous resolution to remove smaller bins from Lorraine Road cemetery and to resolve whether action should be taken to replace them.	Resolved to leave the agenda item on file with no further action, as no complaints had been received following their removal. Proposed: Cllr Lloyd. Seconded: Cllr Chalmers. Resolved by all present.	Clerk to keep on file.	Localism Act 2011, Ch 1, s1-8.
P16/297	To consider committee financial requirements (annual expenditure, capital and revenue projects) for 2017-18, ahead of finalising the precept demand in January 2017.	It was noted the following had already been agreed (P16/271 + 284): £5,000 Lorraine Rd cemetery extension;	Clerk to take forward.	Local Government Finance Act 1992, s41. Financial Regulations.

		• £5,000 St. Mary's church wall and railings. • £5,000 Memorial Hall flooring; • £2,000 Removal of ash tree; • £2,000 Repairs to St. Mary's footpath. Cllr Lloyd queried why monies were being allocated for the Memorial Hall flooring and removal of ash tree, given the parish council were responsible for neither. Resolved the description (£2,000 removal of ash tree) be amended to 'remedial works as necessary to ash tree' (a branch overhangs St. Mary's cemetery and church). The clerk confirmed she was awaiting a written tree inspection report from FA Bartlett Tree Experts – a copy of which would be passed to Wootton House (as owners of the ash tree). It was noted the Memorial Hall committee would approach the parish council for funding assistance to replace the wooden floor. Further resolved to use Community Infrastructure Levy (CIL) monies to that effect and remove £5,000 from revenue projects. Proposed: BBCllr/Cllr Wheeler. Seconded: Cllr Price. Resolved by all present.		
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Meeting closed at 7.20pm.