



WOOTTON PARISH COUNCIL



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Minutes of the Meeting of the **Planning & Environment Committee** meeting held on Wednesday 8th February 2017 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, 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
P17/25	Apologies for absence. None.	N/A.	N/A.	Local Government Act 1972, s85 (1) & Sch 12, Part VI, p40.
P17/26	Disclosure of local and/or disclosable pecuniary interests. None.	N/A.	N/A.	Localism Act 2011, Ch 7, s31.
P17/27	To consider any dispensation requests received by the Clerk in relation to local and/or disclosable pecuniary interests, not previously recorded. None.	N/A.	N/A.	Localism Act 2011, Ch 7, s33.
P17/28	Report from outside organisations – for information only. None.	N/A.	N/A.	N/A.
P17/29	List of correspondence received (copies of correspondence can be requested from the Clerk).	N/A.	N/A.	N/A.

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	None.			
P17/30	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 25 th January 2017.	Resolved to receive and adopt. Proposed: Cllr Lloyd. Seconded: Cllr Doggrell. Resolved by all present.	Clerk to keep on file.	Local Government Act 1972, Sch 12, Part VI, p41 (1).
P17/31	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. Now detailed within the Strategic Action Plan (Full Council). Move to close. ▪ P16/150 + P16/177 + P16/269 + P17/13 + P17/36 – Visual Tree Inspection. Resolved 26th October 2016 (P16/269) to undertake all priority 1 works. Resolved 11th January 2017 (P17/13) to request the parish council insurance company to liaise with the owners of Wootton House regarding a fallen ash tree at St. Mary's churchyard. Please refer to agenda item P17/36. ▪ P16/175 – Popes Way. Bedford Borough Council (BBC) have completed works to overhanging trees and are investigating the infill of an adjoining 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 Wootton Parish Council (WPC). The Clerk is visiting Bedfordshire Archives and Records Service (7th February 2017) in the hope of finding historical evidence that WPC has maintained that area – this will aid in the registration process. ▪ 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	No further comments received.	Clerk to keep on file.	N/A.

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	Tithe Barn Road end of both footpaths. Clerk is still awaiting quotations. The Clerk also aims to register both footpaths in the name of WPC. The Clerk is visiting Bedfordshire Archives and Records Service (7th February 2017) in the hope of finding historical evidence that WPC has maintained that area – this will aid in the registration process ▪ P16/229 – Street lighting Risk Assessment. Resolved 14th September 2016 (P16/229) to request Bedford Borough Council undertake annual risk assessments. The Clerk and Cllrs Quirk and Wheeler met with BBC Highways on 16th January 2017 – a proposal including costings for Bedford Borough Council to take over all street lighting columns will be sent to the Clerk by the end of February 2017. ▪ 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 – bench is currently on order.			
P17/32	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: BBCllr/Cllr Wheeler. Seconded: Cllr Noakes. Resolved by all present.	Clerk to keep on file.	Governance and Accountability for Smaller Authorities in England 2016.
P17/33	a) Planning Applications – for resolution. 16/03641/S73A – 9 Keeley Farm Court – retrospective planning permission application – retention of existing fence and erection of two additional fence panels.	A letter was presented to members from a local resident who had already objected (to Bedford Borough Council) to the proposal. Resolved NO OBJECTIONS. Proposed: Cllr Doggrell. Seconded: BBCllr/Cllr Wheeler.	Clerk to take forward.	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.	Resolved by all present.		
P17/34	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.
P17/35	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.
P17/36	To receive a report from Cllr Quirk and the Clerk regarding latest developments in relation to the fallen ash tree at St. Mary's cemetery and to resolve a suitable course of action.	The Clerk reported she had received no response to her letter of 17th January (addressed to the Palmer Family Trust Plc). Resolved she write again to establish what course of action Palmers intended to take and to send the letter by recorded delivery (copy to St. Mary's authorities). Proposed: Cllr Quirk. Seconded: Cllr Noakes. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
P17/37	To receive and approve tender documents for Amenity/Highway Grass Cutting and Cemeteries Maintenance (due for renewal 1st April 2017) ahead of distribution to potential contractors and to resolve a suitable course of action.	Resolved to accept without amendment. Clerk to advertise in the newspaper and distribute to existing and known/recommended contractors. Proposed: Cllr Noakes. Seconded: Cllr Doggrell.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

		Resolved by all present.		
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Meeting closed at 7.25pm.