



WOOTTON PARISH COUNCIL



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Minutes of the Meeting of the **Planning & Environment Committee** meeting held on Wednesday 8th March 2017 at 7pm in The Memorial Hall, Bedford Road, Wootton.

Open Forum	There were two members of the public present who wished to observe discussions and possibly speak with regard to agenda item P17/62 (17/00375/FUL). 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 and Noakes. In Attendance: Sue Playford (Clerk).			
Absent (no apologies received)	None.			
Agenda no	Agenda item title	Resolution	Action	Power
P17/54	Apologies for absence. Cllr Wheeler. Cllr Wheeler is also the Borough Councillor for Wootton.	N/A.	N/A.	Local Government Act 1972, s85 (1) & Sch 12, Part VI, p40.
P17/55	Disclosure of local and/or disclosable pecuniary interests. None.	N/A.	N/A.	Localism Act 2011, Ch 7, s31.
P17/56	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.
P17/57	Report from outside organisations – for information only. Bedford Borough Council. Proposed temporary road closure – Green Lane, Stewartby. From a point approx. 20 metres east of the level crossing to a point approx. 20 metres west of the level	No further comments received.	Clerk to keep on file.	N/A.

Planning & Environment Committee Minutes 8th March 2017

Chairman.....

Date 29th March 2017

	crossing. Anticipated to be in operation between 2200hrs Saturday 18th March 2017 and 0400hrs Monday 20th March 2017 – specific dates will be advertised locally closer to the time. Where possible access will be maintained to property and premises but may be restricted from time to time according to local signing. Bedford Borough Council – Wilshamstead Parish Council. Bedford Borough Council has designated Wilshamstead 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, Wilshamstead Parish Council will be able to proceed to prepare a Neighbourhood Development Plan/Order.			
P17/58	List of correspondence received (copies of correspondence can be requested from the Clerk). None.	N/A.	N/A.	N/A.
P17/59	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 22nd February 2017.	Resolved to receive and adopt. Proposed: Cllr Noakes. Seconded: Cllr Doggrell. Resolved by all present.	Clerk to keep on file.	Local Government Act 1972, Sch 12, Part VI, p41 (1).
P17/60	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. - 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	*Cllr Quirk noted the fence panels were still in place and the area had been tarmacked. Agreed to ask BBCllr/Cllr Wheeler, Andy Prigmore and Diane Hale to investigate why the Borough Council’s request had not been actioned.	Clerk to keep on file.	N/A.

	owners of Wootton House regarding a fallen ash tree at St. Mary's churchyard. Both issues ongoing. ▪ P16/175 – Popes Way. Bedford Borough Council 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 has visited 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. Bedford Borough Council are currently liaising with a local resident regarding the piping and infilling of the ditch. ▪ 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. The Clerk also aims to register both footpaths in the name of WPC. The Clerk has visited 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.			
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	Mary's Church North Entrance. Clerk is still awaiting quotations. ▪ P16/268 + P17/50 – New bench opposite the Cock Inn PH, Bedford Road. Resolved 26th October 2016 (P16/268) to re-site the bench previously destroyed – bench is due to be sited imminently and (subject to family approval) will include a memorial plaque in recognition of the late Bill Brady. ▪ P17/37 – Tender documents for Grass Cutting and Cemeteries Maintenance. Clerk has placed an advert with the Bedfordshire on Sunday newspaper, Society of Local Council Clerks and parish council's Facebook page, seeking tender applicants. ▪ P17/51 – Potentially dangerous ditch alongside the "Little Wootton" development, Hall End. Resolved 22nd February 2017 (P17/51) to send Bedford Borough Council a copy of Cllr Quirk's findings. ▪ P17/53 – Appointment of a contractor to undertake tree works at Lorraine Road cemetery. Resolved 22nd February 2017 (P17/53) to appoint Albion Tree Surgeons at cost to the resident. Further resolved to revisit the area with a view to undertaking further works once the tree works are complete. ▪ n/a – Cllrs Lloyd, Quirk and Wheeler plus the Clerk met with members from Bedford Borough Council's Highways department and the owner of 50 Cause End Road, to resolve ongoing issues regarding the infilling of a ditch alongside Popes Way Green and placement of his front/side boundary fencing. Bedford Borough Council instructed the owner to take down the fence panels (possibly pending an application to purchase highways land) and gave recommendations on how best to infill the ditch to ensure surface water continued to drain appropriately*.			
P17/61	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.

P17/62	a) Planning Applications – for resolution. 17/00375/FUL – 41-43 Cause End Road – refurbishment and extension of the existing cottages and the construction of three additional detached dwellings, together with off-road parking, private amenity space and associated landscaping. 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 NO OBJECTIONS but to make the following observations: • Bedford Borough Council (as the local planning authority) must consider any adverse impact the proposal could have on an adjacent listed building; • Concerns were raised over vehicles entering and leaving the site – its location (near to the entrance for Lorraine Road) created crossroads, it was near a busy location (shop) and on a main bus route. Bedford Borough Council must consider the height of any fencing in that area. Proposed: Cllr Noakes. Seconded: Cllr Lloyd. Resolved by majority vote. Cllr Doggrell abstained from voting.	Clerk to take forward.	Town & Country Planning Act 1990 & subsequent.
P17/63	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.
P17/64	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.

Meeting closed at 7.25pm.