



WOOTTON PARISH COUNCIL



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Minutes of the Meeting of the **Planning & Environment Committee** meeting held on Wednesday 29th March 2017 at 7pm in The Memorial Hall, Bedford Road, Wootton.

Open Forum	One member of the public was present who wished to pass on observations on two issues: • A new play area currently being developed within Berryfields, alongside the A421*; • Agenda item P17/73 (17/00666/MAO)**. She began by raising concerns the play area fencing was not high enough, potentially enabling footballs to be kicked onto the A421*. Her wish was for the height to be reviewed, with consideration to higher metal fencing suitably designed to prevent balls being kicked over. (The request will be brought back to the next meeting of this committee as a formal agenda item). She then raised a concern over the access point into the proposed industrial area (within Fields Road South (FRS) – as listed above)**. The only means of access for all industrial traffic was via the bridge near the lower school and pupils would be crossing Fields Road twice daily. Additional housing at FRS would add to the issue, as would traffic visiting the proposed hotel, public house and crèche. Her suggestion was for another access point for industrial traffic – a separate slip road leading to the industrial area from the A421 would take that traffic away from the lower school. Cllr Noakes stated he intended to raise the same concerns during that agenda item. The resident was given contact details on who to pass objections and comments to at Bedford Borough Council regarding the planning application and was encouraged to ask others with the same concerns to do the same. Her comments were appreciated by all present and having been thanked for attending, she then left the meeting. 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, Noakes and Wheeler. Cllr Wheeler is also the Borough Councillor for Wootton. Cllr Hensher was also in attendance. In Attendance: Sue Playford (Clerk).	

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Chairman.....

Date 12th April 2017

Absent (no apologies received)	None.			
Agenda no	Agenda item title	Resolution	Action	Power
P17/65	Apologies for absence. None.	N/A.	N/A.	Local Government Act 1972, s85 (1) & Sch 12, Part VI, p40.
P17/66	Disclosure of local and/or disclosable pecuniary interests. None.	N/A.	N/A.	Localism Act 2011, Ch 7, s31.
P17/67	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.
P17/68	Report from outside organisations – for information only. Bedford Borough Council. Proposed temporary road closure – Manor Road, Kempston Hardwick. From a point approx. 20 metres south of the level crossing to a point approx. 20 metres north of the level crossing. Anticipated to be in operation between 2300hrs Saturday 8th April 2017 and 0400hrs Monday 10th April 2017 – specific dates will be advertised locally closer to the time. <u>Due to the nature of the work it will not be possible for emergency service vehicles to go through this closure.</u>	No further comments received.	Clerk to keep on file.	N/A.
P17/69	List of correspondence received (copies of correspondence can be requested from the Clerk). Bedford Borough Council. Response to Cllr Quirk's report on a potentially dangerous ditch, dated 27th February 2017. Andy Prigmore, Service Manager (Highways), Bedford Borough Council has responded stating there was never a fence alongside that ditch and there are no plans to install fencing alongside the ditch at this time.	Cllr Quirk reported in response to Andy Prigmore's findings, a danger had been presented now the hedge had been cut back – the ditch was deep enough to present a danger to anyone falling in, particularly those with limited mobility. He requested Cllr O'Dell be made aware (as Disability, Equality and Access Officer, Bedford Borough Council) in the hope he could provide fuller information. Cllr Quirk was further concerned no risk assessment had been undertaken and it	Clerk to take forward.	N/A.

		was agreed the Clerk request the same from Bedford Borough Council, as owners of the ditch.		
P17/70	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 8 th March 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).
P17/71	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. A Roads & Footpaths Safety Steering Group is now taking all issues forward. Move to close. • 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 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.	* Cllr Lloyd confirmed the bench was now in place and the Clerk was awaiting suitable wording for a memorial plaque from the family of the late Bill Brady. **Cllr Quirk reported the fencing remained in place (and tarmac had also been added) – despite the homeowner confirming to members of the Parish and Borough Council he would remove the panels. Given Cllr Quirk had reported the same to concerned residents, he asked for assurances from BBCllr/Cllr Wheeler that the Borough Council intended to pursue this. BBCllr/Cllr Wheeler confirmed the Borough Council would be implementing an enforcement order to remove the same.	Clerk to keep on file.	N/A.

	▪ 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 now cannot be considered by them until March 2018. Clerk is seeking quotations from other contractors to undertake risk assessments. ▪ 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 + 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. See agenda item P17/77. ▪ 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. Please see agenda item P17/69.			
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	▪ 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 (works due 23rd March). ▪ 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. This has not been undertaken and Bedford Borough Council are taking enforcement action**.			
P17/72	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: Cllr Lloyd. Resolved by all present.	Clerk to keep on file.	Governance and Accountability for Smaller Authorities in England 2016.
P17/73	a) Planning Applications – for resolution. 17/00666/MAO – Land South of Fields Road – Hybrid application comprising full planning application for means of access, Plots 1E-F and 6 (Class B1c light industrial/B2 general industrial/B8 storage and distribution) access, parking, drainage, landscaping and associated works. Outline planning application for Plots 1A-D (Class A3 food and drink/A4 public house/C1 hotel/D1 crèche) Plots 2 and 3 (Class B1A office/B1B research and development/B1C light industrial) and Plots 4 and 5 (Class B1C light industrial/B2 general industrial/B8 storage and distribution) access, parking, drainage, landscaping and associated works.	BBCllr/Cllr Wheeler stated he had recently met with representatives of the planning consortium to discuss the proposal and the following wished to make a presentation on the proposal: • Simon Flisher (Barton Willmore, Planning & Design Consultancy)*; • Jason Harris (Goodman Logistics)*; • Steve Lee (Goodman Logistics)*; • Barry Chinn (Landscape architects)*. Given the size of the proposal, BBCllr/Cllr Wheeler sought permission from committee members present to defer	Clerk to take forward.	Town & Country Planning Act 1990 & subsequent.

		discussions until Full Council on 12th April 2017 – this would allow all members opportunity to comment and would also enable those listed above* to their presentation to all members. It would also be opportunity for the comments raised under Open Forum to be detailed during that presentation. BBCLlr/CLlr Wheeler further confirmed the deadline for comments on the proposal had been extended to 22nd May 2017. The following comments were noted: • Initial proposals were for a LIGHT industry area – this seemed HEAVY give the size of the end warehouse facility; • The proposed canal route had changed – it now terminated at the end warehouse and went into the proposed housing estate; • The proposed road appeared flat. Given its location alongside the canal a bridge was needed, which couldn't support industrial traffic; • A proposed marina no longer featured – it was thought this was a valued asset which would generate tourism and trade income to the parish; • The crèche was situated at the beginning of the industrial area, meaning industrial traffic would pass on a regular basis. Accidents were a concern, especially at crèche drop-off and pick-up times;		
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	b) Planning Approvals (by Bedford Borough Council) – for information only. None. c) Planning Applications withdrawn (notified by Bedford Borough Council) – for information only. None. d) Planning Refusals (by Bedford Borough Council) – for information only.	• The map provided was not to scale; • Concerns were raised over the proposal to “sink” the end warehouse into the ground, to lessen its impact on surroundings and horizon as it was understood the water table was only one metre below surface. Resolved this application be deferred as detailed above and considered by Full Council on 12th April 2017. Further resolved the Clerk provide members with all relevant links to the planning application ahead of Full Council to enable all comments/objections/concerns to be collated ahead of that meeting. They, along with points raised during Open Forum would be considered during the presentation and subsequent agenda item discussions. Proposed: Cllr Noakes. Seconded: Cllr Lloyd. Resolved by all present. No further comments received.		
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	17/00231/FUL – 80-82 Keeley Lane – erection of new infill dwelling following demolition of garage. This council previously resolved NO OBJECTIONS. e) Planning (other – including Bedford Borough Council and the Secretary of State) – for information only. 16/02268/FUL – Hall End House, 66 Hall End Road – proposed change of use of small part agricultural land to domestic use with proposed ‘log cabin’ for use as playroom/storeroom and convert existing building to be used as family annexe. Appeal made to the Secretary of State under Section 78 of the Town & Country Planning Act 1990. This council previously recorded AN OBJECTION.	No further comments received.		
P17/74	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.
P17/75	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.
P17/76	To resolve under the terms of the Public Bodies (Admissions to Meetings) Act 1960, s1(2) that any members of the public or press present please leave, in order to discuss the following item(s).	There were no members of the public or press present.	N/A.	Public Bodies (Admissions to Meetings) Act 1960, s1(2).
P17/77	To receive completed tender application(s) in respect of the Cemeteries Grass Cutting and Grounds Maintenance contract AND the Grass Cutting (Amenities and Highway) contract and to resolve to appoint a contractor(s) for the period 1st April 2017 – 31st March 2020.	Resolved to appoint J Dennis Garden & Property Maintenance to undertake the Cemeteries Grass Cutting and Grounds Maintenance contract for the period 1st April 2017 – 31st March 2020. Proposed: Cllr Doggrell. Seconded: Cllr Noakes. Resolved by all present. Resolved to appoint A R Worboys Ltd to undertake the Grass Cutting (Amenities and Highway) contract for the period 1st April 2017 – 31st March 2020. Proposed: Cllr Quirk.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

		Seconded: Cllr Noakes. Resolved by all present.		
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Meeting closed at 7.35pm.