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Minutes of the Meeting of the **Planning & Environment Committee** meeting held on Wednesday 12th April 2017 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), 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
P17/78	Apologies for absence. None.	N/A.	N/A.	Local Government Act 1972, s85 (1) & Sch 12, Part VI, p40.
P17/79	Disclosure of local and/or disclosable pecuniary interests. None.	N/A.	N/A.	Localism Act 2011, Ch 7, s31.
P17/80	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.
P17/81	To resolve to appoint Cllr Neera Regmi as a member of the Planning & Environment Committee.	Resolved by a show of hands Cllr Regmi be appointed as a member of this committee. Proposed: Cllr Lloyd.	Clerk to take forward.	Standing Orders.

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Chairman.....

Date 26th April 2017

		Seconded: Cllr Doggrell. Resolved by all present.		
P17/82	Report from outside organisations – for information only. None.	N/A.	N/A.	N/A.
P17/83	List of correspondence received (copies of correspondence can be requested from the Clerk). None.	N/A.	N/A.	N/A.
P17/84	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 29 th March 2017.	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).
P17/85	Matters arising from the minutes – for information only. • 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. ▪ 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,	No further comments received.	N/A.	N/A.

	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. Bench is now in situ. Clerk is awaiting plaque inscription details from the family of the late Bill Brady. ▪ 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. ▪ 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).			
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	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. Bedford Borough Council are now implementing an enforcement order as the owner has taken no further action.			
P17/86	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: BBCllr/Cllr Wheeler. Resolved by all present.	Clerk to keep on file.	Governance and Accountability for Smaller Authorities in England 2016.
P17/87	a) Planning Applications – for resolution. 17/00874/FUL – 98 Bedford Road – two storey extension to rear and side of property. 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. None. e) Planning (other – including Bedford Borough Council and the Secretary of State) – for information only.	Resolved NO OBJECTIONS. Proposed: Cllr Quirk. Seconded: Cllr Lloyd. Resolved by all present.	Clerk to take forward.	Town & Country Planning Act 1990 & subsequent.

	None.			
P17/88	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.
P17/89	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.
P17/90	To consider a request received at the last meeting of this committee to seek a review of the height and materials used in the construction of fencing within the new play area currently being developed within the Berryfields Estate and to resolve a suitable course of action.	Cllr Lloyd understood the canal (when built) would come between the play area, running level with the A421 – which would stop anyone playing too close to the A421, as would the planting of proposed trees. It was unclear who would own that area once built – if Persimmon appointed a private Management Entity the parish council would have no jurisdiction to request a review. Resolved to defer this agenda item until it was known who would own the land. Proposed: Cllr Noakes. Seconded: Cllr Doggrell. Resolved by all present.	Clerk to keep on file.	Localism Act 2011, Ch 1, s1-8.

Meeting closed at 7.10pm.