



WOOTTON PARISH COUNCIL



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Minutes of the Meeting of the **Planning & Environment Committee** meeting held on Wednesday 26th April 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 Lloyd (in the Chair in the absence of Cllr Quirk), Doggrell, Noakes and Regmi. In Attendance: Sue Playford (Clerk).			
Absent (no apologies received)	None.			
Agenda no	Agenda item title	Resolution	Action	Power
P17/91	Apologies for absence. Cllrs Quirk and Wheeler. Cllr Wheeler is also the Borough Councillor for Wootton.	Resolved to accept.	Clerk to keep on file.	Local Government Act 1972, s85 (1) & Sch 12, Part VI, p40.
P17/92	Disclosure of local and/or disclosable pecuniary interests. None.	N/A.	N/A.	Localism Act 2011, Ch 7, s31.
P17/93	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.
P17/94	Report from outside organisations – for information only. Bedford Borough Council – proposed temporary road closure – Manor Road, Kempston Hardwick. From a point approximately	No further comments received.	Clerk to keep on file.	N/A.

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Chairman.....

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	20 metres south of the level crossing to a point approximately 20 metres north of the level crossing - to enable a level crossing inspection. The closure is anticipated to be in operation between 2300hrs Saturday 20th May 2017 and 1200hrs Sunday 21 st May 2017. Specific dates will be advertised locally closer to time. Where possible access will be maintained to property and premises but may be restricted from time to time according to local signing.			
P17/95	List of correspondence received (copies of correspondence can be requested from the Clerk). None.	N/A.	N/A.	N/A.
P17/96	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 12 th April 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).
P17/97	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. Works have been completed bar cabling. The fallen ash tree at St. Mary's churchyard is 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.	No further comments received.	N/A.	N/A.

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	▪ 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. Bench is now in situ. Clerk is awaiting plaque inscription details from the family of the late Bill Brady. ▪ P17/51 + P17/69 – 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. Bedford Borough Council responded stating it had no intention to erect fencing in the area. Cllr Quirk responded 29th March 2017 stating a danger had been presented now the hedge has been cut back – ditch was deep enough for someone to fall in (particularly those with			
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	limited mobility). Cllr O'Dell was asked to investigate and find fuller information ahead of asking Bedford Borough Council to undertake a risk assessment. A further report has been drafted and sent to Bedford Borough Council. ▪ P17/53 – Appointment of a contractor to undertake tree works at Lorraine Road cemetery. Albion Tree surgeons have completed the works. Neil Gates has been appointed to undertake further clearance works. Clerk is awaiting a start date. ▪ 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. ▪ P17/90 – Request to review the height and materials used in the construction of fencing within the new play area on the Berryfields Estate. Resolved 12th April 2017 (P17/90) no action can be taken until the management entity is known. Clerk to keep on file.			
P17/98	To receive and verify the Income & Expenditure report for all Planning & Environment cost centres for 2016-17, to date.	It was noted the Clerk was unable to input income & expenditure figures for 2017-18, until the previous year end accounts had been closed.	N/A.	Governance and Accountability for Smaller Authorities in England 2016.
P17/99	a) Planning Applications – for resolution. None. b) Planning Approvals (by Bedford Borough Council) – for information only.	No further comments received.	Clerk to keep on file.	Town & Country Planning Act 1990 & subsequent.

	17/00736/TCA – 17 Jenkyn Road – works to hedge. 5 silver birch – crown reduction of 20% and 6 apple – crown clean. Works not previously advised to this council. 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. None.			
P17/100	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.
P17/101	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.
P17/102	To consider a response to Bedford Borough Council in relation to its proposal to introduce a 30MPH speed limit on an additional length of Cranfield Road and to resolve a suitable course of action.	Resolved to accept the proposal and request Bedford Borough Council implement some enforcement (possibly a mobile speed camera) as soon as practicable after implementation, to ensure the limit is adhered to. Proposed: Cllr Noakes. Seconded: Cllr Doggrell. Resolved by all present.	Clerk to take forward.	Stakeholder Consultation.
P17/103	To receive a report from Cllr Quirk with regard to the War Memorial on Church Road and to resolve a suitable course of action.	In the absence of Cllr Quirk it was resolved to carry this agenda item forward to the next meeting of this committee. Proposed: Cllr Noakes. Seconded: Cllr Doggrell.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

		Resolved by all present.		
P17/104	To consider a request from J Dennis Garden & Property Management that their recently renewed contract (1st April 2017 – 31st March 2020) be extended at the same price per annum for a period of two further years (31st March 2022) and to resolve a suitable course of action.	Resolved to permit the request without amendment. Proposed: Cllr Regmi. Seconded: Cllr Doggrell. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

Meeting closed at 7.10pm.