



WOOTTON PARISH COUNCIL



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

A meeting due on Wednesday 26th July was inquorate and could not be held.

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 and Noakes. In attendance: Cllrs Martin and Wheeler. Cllr Wheeler is also the Borough Councillor for Wootton. In attendance: Sue Playford (Clerk to the Council).			
Absent (no apologies received)	None.			
Agenda no	Agenda item title	Resolution	Action	Power
P17/172	Apologies for absence. Cllr Regmi.	Noted for the minutes.	N/A.	Local Government Act 1972, s85 (1) & Sch 12, Part VI, p40.
P17/173	Disclosure of local and/or disclosable pecuniary interests. None.	None.	N/A.	Localism Act 2011, Ch 7, s31.
P17/174	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.
P17/175	To appoint Cllr Martin as a member of the Planning & Environment Committee.	Resolved to appoint Cllr Martin as a member of this committee.	Clerk to take forward.	Standing Orders.

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Chairman.....

Date 30th August 2017

		Proposed: Cllr Lloyd. Seconded: Cllr Quirk. Resolved by all present.		
P17/176	Report from outside organisations – for information only. None.	N/A.	N/A.	N/A.
P17/177	List of correspondence received (copies of correspondence can be requested from the Clerk). Bedford Borough Council – Temporary Prohibition of Through Traffic, prohibiting any person proceeding on foot along the length of Wootton Footpath No 1 which extends from Ordnance Survey Grid Reference TL0061 4441 to TL0095 4362 until July 2018. This closure is required to enable construction of a new housing development to take place.	No further comments received.	Clerk to keep on file.	N/A.
P17/178	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 July 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).
P17/179	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 + P17/118 + P17/157 – Visual Tree Inspection. Resolved 26th October 2016 (P16/269) to undertake all priority 1 works. Cabling works are due to be completed on 3rd August 2017. The fallen ash tree at St. Mary's churchyard has now been cleared and further works to damaged headstones, wall et al are to be taken forward. Clerk to re-open insurance claim so works to make safe and clear the area can be undertaken and claimed back from the tree owner. Quotation awaited for stage one works. - 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	*Cllr Quirk commented the ditch had now been infilled by Bovis Homes – move item to close. **Cllrs Lloyd and Wheeler confirmed Bedford Borough Council were taking legal action against the homeowner - any challenge would be taken by the Borough Council to court.	N/A.	N/A.

	Parish Council (WPC). To date the Clerk has been unable to provide sufficient information to the Land Registry – adverse possession may be considered. ▪ P16/268 + P17/50 – New bench opposite the Cock Inn PH, Bedford Road. Plaque has now been placed on the bench. Move to close. ▪ 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 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*. ▪ 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.			
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	▪ P17/146 – Horse Chestnut tree – Lorraine Road cemetery. Resolved 31st May 2017 (P17/146) to remove the tree and plant a replacement away from fencing and houses. Clerk has met with the retired tree warden who will recommend a suitable replacement and new position. Tree is due to be removed on 3rd August 2017. ▪ P17/170 – RoSPA report – Keeley End Pond. The report makes recommendation that the adjoining property owner consider works to the pond bank to better-support the drive way and garage. Clerk has contacted a relative of the owner. ▪ P17/171 – Fly-tipping (ditch behind 48-62 Lorraine Road). Clerk has written to the tenant farmer requesting clearance works in the area.			
P17/180	To receive and verify the Income & Expenditure report for all Planning & Environment cost centres for 2017-18, to date.	No further comments received. Proposed: Cllr Noakes. Seconded: Cllr Doggrell. Resolved by all present.	Clerk to keep on file.	Governance and Accountability for Smaller Authorities in England 2017.
P17/181	a) Planning Applications – for resolution. 17/01196/LBC – Stewartby Brickworks – Broadmead Road, Stewartby – demolition of four former brickwork chimneys and associated kilns.	Although not within the parish, the parish council had commented previously stating NO OBJECTIONS , but requesting consideration be given to keep the one chimney bearing the Stewartby logo, alongside the associated kiln. However amended/additional plans detailed the poor condition of all – and this was noted. Suggestion was made that the bricks be reclaimed and used to mark in some way, the fact chimneys and kilns were once there (perhaps a replicated smaller-sized kiln). Proposed: Cllr Doggrell. Seconded: Cllr Quirk. Resolved by all present.	Clerk to take forward/keep on file.	Town & Country Planning Act 1990 & subsequent.

	17/01767/LBC – 18 Keeley Lane – replacement windows and door, removal of black paint from internal timbers, ground floor lowered to original level and new limecrete floor finished with square quarry tiles and addition of under floor heating. Exposure of original hair/lime ceiling including minor repairs and modern ‘divider’ to be replaced with new oak beam and supports. 17/01889/FUL – 75 Lorraine Road – single storey rear extension. 17/02001/FUL – 18 Payne Road – first floor side extension. 17/02124/FUL – Field House, Cranfield Road – single storey front porch extension, car port structure to side and alterations to external materials. 17/02155/FUL – 1 Orchard Gardens – installation of front and rear roof lights. b) Planning Approvals (by Bedford Borough Council) – for information only. 17/01479/FUL – 9 Canons Close – proposed single storey front extension and rear roof dormer extension. This council previously recorded NO OBJECTIONS.	Resolved NO OBJECTIONS. Proposed: Cllr Doggrell. Seconded: Cllr Noakes. Resolved by all present. Resolved NO OBJECTIONS. Proposed: Cllr Doggrell. Seconded: Cllr Noakes. Resolved by all present. Resolved NO OBJECTIONS. Proposed: Cllr Doggrell. Seconded: Cllr Noakes. Resolved by all present. Resolved NO OBJECTIONS. Proposed: Cllr Doggrell. Seconded: Cllr Noakes. Resolved by all present. Resolved NO OBJECTIONS. Proposed: Cllr Doggrell. Seconded: Cllr Noakes. Resolved by all present. No further comments received.		
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	17/01529/FUL – 92 Cause End Road – single storey rear extension. This council previously recorded NO OBJECTIONS. 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.			
P17/182	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.
P17/183	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.
P17/184	To receive a report from Andy Muskett Ltd Street Lighting Contractor relating to a recent visual inspection of all Wootton Parish Council owned street lighting columns and to resolve a suitable course of action.	Cllr Quirk detailed the background behind the need for this visual inspection – namely he no longer felt qualified to undertake an electrical risk assessment on those street lighting columns owned by the parish council. Resolved the works detailed within the report be carried out at the earliest opportunity. Proposed: Cllr Noakes. Seconded: Cllr Lloyd. Resolved by all present. The Clerk was asked to include an agenda item for the next meeting to discuss other parish council owned street	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

		lighting columns (Keeley Lane and Potters Cross).		
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Meeting closed at 7.25pm.