



WOOTTON PARISH COUNCIL



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Minutes of the Meeting of the **Planning & Environment Committee** meeting held on Wednesday 25th October 2017 at 7.10pm 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), Hensher, Lloyd, Martin and Noakes. In attendance: Cllr 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
P17/237	Apologies for absence. Cllr Regmi.	Noted for the minutes.	Clerk to keep on file.	Local Government Act 1972, s85 (1) & Sch 12, Part VI, p40.
P17/238	Disclosure of local and/or disclosable pecuniary interests. None.	N/A.	N/A.	Localism Act 2011, Ch 7, s31.
P17/239	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.
P17/240	Report from outside organisations – for information only. None.	N/A.	N/A.	N/A.
P17/241	List of correspondence received (copies of correspondence can be requested from the Clerk).	N/A.	N/A.	N/A.

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	None.			
P17/242	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 11 th October 2017.	Resolved to receive and adopt. Proposed: Cllr Lloyd. Seconded: Cllr Noakes. Resolved by all present.	Clerk to keep on file.	Local Government Act 1972, Sch 12, Part VI, p41 (1).
P17/243	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. ▪ P16/175 – 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). To date the Clerk has been unable to provide sufficient information to the Land Registry – adverse possession may be considered. ▪ 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 legal action and a possible court case. ▪ 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. ▪ P17/146 – Horse Chestnut tree – Lorraine Road cemetery. Resolved 31st May 2017 (P17/146) to remove the tree and	No further comments received.	Clerk to keep on file.	N/A.

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	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 was 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 and is awaiting a further response. ▪ P17/171 – Fly-tipping (ditch behind 48-62 Lorraine Road). Clerk has written to the tenant farmer requesting clearance works in the area. ▪ P17/197 + P17/209 – Street lighting at Hall End. Andy Muskett Ltd (Street Lighting Contractors) has completed works at Hall End and Potters Cross and has works still outstanding at Keeley Lane. ▪ P17/210 – Parking issues at Hall End (upper school). Bedford Borough Council will monitor the situation (mobile camera van). One car has been issued with a penalty ticket for illegal parking. Move to close. ▪ P17/222 – Damaged/listing brick wall at St. Mary's churchyard. Resolved 27th September 2017 (P17/222) to appoint a structural engineer to inspect the wall and advise on what remedial works are necessary. Clerk is sourcing quotations. ▪ P17/235 – Monoux Family Tomb. The clerk will provide the family with points of contact to will be able to assist with all necessary remedial works.			
P17/244	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 Hensher. Resolved by all present.	Clerk to take forward.	Governance and Accountability for Smaller Authorities in England 2017.
P17/245	a) Planning Applications – for resolution.	Resolved TO OBJECT using the following material considerations (although a Hall	Clerk to take forward.	Town & Country Planning Act 1990 & subsequent.

	17/02714/FUL – Top Farm Pastures, Hall End Road – conversion of agricultural barn to dwelling house, including new access track onto Hall End Road.	End resident, Cllr Quirk stated he had neither a greater/lesser interest in the proposal than other residents): • The development was considered outside the village envelope, given its location between Hall End and the main village of Wootton. The understanding was the “ends” of the village should be protected from development; • It would create a loss of agricultural facilities (land and barn); • The proposed access (currently a bridleway) was situated on the apex of a bend near the upper school, the visual splay was poor and it would exacerbate (already significant) parking issues in the area; • Land dedicated (as part of Bedford Borough Council’s Allocations & Designations Plan 2013 – purpose as yet unknown) adjacent to the “Little Wootton” development and opposite the proposed access point would further exacerbate parking issues. Whilst not a material consideration it was also noted the barn was in a poor state and it was questioned whether the proposal would be a conversion or demolition and re-build. Proposed: Cllr Noakes. Seconded: Cllr Hensher. Resolved by all present.		
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	17/02848/FUL – 49 Ashpole Avenue – erection of ground and first floor rear extensions. 17/02773/FUL – 21 Haycroft – replacement of 1.8m featherboard fencing with two gates. 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. None.	Resolved TO OBJECT using the following material consideration: The proposal was considered an overdevelopment of the site. Proposed: Cllr Noakes. Seconded: Cllr Martin. Resolved by all present. Resolved NO OBJECTIONS. Proposed: Cllr Quirk. Seconded: Cllr Martin. Resolved by all present.		
P17/246	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.
P17/247	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.

P17/248	To receive a report from the clerk regarding proposed tree works at St. Mary's churchyard extension (Church Road) and to resolve a suitable course of action.	Resolved to accept FA Bartlett Tree Experts findings and approve all remedial works. Proposed: Cllr Noakes. Seconded: Cllr Lloyd. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
P17/249	To consider preparations for the 2018/19 budget (to include proposed projects), ahead of the precept demand to Bedford Borough Council (January 2018) and to make recommendation to Full Council as necessary.	Resolved the following capital project proposals be taken to Full Council for consideration and formal approval as part of the precept demand (January 2018): • Earmark a further £5k for the Lorraine Road cemetery extension project; • Earmark a further £5k for the St. Mary's wall and railings project. It was noted the toilet block/changing rooms at the recreation ground were not fit for purpose and required extensive remedial works. Proposals however, could only be taken forward once the community centre's purpose (Berryfields) was known. The clerk would work on revenue budget headings once her study deadline for 2017 had passed. Proposed: Cllr Hensher. Seconded: Cllr Lloyd. Resolved by all present.	Clerk to take forward.	Local Government Finance Act 1992, Part 1, Ch IV, s41 (1).

Meeting closed at 7.35pm.