



WOOTTON PARISH COUNCIL



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Minutes of the Meeting of the **Planning & Environment Committee** meeting held on Wednesday 8th November 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 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
P17/250	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.
P17/251	Disclosure of local and/or disclosable pecuniary interests. None.	N/A.	N/A.	Localism Act 2011, Ch 7, s31.
P17/252	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.
P17/253	Report from outside organisations – for information only. Bedford Borough Council – proposed temporary road closure – Ampthill Road, Kempston (B530). To enable railway bridge examinations. The road closure is anticipated to be in	No further comments received.	Clerk to keep on file.	N/A.

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	operation between 2200hrs and 0600hrs on 3 nights from Tuesday 21 st November 2017 to the morning of Friday 24 th November 2017 – specific dates will be advertised locally closer to the time. Where possible access will be maintained to property and premises but may be restricted from time to time according to local signing.			
P17/254	List of correspondence received (copies of correspondence can be requested from the Clerk). None.	N/A.	N/A.	N/A.
P17/255	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 25 th October 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).
P17/256	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	*Cllr Quirk queried the length of time since an original report was made to Bedford Borough Council regarding the fencing placement at 50 Cause End Road (encroaching onto the public highway). He suggested and it was agreed a formal request be sent by the Clerk to Bedford Borough Council's legal department to establish whether further actions were being taken.	Clerk to take forward.	N/A.

	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 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. ▪ P17/222 – 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 has provided the family with points of contact to assist with all necessary remedial works. ▪ P17/248 – Tree works in St. Mary's churchyard extension. The clerk has informed the nearby resident permission has been			
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	granted for the works and is awaiting a response before contacting FA Bartlett Tree Experts to obtain a start date.			
P17/257	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 Martin. Resolved by all present.	Clerk to take forward.	Governance and Accountability for Smaller Authorities in England 2017.
P17/258	a) Planning Applications – for resolution. 17/02744/FUL – Meadow View, 43 Cranfield Road – first floor extension to existing single storey wing, including 7 dormers. 17/02933/FUL – 7 Church Road – erection of a single storey rear extension. b) Planning Approvals (by Bedford Borough Council) – for information only. 17/02458/LBC – 7 Church Road – single storey rear extension, re-pointing to front, replacement window to study, replacement doors and velux roof light to family room. This council previously recorded NO OBJECTIONS. 17/02728/AOC – 18 Keeley Lane – (16/00735/LBC – Condition 2). Re-rendering (internal and external works and repair to listed building, including re-rendering, repair timber frames, wall panels and window frames. Rebuild chimney stack and reinstate inglenook fireplace. This council previously recorded NO OBJECTIONS. 17/02735/NMA – Land East of Cranfield Road – (15/02060/MAF). Amendment to elevational treatment to house types P302, P506 and SW5006 (erection of 600	Resolved NO OBJECTIONS. Proposed: Cllr Hensher. Seconded: Cllr Noakes. Resolved by all present. Resolved NO OBJECTIONS. Proposed: Cllr Hensher. Seconded: Cllr Noakes. Resolved by all present. No further comments received.	Clerk to keep on file.	Town & Country Planning Act 1990 & subsequent.

	dwellings, including vehicular access, pedestrian and cycle links, public open space, car parking, landscaping, drainage and associated infrastructure works. This council previously recorded AN OBJECTION. c) Planning Applications withdrawn (notified by Bedford Borough Council) – for information only. None. d) Planning Refusals (by Bedford Borough Council) – for information only. 17/02187/FUL – 23 Studley Road – loft conversion with dormer to front. This council previously recorded NO OBJECTIONS. e) Planning (other – including Bedford Borough Council and the Secretary of State) – for information only. None.	No further comments received.		
P17/259	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.
P17/260	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.
P17/261	To receive a report from the clerk on the current tree inspection process and to resolve a suitable course of action.	Resolved to continue using FA Bartlett Tree Experts Ltd and continue also with annual visual tree inspections (to be undertaken in September and reported to council by October, annually). Proposed: Cllr Noakes. Seconded: Cllr Hensher. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

Meeting closed at 7.25pm.

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