



WOOTTON PARISH COUNCIL



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Minutes of the Meeting of the **Planning & Environment Committee** meeting held on Wednesday 13th December 2017 at 7.05pm in The Memorial Hall,
Bedford Road, Wootton.

Open Forum	There were two members of the public present who wished to observe proceedings. There were no other 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 and Martin. In Attendance: Sue Playford (Clerk).			
Absent (no apologies received)	None.			
Agenda no	Agenda item title	Resolution	Action	Power
P17/277	Apologies for absence. Cllr Lloyd and Noakes. Borough Councillor Wheeler was unable to attend.	Noted for the minutes.	Clerk to keep on file.	Local Government Act 1972, s85 (1) & Sch 12, Part VI, p40.
P17/278	Disclosure of local and/or disclosable pecuniary interests. None.	N/A.	N/A.	Localism Act 2011, Ch 7, s31.
P17/279	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.
P17/280	Report from outside organisations – for information only. None.	N/A.	N/A.	N/A.

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P17/281	List of correspondence received (copies of correspondence can be requested from the Clerk). None.	Cllr Regmi's resignation from the committee was noted.	N/A.	N/A.
P17/282	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 November 2017.	Resolved to receive and adopt. Proposed: Cllr Hensher. Seconded: Cllr Martin. Resolved by all present.	Clerk to keep on file.	Local Government Act 1972, Sch 12, Part VI, p41 (1).
P17/283	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. ▪ 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 +P17/273 – 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 and the Clerk is meeting with FA Bartlett Tree Experts to discuss its replacement (likely to be an oak tree plus three yew trees). ▪ 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		Clerk to take forward.	N/A.

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	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 is awaiting a start date from FA Bartlett Tree Experts. ▪ P17/276 – 50 Cause End Road. Cllrs Lloyd, Quirk and Wheeler plus the Clerk met with members from Bedford Borough Council's Highways department and the homeowner 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. The Clerk has been asked to contact Bedford Borough Council to clarify what action (civil and legal) is being taken*. ▪ P17/274 – Upkeep of gravestones at Lorraine Road cemetery. Resolved 29th November 2017 (P17/274) to revisit this agenda item in Spring 2018 and consider at least works to remove weeds.			
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*Cllr Quirk requested this item be added to the next agenda for a further update.
No further comments received.

	▪ P17/275 – Footpath works within St. Mary’s churchyard (Church Road to the North entrance). Resolved 29th November 2017 (P17/275) to revisit this agenda item when further information was received – a faculty may be required to undertake resurfacing works.			
P17/284	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 Hensher. Seconded: Cllr Martin. Resolved by all present.	Clerk to take forward.	Governance and Accountability for Smaller Authorities in England 2017.
P17/285	a) Planning Applications – for resolution. None. b) Planning Approvals (by Bedford Borough Council) – for information only. 17/02933/FUL – 7 Church Road – erection of a single storey rear extension. This council previously raised NO OBJECTION. 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.	No further comments received.	Clerk to keep on file.	Town & Country Planning Act 1990 & subsequent.
P17/286	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.
P17/287	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.

P17/288	To revisit street names previously provided to Bedford Borough Council, consider further street names as part of ongoing development within Berryfields and to resolve a suitable course of action.	Resolved to put the following names forward to Bedford Borough Council for consideration: • Bellmouth; • Brick; • Farm; • Foundry; • Honeypot; • Kiln; • Queenby. Further resolved that members send additional names to the Clerk. Proposed: Cllr Martin. Seconded: Cllr Hensher. Resolved by all present.	All to take forward.	Stakeholder consultation.
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Meeting closed at 7.20pm.