



WOOTTON PARISH COUNCIL



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Minutes of the Meeting of the **Planning & Environment Committee** meeting held on Wednesday 10th January 2018 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. Borough Councillor Wheeler was in attendance. In Attendance: Sue Playford (Clerk).			
Absent (no apologies received)	None.			
Agenda no	Agenda item title	Resolution	Action	Power
P18/001	Apologies for absence. None.	N/A.	N/A.	Local Government Act 1972, s85 (1) & Sch 12, Part VI, p40.
P18/002	Disclosure of local and/or disclosable pecuniary interests. None.	N/A.	N/A.	Localism Act 2011, Ch 7, s31.
P18/003	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.
P18/004	Report from outside organisations – for information only. None.	N/A.	N/A.	N/A.

Planning & Environment Committee Minutes 10th January 2018

Chairman.....

Date 31st January 2018

P18/005	List of correspondence received (copies of correspondence can be requested from the Clerk).	None.	N/A.	N/A.
P18/006	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 13 th December 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).
P18/007	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	No further comments received.	Clerk to take forward.	N/A.

	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 been informed tree works will be carried out on 5th January 2018 and has informed the adjoining residents. ▪ P17/276 + P18/012 – 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. Refer to agenda item P18/012. ▪ P17/274 – Upkeep of gravestones at Lorraine Road cemetery. Resolved 29th November 2017 (P17/274) to revisit this agenda			
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	item in Spring 2018 and consider at least works to remove weeds. ▪ 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.			
P18/008	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 Lloyd. Seconded: Cllr Hensher. Resolved by all present.	Clerk to take forward.	Governance and Accountability for Smaller Authorities in England 2017.
P18/009	a) Planning Applications – for resolution. 17/03560/FUL – 54 Tithe Barn Road – erection of two storey side and single storey rear extensions. b) Planning Approvals (by Bedford Borough Council) – for information only. 15/02060/MAF - Condition 9 - Materials Layout Plan - PARTIAL DISCHARGE FOR BOVIS PARCELS ONLY - (Erection of 600 dwellings, including vehicular access, pedestrian and cycle links, public open space, car parking, drainage and associated works.) Land South of Fields Road and East of Cranfield Road Wootton Bedfordshire. This council previously recorded AN OBJECTION. 17/03168/FUL – 38 Grovebury Court – two storey rear extension and garage conversion. This council previously recorded NO OBJECTION. 17/03158/FUL – 51 Folkes Road – first floor extension above existing bay window on front elevation, two storey rear extension and loft conversion.	Resolved NO OBJECTION. Proposed: Cllr Noakes. Seconded: Cllr Hensher. Resolved by all present. No further comments received.	Clerk to keep on file.	Town & Country Planning Act 1990 & subsequent.

	c) Planning Applications withdrawn (notified by Bedford Borough Council) – for information only. None. d) Planning Refusals (by Bedford Borough Council) – for information only. 17/03052/FUL – Vine Cottage, Wood End – siting of replacement caravan for ancillary use within the residential curtilage of Vine Cottage. This council previously recorded NO OBJECTION. e) Planning (other – including Bedford Borough Council and the Secretary of State) – for information only. 17/02714/FUL – Top Farm Pastures, Hall End Road – conversion of agricultural barn to dwelling house, including new access track onto Hall End Road. Bedford Borough Council states this application will be included in the agenda for its Planning Committee to consider on 8th January 2018 – officer recommendation is to GRANT PERMISSION (CIL LIABLE). To read the agenda and committee report online to go: www.bedford.gov.uk/searchplans and click on ‘planning committee’.	No further comments received.		
P18/010	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.
P18/011	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.
P18/012	To receive a report from Cllr Quirk and BBCllr/Cllr Wheeler (if present) regarding the ongoing highways land issue outside 50 Cause End Road and to resolve a suitable course of action.	It was noted the footpath outside the property had been closed to permit further building works – pedestrians were being diverted into the road. BBCllr/Cllr Wheeler confirmed he and the Clerk were meeting at Borough Hall on 12 th January 2018 to discuss separate matters and it was hoped this issue could	Clerk and BBCllr/Cllr Wheeler to take forward.	Localism Act 2011, Ch 1, s1-8.

		be addressed also. After further discussion it was resolved to carry this agenda item over to the next meeting of this committee, in the hope further information would then be available. Proposed: Cllr Noakes. Seconded: Cllr Quirk. Resolved by all present.		
P18/013	To consider quotations from FA Bartlett Tree Experts to undertake: • A full tree survey for all trees under the responsibility of Wootton Parish Council; • Works to trees within Lorraine Road cemetery; • Works to trees within St. Mary's churchyard.	Resolved to accept all quotations without further comment. Proposed: Cllr Noakes. Seconded: Cllr Lloyd. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

Meeting closed at 7.25pm.