



WOOTTON PARISH COUNCIL



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Minutes of the Meeting of the **Planning & Environment Committee** meeting held on Wednesday 14th March 2018 at 7.10pm in The Memorial Hall, Bedford Road, Wootton.

Open Forum	One member of the public was present who wished to observe the meeting. 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, Lloyd, Martin and Noakes. In Attendance: Sue Playford (Clerk).			
Absent (no apologies received)	None.			
Agenda no	Agenda item title	Resolution	Action	Power
P18/050	Apologies for absence. None.	N/A.	N/A.	Local Government Act 1972, s85 (1) & Sch 12, Part VI, p40.
P18/051	Disclosure of local and/or disclosable pecuniary interests.	No disclosures made.	N/A.	Localism Act 2011, Ch 7, s31.
P18/052	To consider any dispensation requests received by the Clerk in relation to local and/or disclosable pecuniary interests, not previously recorded.	No requests received.	N/A.	Localism Act 2011, Ch 7, s33.
P18/053	Report from outside organisations – for information only.	None.	N/A.	N/A.
P18/054	List of correspondence received (copies of correspondence can be requested from the Clerk).	None.	N/A.	N/A.
P18/055	Minutes of the previous meeting.	Resolved to receive and adopt. Proposed: Cllr Noakes. Seconded: Cllr Hensher.	Clerk to keep on file.	Local Government Act 1972, Sch 12, Part VI, p41 (1).

	Members of the Planning & Environment Committee were asked to receive and adopt the minutes of the Planning & Environment Committee meeting held on the 28 th February 2018.	Resolved by all present.		
P18/056	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/Clr 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. ** ▪ P17/170 – 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. ▪ P17/197 + 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. *** ▪ P18/25 – Damaged/missing 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. Following that report, resolved 31st January 2018 to immediately extend the existing temporary picket fence and place signage in the area, warning	*Clr Lloyd raised concerns over the length of time Bedford Borough Council were taking to complete marking. The Clerk confirmed she had been advised all areas (agreed in 2015) would be completed by the end of the financial year (2017/18). The Clerk was asked to again request formal confirmation from Bedford Borough Council – with the proviso if nothing was heard before the next meeting of this committee to include a formal agenda item to discuss the matter further. **Clr Lloyd queried this item also, but no further comments were made. ***Clr Lloyd requested an update and was informed there was a delay in completing the works at Keeley Lane (replacement of bulbs with LED equivalents) as an order for brackets for the Iffley-style columns had been delayed. Given the road was illuminated, the delay was noted, but no further action deemed necessary.	Clerk to take forward and keep on file.	N/A.

	of the wall's unstable nature, pending remedial works. The Clerk has sent an initial letter to Historic England to begin an informal consultation. ▪ P17/235 – Monoux Family Tomb. The clerk has provided the family with points of contact to assist with all necessary remedial works. ▪ P18/027 – 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 has now taken enforcement action and all offending fence panels have been removed. Noted the homeowner is currently using the entire frontage to drive vehicles onto their property despite being informed by Bedford Borough Council there is only one access point. Issues surrounding the ditch adjoining the property onto Popes Way remain ongoing. ▪ 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. ▪ 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. ▪ P18/013 – Tree works/inspection FA Bartlett Tree Experts. Resolved 10th January 2018 (P18/013) to request various tree works and a full tree inspection of all parish council-owned trees. Works at Lorraine Road cemetery (stump grinding and the planting of one oak tree) have been completed. (P17/273 – Please note the Clerk is still investigating the planting of further oak trees plus possible yew trees with FA Bartlett Tree Experts).			
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P18/057	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 Lloyd. Resolved by all present.	Clerk to keep on file.	Governance and Accountability for Smaller Authorities in England 2017.
P18/058	a) Planning Applications – for resolution. 18/00418/FUL – 86 Mephram Road – two storey front extension and single storey rear extension. b) Planning Approvals (by Bedford Borough Council) – for information only. 15/01862/CPNQ – Land West of Whitworth Farm, Bourne End Road – Condition 2 - Car & cycle parking (Prior notification for change of use from an Agricultural building(s) to a dwellinghouse(s) (Use Class C3) including associated building operations reasonably necessary to convert the building. This is not a planning application because it relates to development that is permitted by Government Regulation. It will not therefore be reported to the Planning Committee but considered by officers under delegated powers. Comments received will be considered but if notification of a decision is not made to the Applicant within 56 days of the date of registration of the proposal, it can proceed). This council was not previously consulted on this application. 15/02060/MAF – Condition 11 – Land South of Fields Road and East of Cranfield Road - parking (erection of 600 dwellings, including vehicular access, pedestrian and cycle links, public open space, car parking, drainage and associated works). This council previously raised AN OBJECTION. 17/03560/FUL – 54 Tithe Barn Road – erection of two storey side and single storey rear extensions. This council previously raised NO OBJECTION.	Resolved NO OBJECTION. Proposed: Cllr Lloyd. Seconded: Cllr Noakes. Resolved by all present. No further comments received.	Clerk to keep on file.	Town & Country Planning Act 1990 & subsequent.

	18/00071/LDP – 82 Keeley Lane – certificate to confirm that details submitted do not require planning permission. (Side dormer, rear pitched roof over existing flat roof and replacement canopy to front door). This council was not previously consulted on this application. 18/00210/AGR – Mortal Man Farm, Bourne End Road – extension to existing agricultural building. This council was not previously consulted on this application. 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.			
P18/059	To request above applications be considered by the Full Planning Committee of Bedford Borough Council.	No action required.	N/A.	Town & Country Planning Act 1990 & subsequent.
P18/060	To consider representation of the Council at the Full Planning Committee meeting of Bedford Borough Council discussing the above applications.	No action required.	N/A.	Town & Country Planning Act 1990 & subsequent.

Meeting closed at 7.20pm.