



WOOTTON PARISH COUNCIL



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Minutes of the Meeting of the **Planning & Environment Committee** meeting held on Wednesday 28th March 2018 at 7.40pm in The Memorial Hall, Bedford Road, Wootton.

Open Forum	Borough Councillor John Wheeler wished to detail several ongoing issues under Open Forum. It was noted Bedford Borough Council Highways Department would be undertaking works to pump and dredge a pond and ditch, to alleviate ongoing flooding issues. The development contractors would then be required to undertake additional works. Works to the new nursery (as part of the Marston Vale Innovation Park) were delayed due to issues over access. Goodmans were applying for permission to build a new (permanent) slip road to gain access. It was noted plans would come to this committee for consultation/discussion when available. Plans had been approved to remodel the footpath on Fields Road north – including a cycle path. Those plans too would come to this committee when available. Works were expected to be completed by September 2018. There were no other members of the public or press present and so the meeting continued without further adjournment.			Public Bodies (Admissions to Meetings) Act 1960, s1(1).
Present	CLRs Quirk (in the Chair), Hensher, Lloyd, Martin and Noakes. CLRs Bygraves and Wheeler were in attendance. CLR 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
P18/061	Apologies for absence.	None.	N/A.	Local Government Act 1972, s85 (1) & Sch 12, Part VI, p40.
P18/062	Disclosure of local and/or disclosable pecuniary interests.	No disclosures made.	N/A.	Localism Act 2011, Ch 7, s31.

P18/063	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.
P18/064	Report from outside organisations – for information only. Bedford Borough Council – Riseley Neighbourhood Area. Bedford Borough Council has designated Riseley Neighbourhood Area which is the whole civil parish. Further information and a copy of the Council's decision statement, including a map of the Neighbourhood Area can be viewed on the Council's website at: www.bedford.gov.uk/neighbourhoodplanning and at the Customer Service Centre, Horne Lane, Bedford. As a result of the designation, Riseley Parish Council will be able to proceed to prepare a Neighbourhood Development Plan/Order.	No further comments received.	Clerk to keep on file.	N/A.
P18/065	List of correspondence received (copies of correspondence can be requested from the Clerk).	None.	N/A.	N/A.
P18/066	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 14 th March 2018.	Resolved to receive and adopt. Proposed: Cllr Noakes. Seconded: Cllr Hensher. Resolved by all present.	Clerk to keep on file.	Local Government Act 1972, Sch 12, Part VI, p41 (1).
P18/067	Matters arising from the minutes – for information only. • P15/10 + P18/074 – Parking problems/yellow lines proposals. Works were due for completion in September 2015 – the Clerk has been informed works are due to be completed before this financial year end. Refer to agenda item P18/074. ▪ P16/175 – Popes Way. 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.	No further comments received.	Clerk to keep on file.	N/A.

	▪ 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. Works outstanding at Keeley Lane have been delayed – the contractor is awaiting delivery of brackets needed for the replacement of bulbs with LED equivalents. ▪ P18/25 – 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. Following that report, resolved 31st January 2018 to immediately extend the existing temporary picket fence and place signage in the area, warning 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. Move to close. ▪ 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, although there is still concern not all highways land has been handed back. Noted the homeowner is currently using the entire frontage to drive vehicles onto their property despite being informed by Bedford Borough Council there is			
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	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 + P18/073 – Footpath works within St. Mary's churchyard (Church Road to the North entrance). Refer to agenda item P18/073. ▪ P18/013 + FC18/072 – 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). Refer to agenda item P18/072.			
P18/068	To receive and verify the Income & Expenditure report for all Planning & Environment cost centres for 2017-18, to date.	It was noted a recent tree inspection report invoice was outstanding, totalling £900. No further comments received. Proposed: Cllr Hensher. Seconded: Cllr Noakes. Resolved by all present.	Clerk to keep on file.	Governance and Accountability for Smaller Authorities in England 2017.
P18/069	a) Planning Applications – for resolution. 18/00664/TPO – Ashglade House, 155A Bedford Road – T1 Ash. Dismantle to ground level. 18/00640/FUL – 103 Bedford Road – demolition of existing garage and erection of one and two storey side/rear extension.	Resolved NO OBJECTION. Proposed: Cllr Lloyd. Seconded: Cllr Hensher. Resolved by majority vote. Resolved NO OBJECTION. Proposed: Cllr Lloyd. Seconded: Cllr Noakes. Resolved by all present.	Clerk to keep on file.	Town & Country Planning Act 1990 & subsequent.

	18/00682/FUL – 19 Canons Close – demolition of existing conservatory and erection of a single storey rear extension. 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 NO OBJECTION. Proposed: Cllr Noakes. Seconded: Cllr Lloyd. Resolved by all present.		
P18/070	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.
P18/071	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.
P18/072	To receive, approve and adopt a recent Arboricultural (Tree) Survey, completed by FA Bartlett Tree Experts Ltd and to resolve a suitable course of action.	After discussion it was resolved to: • Write to the owners of two privately owned trees (identified in need of works) informing them of the reports' findings (providing copies of the same); • Note resident's comments regarding two sets of conifers within Lorraine Road cemetery, but to follow the course of action detailed within the report only;	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

		• Approve all priority one works and request they be undertaken at the earliest opportunity. Proposed: Cllr Lloyd. Seconded: Cllr Noakes. Resolved by all present.		
P18/073	To revisit proposed remedial works to a footpath within St. Mary's churchyard, leading from Church Road to the north entrance and to resolve a suitable course of action.	Resolved to take the works forward without further comment. Proposed: Cllr Noakes. Seconded: Cllr Hensher. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
P18/074	To consider a response to Bedford Borough Council regarding parking restrictions agreed in 2015 but not yet implemented/completed and to resolve a suitable course of action.	Resolved to formally request the Borough Councillor investigate why the works remain outstanding and why a formal response had not been received. Proposed: Cllr Lloyd. Seconded: Cllr Noakes. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

Meeting closed at 8.15pm.