



WOOTTON PARISH COUNCIL



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Minutes of the Meeting of the **Planning & Environment Committee** meeting held on Wednesday 11th April 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. Cllr Wheeler was in attendance. 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
P18/075	Apologies for absence.	None.	N/A.	Local Government Act 1972, s85 (1) & Sch 12, Part VI, p40.
P18/076	Disclosure of local and/or disclosable pecuniary interests.	No disclosures made.	N/A.	Localism Act 2011, Ch 7, s31.
P18/077	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.
P18/078	Report from outside organisations – for information only.	None.	Clerk to keep on file.	N/A.
P18/079	List of correspondence received (copies of correspondence can be requested from the Clerk). Bedford Borough Council. Stopping up of Highway, Fields Road, Wootton.	No further comments received.	Clerk to keep on file.	N/A.

P18/080	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 28 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).
P18/081	Matters arising from the minutes – for information only. • 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. Resolved 28th March 2018 (P18/074) to ask BBCllr Wheeler to make a formal request to investigate why these works remain outstanding. ▪ 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. ▪ 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. ▪ P17/209 – 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,	No further comments received.	Clerk to keep on file.	N/A.

	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, but has yet to receive a response. ▪ 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 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. Members of this committee are due to meet on site on Saturday 7th April 2018. ▪ P18/073 – Footpath works within St. Mary's churchyard (Church Road to the North entrance). Resolved 28th March 2018 (P18/073) to accept the revised quotation from Redlynch Leisure, now it has been established a faculty is not required. Works are expected to be completed within 1-2 days and a provisional date of the week beginning 23rd April has been given. ▪ 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			
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	– Please note the Clerk is still investigating the planting of further oak trees plus possible yew trees with FA Bartlett Tree Experts). Resolved 28 th March 2018 (P18/072) to accept the inspection report and carry out all priority one works as soon as possible.			
P18/082	To receive and verify the Income & Expenditure report for all Planning & Environment cost centres for 2018-19, to date.	An Income & Expenditure report for 2018-19 would be provided once the previous year-end accounts were closed down.	N/A.	Governance and Accountability for Smaller Authorities in England 2017.
P18/083	a) Planning Applications – for resolution. 18/00426/REM – Land North of Fields Road. Approval of Reserved Matters Application – all reserved matters for the erection of four retail units with access; car parking; site and finished floor levels; boundary treatment; landscaping; drainage details; external illumination and provision of community recycling centre pursuant to outline permission 11/01502/EIA. 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.	Resolved NO OBJECTION but to pass the following observations back to Bedford Borough Council: • Lack of parking for the retail units; • Disappointment over insufficient provision for tree planting in the area. BBCLlr/CLlr Wheeler stated a new entrance to the adjacent lower school would be via a footpath between the retail units and flats, which would further exacerbate parking issues. Proposed: CLlr Noakes. Seconded: CLlr Hensher. Resolved by all present.	Clerk to take forward.	Town & Country Planning Act 1990 & subsequent.

	18/00154/FUL – 76 Bedford Road. Bedford Borough Council's Planning Officer has resolved to refuse permission. This council previously recorded AN OBJECTION. e) Planning (other – including Bedford Borough Council and the Secretary of State) – for information only. None.	No further comments received.		
P18/084	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.
P18/085	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.