



WOOTTON PARISH COUNCIL



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Minutes of the Meeting of the **Planning & Environment Committee** meeting held on Wednesday 8th August 2018 at 7pm in The Memorial Hall, Bedford Road, Wootton.

Agenda no	Agenda item title			Power
Open Forum	There was one member 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, Lloyd, Martin and Noakes. Cllr Wheeler was also 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
P18/171	Apologies for absence. None.	N/A.	N/A.	Local Government Act 1972, s85 (1) & Sch 12, Part VI, p40.
P18/172	Disclosure of local and/or disclosable pecuniary interests.	No disclosures made.	N/A.	Localism Act 2011, Ch 7, s31.
P18/173	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.
P18/174	Report from outside organisations – for information only. Highways England – update on the A428 Black Cat roundabout to Caxton Gibbet scheme.	No further comments received.	Clerk to keep on file.	N/A.

	Bedford Borough council. Continued temporary closure of Footpath 1.			
P18/175	List of correspondence received (copies of correspondence can be requested from the Clerk).	None.	N/A.	N/A.
P18/176	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 11 th July 2018.	Resolved to receive and adopt. Proposed: Cllr Lloyd. Seconded: Cllr Martin. Resolved by all present.	Clerk to keep on file.	Local Government Act 1972, Sch 12, Part VI, p41 (1).
P18/177	Matters arising from the minutes – for information only. - P18/167 – Parking problems/yellow lines proposals. The clerk is currently investigating why some works approved by the parish council remain outstanding and met with a Borough Council Traffic Engineer (June 2018) to revisit issues. Awaiting written confirmation of the same from Bedford Borough Council. Resolved 11th June 2018 (P18/167) to ensure restrictions proposed for Hall End (opposite the Chequers Inn PH) were completed in full. - P18/128 – 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. Resolved 30th May 2018 (P18/128) the Clerk continue to try and register, using adverse possession if necessary. - 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. - P18/111 – 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 of the wall's unstable nature, pending remedial works. A response from Historic England has	No further comments received.	Clerk to keep on file.	N/A.

	now been received which recommended rebuilding the wall using reclaimed bricks on a like-for-like basis. Resolved 9th May 2018 (P18/111) to request Historic England consider different works. ▪ P18/027 + P18/185 – 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. Despite both the Borough Councillor and parish council being informed by Bedford Borough Council that enforcement action was being taken – this does not appear to be the case. BBCllr Wheeler has now escalated this issue as a formal complaint within Bedford Borough Council and the understanding is enforcement action will be taken forward. Refer to agenda item P18/185. ▪ P18/129 – 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. Cllr Quirk is drafting a report to determine what works are required. Resolved 30th May 2018 (P18/129) to appoint Wrighton & Barker for one day to undertake works detailed within Cllr Quirks’ report. Clerk is awaiting a date for the works. ▪ P18/112 – Plot reservation process. Resolved 25th April 2018 (P18/098) to obtain costings to place inscribed slabs on plots which have been reserved and further resolved 9th May 2018 (P18/112) to place an order for the same, with Wrighton & Barker. Slabs are with Cllr Quirk and he and the clerk are meeting on 9th July 2018 to determine how best to place them. Cllr Quirk is now in the process of placing the slabs but needs cooler weather. ▪ P18/126 + P18/184 – Remembrance Sunday organisation and parade. Resolved 30th May 2018 (P18/126) to request assistance from a resident who has previously undertaken the role of parade marshall. Refer to agenda item P18/184.			
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	▪ P18/141 – Removal of HGV signage along Fields Road. BBCIrr/CIrr Wheeler is pushing for urgent action to remedy this. ▪ P18/155 – Request for works to trees at Bedford Road and Lorraine Road cemetery. Resolved 27th June 2018 (P18/153 + P18/155) that both sets of works be carried out. Clerk has contacted FA Bartlett Tree Experts and all works are now complete. Move to close. ▪ P18/154 – Transfer of parish council-owned street lights to Bedford Borough Council. Resolved 27th June 2018 (P18/154) to continue with the transfer and request Bedford Borough Council carry out structural examinations to all columns.			
P18/178	To receive and verify the Income & Expenditure report for all Planning & Environment cost centres for 2018-19, to date.	Not forwarded.	Clerk to keep on file.	Governance and Accountability for Smaller Authorities in England 2018.
P18/179	a) Planning Applications – for resolution. 18/01493/FUL – 51 Hall End Road. Erection of three bay garage in rear garden. (Previous applications have been made for a dwelling on this land).	Discussions centred on whether foundations had been laid in respect of an earlier planning application (granted in 2002) for a detached dwelling. Resolve TO OBJECT using the following material considerations: • The plans were incorrect as they detailed the detached dwelling as approved in 2002. The site was so overgrown it was impossible to determine whether foundations had been laid, but certainly the dwelling had not been built; • The plans did not accommodate sufficient access from the highway to the garages. It was noted the Clerk had been approached by the applicant with regard to moving the parish council's	Clerk to take forward.	Town & Country Planning Act 1990 & subsequent.

	noticeboard (currently standing on highways land in front of the plot in question). The Clerk was instructed to inform the applicant that discussions on re-siting the noticeboard (at the applicant's cost) would be considered once planning permission had been granted. Proposed: Cllr Lloyd. Seconded: Cllr Quirk. Resolved by all present.		
	<u>18/01519/FUL</u> – Meadow View, 43 Cranfield Road. First floor extension to existing single storey wing, including front, side and rear dormers (revised scheme).	Resolved NO OBJECTION. Proposed: Cllr Lloyd. Seconded: Cllr Quirk. Resolved by all present.	
	<u>18/01740/FUL</u> – 12a Halegate. Single storey rear extension.	Resolved NO OBJECTION. Proposed: Cllr Lloyd. Seconded: Cllr Quirk. Resolved by all present.	
	<u>18/01755/CPNQ</u> – Rear of Red Berry Barn, Dillock Lane. Prior notification for change of use from an Agricultural building 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. If Officers confirm that the development can	Resolved NO OBJECTION. Proposed: Cllr Lloyd. Seconded: Cllr Quirk. Resolved by all present.	

	proceed, it must be completed within a period of 3 years starting with the prior approval date. 18/01833/FUL – 43 Mephram Road. Garage conversion to form annexe. 18/01959/FUL – 36 Cause End Road. Demolition of existing conservatory and erection of a one and two storey rear extension. Enlargement of front porch and alterations to ground floor windows to front. b) Planning Approvals (by Bedford Borough Council) – for information only. 18/00993/NMA – Land North of Fields Road. 15/03081/MAF – realignment of some dwellings and removal or repositioning of some garages to ensure an existing hedgerow is unaffected. (Development of 71 residential dwellings and supporting infrastructure). This council was not consulted on this application. 18/01098/FUL – 44 Grovebury Court. Single storey rear and front extensions. This council previously recorded NO OBJECTION. 18/01353/FUL – 93 Cause End Road. Single storey infill side extension and insertion of new window and patio doors. This council previously recorded NO OBJECTION. 18/01451/TPO – The Cock Inn, 2 Bedford Road. Reduce overhang by 1m to achieve a 2m clearance. This council previously recorded NO OBJECTION. 18/01605/NMA – Land South of Fields Road. 17/00666/MAO - Non-Material Minor Amendment to correct parameters plan and to reposition units 1E.1 to 1E.6.	Resolved NO OBJECTION. Proposed: Cllr Lloyd. Seconded: Cllr Quirk. Resolved by all present. Resolved NO OBJECTION. Proposed: Cllr Lloyd. Seconded: Cllr Quirk. Resolved by all present. No further comments received.		
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	(Hybrid application comprising full planning application for means of access, Plots 1E-F and 6 (Class B1c light industrial/B2 general industrial/B8 storage and distribution) access, parking, drainage, landscaping and associated works. Outline planning application for Plots 1A-D (Class A3 food and drink/A4 public house/C1 hotel/D1 crèche) Plots 2 and 3 (Class B1A office/B1B research and development/B1C light industrial) and Plots 4 and 5 (Class B1C light industrial/B2 general industrial/B8 storage and distribution) access, parking, drainage, landscaping and associated works. All other matters reserved). This council previously recorded AN OBJECTION. c) Planning Applications withdrawn (notified by Bedford Borough Council) – for information only. None. d) Planning Refusals (by Bedford Borough Council) – for information only. 18/01286/FUL – 76 Bedford Road. Erection of one single storey dwelling to front. This council previously recorded AN OBJECTION. 18/01423/TPO – 66a Keeley Lane. T1 Ash – remove. This council previously recorded NO OBJECTION. e) Planning (other – including Bedford Borough Council and the Secretary of State) – for information only. None.	No further comments received.		
P18/180	To request above application(s) be considered by the Full Planning Committee of Bedford Borough Council.	Not applicable.	N/A.	Town & Country Planning Act 1990 & subsequent.
P18/181	To consider representation of the Council at the Full Planning Committee meeting of Bedford Borough Council discussing the above application(s).	Not applicable.	N/A.	Town & Country Planning Act 1990 & subsequent.
P18/182	To receive a report from Cllr Quirk regarding interment procedures at Lorraine Road cemetery and to resolve a suitable course of action.	Cllr Quirk had not received an email sent by the Clerk querying these procedures	Clerk and Cllr Quirk to take forward.	Localism Act 2011, Ch 1, s1-8.

		and so it was agreed to carry this agenda item over to the next meeting of this committee.		
P18/183	To receive a report from the Clerk regarding proposed works to St. Mary's cemetery extension hedgerow and to resolve a suitable course of action.	Resolved to permit the works to reduce the hedge, providing greater visibility for vehicles and pedestrians. BBCllr Wheeler confirmed s106 monies would be used to undertake the works. Further resolved the Clerk obtain quotations for the same, and forward them to Bedford Borough Council for consideration as it was crucial an expert undertook the works, given its location within Wootton's conservation area. Proposed: Cllr Martin. Seconded: Cllr Noakes. Resolved by all present.	Clerk and BBCllr Wheeler to take forward.	Localism Act 2011, Ch 1, s1-8.
P18/184	To receive a report from Cllr Quirk regarding plans for 2018's Remembrance Sunday Parade, to include the possible booking (if available) of the village hall for assemble the parade and to resolve a suitable course of action.	Cllr Quirk and BBCllr Wheeler confirmed they had spoken to all contacts – Steve Rowse would undertake the same role as last year and the bugler and schools had confirmed the same. Cllr Lloyd agreed to contact all local clubs. Cllr Quirk queried the value in hiring the village hall prior to the parade, for all to assemble in the event of bad weather and asked all present for their thoughts and suggestions on how to improve or add to the event (with the aim of including the village as a whole). The Clerk had provided Cllr Quirk with a copy of last year's Risk Assessment which required updating and agreed to contact the insurance company to see if any	All to take forward.	Localism Act 2011, Ch 1, s1-8.

		additional/special requirements were necessary. The Clerk was then asked to bring this agenda item back to the next meeting of this committee.		
P18/185	To receive an update from BBCllr/Cllr Wheeler and Cllr Quirk regarding Bedford Borough Council enforcement action to 50 Cause End Road and to resolve a suitable course of action.	It was noted Bedford Borough Council had carried out works to reverse the actions of the homeowner. Queries received were to be addressed to Gareth Turner, Team Leader Highways Operations, Bedford Borough Council. The resident would be invoiced for all works in the coming week.	Clerk to keep on file.	Localism Act 2011, Ch 1, s1-8.

Meeting closed at 7.35pm.